



August 19, 2021

Pat Albaugh  
Executive Director  
The Port of Skamania County  
212 SW Cascade Ave  
Stevenson, WA 98648

Via email: [pat@portofskamania.org](mailto:pat@portofskamania.org)

Regarding: Proposal to Provide Stevenson Landing Expansion Concept for Port of Skamania County,  
Washington  
PBS Proposal: PR 74220.000

Dear Mr. Albaugh:

PBS Engineering and Environmental Inc. (PBS) is pleased to submit this proposal to the Port of Skamania County (the Port) to provide design concepts for the Stevenson Landing Expansion Project located in Stevenson, Washington.

This proposal outlines our project approach, scope of work, schedule, and budget for PBS services based on our understanding of the project, information provided to us to date, and experience with similar projects.

### **PROJECT UNDERSTANDING AND APPROACH**

PBS understands that the Port is seeking engineering solutions to expand the Stevenson Landing dock. The Stevenson Landing is a 200-foot long and 15-foot wide concrete pier primarily used for berthing cruise ships on the Columbia River. There is an existing movable gangway that connects with the pier and allows passengers to get on or off the cruise ship. The landing underwent an expansion in 1996, adding two mooring dolphins - one at each side of the gangway. This modification allowed for the Queen of the West cruise ship to berth. However, the added dolphin layout and capacity only allows one large cruise ship to berth at a time. With the increased river traffic and touring demand, the Port is planning to upgrade the landing with the intent of berthing two large cruise ships simultaneously. A limited inspection and load rating report was performed in 2010 for the concrete pier superstructure and the movable steel gangway, concluding that the structures are generally in "good" condition, and recommended an NBI Operating rating of 10 tons.

To aid in the selection of a cost-effective engineering solution for the Stevenson Landing expansion project, PBS is proposing to complete a conceptual level engineering study that will develop (up to) two feasible design concepts to allow the berthing of two large cruise ships at one time. The final deliverables for the proposed study will be a technical memorandum that includes a brief design basis, (up to two) schematic sketches, and a concise side-by-side preliminary cost comparison.

### **SCOPE OF WORK**

PBS proposes the following scope of work to support the development of the conceptual layout and opinion of probable construction cost for up to two expansion concepts. Once the conceptual design submittal is complete,

one expansion concept will then be selected by the Port for further design and construction document development., The design and development of the selected expansion concept are not included in this proposal.

### **Task 1 Project Administration and Meetings**

PBS will provide oversight for project tasks performed by PBS staff to support management of scope, schedule, and budget for the concept development phase, which is assumed to take up to 6 weeks to complete.

Key work activities include:

- Prepare and submit monthly invoices. Each invoice will include dates of period covered by the invoice, number of hours worked during the billing period with billing rates shown, expenses, and total cost for labor and expenses for the billing period.
- Maintain required contract documentation. Provide copies of project files and records to Client if requested. Final documents shall be provided in electronic format.
- Preparation for and attendance at virtual meeting for concept design review. Up to two (2) PBS staff assumed to attend a 2-hour meeting with the Client.

### **Deliverables**

- Monthly invoices
- Project documentation, upon request

### **Task 2 Expansion Concepts Development**

This portion of the work focuses on developing (up to) two conceptual level design alternatives for the proposed Stevenson Landing expansion, coupled with a preliminary opinion of probable construction cost for each concept. A memorandum will be developed to document key aspects of the design basis for each alternative, layout plans for both alternatives, and a side-by-side cost comparison.

Key work activities include:

- Collect and evaluate all available relevant information provided by the Client or other 3<sup>rd</sup> parties.
- Develop up to two landing expansion alternatives that will include conceptual location of new dolphins or other new structural elements (if any), conceptual structural configuration, and cruise ship berthing illustrations.
- Develop the anticipated bid items / quantities for an estimate of probable construction cost for each alternative.
- Develop a technical memorandum that includes a narrative summary of the design basis, conceptual expansion layout for each expansion concept, and summary of cost comparison.

### **Deliverables**

- Technical memorandum, PDF format, including the following for up to two alternatives:
  - Conceptual locations of new dolphins or other new structural elements (if any)
  - Conceptual structural configurations
  - Cruise ship berthing illustrations
  - Key aspects of the design basis
  - Summary of the preliminary cost comparison

### **ASSUMPTIONS**

Below is a list of the key assumptions related to the proposed scope of work presented here.

- The Condition Assessment Inspection, outlined in a separate proposal, will occur prior to the issuance of the final report for this scope of work.
- The Port will provide electronic copies of current site conditions in AutoCAD format throughout the project to support development of the port expansion concept.
- The Port will provide as-built drawings of all involved existing facilities.
- The Port will provide critical design parameters for all structural elements to be considered as part of the conceptual level port expansion design. The critical design parameters include but are not limited to geotechnical input, design vessel (cruise ship) information and berthing scenarios, and bathymetric data of the project site. If any of the above information is not available to us, the development of the expansion concepts may be limited, and conclusions drawn from the work will be based on assumptions that may have significant cost implications.
- A total of up to two expansion concepts will be developed for the Port to review.
- The Port will be responsible for the potential impact (if any) by the project to the normal port operation.
- Existing facility details and drawings will be used as much as practicable to streamline the design concept development

### **COMPENSATION**

The attached Estimated Phase Cost Breakdown provides PBS' estimated hours and anticipated expenses required to complete the work previously described.

|                              |                     |
|------------------------------|---------------------|
| PBS Labor                    | \$ 17,330.00        |
| <b>Total Estimated Costs</b> | <b>\$ 17,330.00</b> |

This cost estimate includes all labor, materials, transportation, equipment, and other expenses required to complete the work described.

The fees and terms under which these services are provided will be in accordance with the attached PBS General Terms and Conditions for Professional Services (Rev. 10/2018). The Terms and Conditions and this proposal constitute the entire agreement (Agreement) between the parties and may not be changed without prior written consent of the parties.

The pricing and other information contained in this proposal document are proprietary and shall not be duplicated, used, or disclosed, in whole or in part, to other parties without the permission of PBS.

### **SCHEDULE**

PBS will work with the Client to develop a delivery schedule once the work has been authorized. Pertinent information will be given to the Client informally as it is developed so that planning and design can proceed on a timely basis.

The concept development and final deliverables will be completed within 6 weeks after authorization to proceed.

### **JOBSITE SAFETY DURING COVID-19**

At PBS, we are committed to keeping our employees, clients, contractors, and communities healthy. We are following federal, state, and local guidelines and recommendations in response to COVID-19 as we strive to balance public health concerns and delivery of our projects. For the foreseeable future, these precautions will include continuing to observe social distancing and other engineering controls to minimize risk. Our staff will be

wearing face coverings and personal protective equipment (PPE) in situations where other controls cannot be applied.

**APPROVAL**

Please indicate acceptance of this Agreement by returning a signed copy of this Agreement or a purchase order incorporating the terms and conditions of this Agreement.

Please feel free to contact me at 503-417-7723 or hod.wells@pbsusa.com with any questions or comments.

Sincerely,

ACCEPTED BY:  
The Port of Skamania County

Howard A. "Hod" Wells, PE, LEED AP, ENV SP  
Structural Engineering Manager  
PBS Engineering and Environmental Inc.

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Name (Please Print)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

cc: Kyle Liu

Attachments: PBS General Terms and Conditions for Professional Services (Rev. 10/2018)

KL/HW