

**Government of the District of Columbia
Office of Contracting and Procurement
Department of Transportation**

Mr. Matthew D. Ridgway
President
Fehr & Peers DC LLP
1003 K Street NW Suite 209
Washington, D.C. 20001

**Subject: Letter Contract
Contract No.: DCKA-2017-T-0139**

**Cat L: Bicycle and Pedestrian Studies,
Planning, and Design**

**Caption: Metropolitan Branch Trail from
Blair Rd to Piney Branch Rd, NW**

Dear Mr. Ridgway:

In accordance with 27 DCMR §2425, this is a letter contract between the District of Columbia (the District) and Fehr & Peers DC LLP (the Contractor) wherein the Contractor agrees to Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW bicycle and pedestrian design services in accordance with the documents incorporated by reference below.

The District intends to definitize this letter contract within ninety (90) days of the date of award of this letter contract (the date the Contracting Officer signs this letter contract) at which time this letter contract shall merge with the definitized contract. If the District does not definitize this letter contract within 90 days of the award of this letter contract or any extensions thereof, this letter contract shall expire.

The District will pay the Contractor for the services performed under this letter contract in an amount not-to-exceed ("NTE.") \$678,009.00., which is approximately 50% of the estimated contract NTE of the proposed definitive contract. If the District and the Contractor agree in writing to a definitive contract, the District will pay the Contractor for the services performed during the duration of the definitive contract an amount not to exceed \$1,356,019.10 for the twelve month period of the proposed definitive contract.

The contractor shall perform under this letter contract pursuant to the terms of the following documents, which are hereby incorporated by reference and made a part of this letter contract:

- A. This letter contract (including the contractor's technical and price proposal dated April 1, 2021 and Scope of Services and deliverables dated April 1, 2021 (Attachment A)
- B. Request for Qualifications dated August 7, 2020. Solicitation No. OCPTO200020
- C. Qualification submission dated August 28, 2020.
- D. Contract DCKA-2017-T-0139

In the event of a conflict among the incorporated documents, the conflict shall be resolved by giving precedence to the documents in the order listed above.

Page Two.

This Letter Contract shall be subject to the appropriation of funds.

Signature

Contractor Matthew D. Ridgway
Fehr & Peers DC

Date: June 29, 2021

Typed Name and Title: Matthew D. Ridgway, Principal

District of Columbia

William "Bill" Sharp
Chief Contracting Officer

Date: 7/14/2021

ATTACHMENT A
COST PROPOSAL
SCOPE OF Work

Firm	Certification(s)	Fee Subtotal	Credit Ratio	Net Fee
Fehr & Peers DC	N/A	\$ 227,630.73	N/A	N/A
RK&K	N/A	\$ 520,636.92	N/A	N/A
Tina Boyd & Associates	SBE, ROB	\$ 69,783.85	1.10	\$ 76,762.24
HSA, Inc.	SBE, DBE	\$ 39,074.30	1.25	\$ 48,842.88
Wiles Mensch Corporation-DC	SBE, DBE	\$ 61,467.93	1.25	\$ 76,834.91
Landscape Architecture Bureau	SBE, ROB	\$ 46,744.47	1.10	\$ 51,418.92
DMY Capitol, LLC	SBE, DBE	\$ 100,347.00	1.25	\$ 125,433.75
DesignGreen, LLC	SBE, DBE, ROB	\$ 251,773.89	1.30	\$ 327,306.06
Sammat Services LLC (DBA Sammat Engineering)	SBE, DBE	\$ 38,560.00	1.25	\$ 48,200.00

Total \$ 1,356,019.10

Minimum SBE (50%) \$ 678,009.55

Actual SBE (Credit Ratio Applied) \$ 754,798.75



FEHR & PEERS DC

Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	Fehr & Peers DC					
	Matthew Ridgway, Principal III	Charlie Alexander, Principal II	Anjuli Tapia, Associate I	Jim Moser, Senior Engineering Technician V	Zahra Khan, Planner/Engineer I	Kristin Jazynka, Business Services Administrator II
	\$306.16	\$175.60	\$140.48	\$115.97	\$88.79	\$67.59
5.2.1 (1) Kick-off meeting	2	4	4			
5.2.2 (2) Project Management Plan	2	8	8		8	
5.2.3 (3) Bi-weekly coordination		52	104			
5.2.4 (4) Routine e-mails and calls	13	104	104			
5.2.5 (5) 12 Invoices and progress reports		12				48
5.2.6 (6) 5 Stakeholder coordination meetings		10	10			
5.2.6 (7) Utility stakeholder coordination letters						
5.2.7 (8) 5 DDOT internal/project team work sessions	10	20	20		20	
5.2.8 (9) Public Engagement Plan		8	8			
5.2.8 (10) 2 Public meetings		12	12	10	10	
5.2.8 (11) 2 Community meetings		12	12	10	10	
5.3 (12) Preliminary Engineering Report	8	40	40	20	80	
5.3 (13) Preliminary plans						
Trail & street design	24	80	150	150	180	
Subsurface utility engineering						
Drainage hydrology and hydraulics						
Stormwater management plan, erosion and sediment control						
Quantity computations and design calculations		8	8	16	16	
Utility relocation						
Geotechnical services						
Field survey and mapping						
Other (e.g., structural)						
5.3 (14) Right-of-Way plan sets						
5.3 (15) Stormwater Management Report						
5.3 (16) Geotechnical Report						
5.3 (17) Cost estimates and specifications						
5.4 (N/A) Environmental: DDOT Form 2						
5.5 (18) DCRA building permit application						
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review						
5.6 (19) Title reports and insurance						
5.6 (20) Appraisal and review appraisal						
5.6 (21) Preparation of plats						
5.6 (22) Negotiation services						
5.6 (23) Phase 1 Environmental Site Assessment						
5.6 (24) Phase 2 ESA						
5.6 (25) Building Hazmat Survey						
5.6 (26) Draft plats, legal descriptions						
Hours Subtotal	59	370	480	206	324	48
FPDC Direct Labor Subtotal						
FPDC 10% Fee						
Mileage for 100 mi at \$0.56/mi						
Miscellaneous Overnight Package, Delivery and Copies						
Parking - 10 days at \$15						
Color Plotting: 200 SF at \$0.65						
Plan Sheet Printing: 1000 SF at \$0.09						
Total						



FEHR & PEERS DC
Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	RK&K																
	Rick Adams, Director	Jennifer Trimble, Senior Project Manager	Mike Gifford, Project Manager	Erron Ramsey, Environmental PM	Nathan George, Senior Planner	Rebecca Lutz, Senior Engineer	Laura Bendernagel, Senior Engineer	Peter Oare, Associate Engineer	Nischal Mishra, Associate Engineer	Ryan Snyder, Project Planner	Heather Coons, Associate Planner	Ryan Sless, GIS Analyst	Brian Horn, ROW Specialist	Joe Nice, ROW Manager	Ida Parrett, ROW Agent	Ernie Disney, ROW Technician	Debi Adkins, CADD Operator
	\$274.24	\$232.18	\$182.23	\$187.57	\$157.61	\$147.16	\$150.87	\$126.53	\$112.83	\$112.86	\$101.99	\$103.28	\$232.18	\$226.65	\$99.19	\$132.72	\$107.22
5.2.1 (1) Kick-off meeting	1		4		4								4				
5.2.2 (2) Project Management Plan			4		4								3				
5.2.3 (3) Bi-weekly coordination			26		13	13							26				
5.2.4 (4) Routine e-mails and calls																	
5.2.5 (5) 12 Invoices and progress reports			12														
5.2.6 (6) 5 Stakeholder coordination meetings			15	40	15	15					60		5				
5.2.6 (7) Utility stakeholder coordination letters		4	7			20											
5.2.7 (8) 5 DDOT internal/project team work sessions	4		10		10	10											
5.2.8 (9) Public Engagement Plan			2														
5.2.8 (10) 2 Public meetings			12			12			20								
5.2.8 (11) 2 Community meetings			12			12			20								
5.3 (12) Preliminary Engineering Report	4		12			40	30		120								
5.3 (13) Preliminary plans																	
Trail & street design	8		24		60	120			240								100
Subsurface utility engineering		4							12								
Drainage hydrology and hydraulics			4					36									
Stormwater management plan, erosion and sediment control								36									
Quantity computations and design calculations			4			12			80								
Utility relocation			2			20			60								
Geotechnical services		8	20						12								
Field survey and mapping									40								
Other (e.g., structural)	30		70						360								200
5.3 (14) Right-of-Way plan sets									60				4				
5.3 (15) Stormwater Management Report								12									
5.3 (16) Geotechnical Report		8															
5.3 (17) Cost estimates and specifications			4				14		24								
5.4 (N/A) Environmental: DDOT Form 2				136						130	320	72					
5.5 (18) DCRA building permit application																	
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review													36	52	62	42	
5.6 (19) Title reports and insurance														5	3		
5.6 (20) Appraisal and review appraisal													3	5	2		
5.6 (21) Preparation of plats													2	2	1	6	
5.6 (22) Negotiation services													9	62	79		
5.6 (23) Phase 1 Environmental Site Assessment	11					17							4			127	
5.6 (24) Phase 2 ESA	15					31							4			184	
5.6 (25) Building Hazmat Survey																	
5.6 (26) Draft plats, legal descriptions													4	2	1	6	
Hours Subtotal	73	24	244	176	106	322	128	372	676	130	380	72	104	128	148	365	300
Phase I ESA - mileage for 225 miles @ \$0.56/mile																	
Phase II ESA - mileage for 225 miles @ \$0.56/mile																	
Phase II ESA - Photoionization Detector, 3 days at \$96/day																	
Phase II ESA - Disposables (ice, gloves, cleaners, bags) 3 @ \$50 each																	
Mileage for Site Visits and Negotiations - 450 miles @ \$0.56/mile																	
Miscellaneous Overnight Package, Delivery and Copies																	
Parking - 10 days at \$15																	
Color Plotting: 200 SF at \$0.65																	
Plan Sheet Printing: 1000 SF at \$0.09																	
Total																	



FEHR & PEERS DC

Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	TB&A						
	Stacey Hemby, Project Manager	Rayisha Quarrie, Outreach Coordinator	Elena Canterbury, Proofing & Editing	Jerry Johnson, Grass Root Team	Carolyn Blasinsky, Graphic Designer	Norman Jones, Photographer	Enora Moss, Social Media Specialist/ Admin
	\$144.12	\$87.63	\$58.42	\$58.42	\$144.12	\$192.79	\$68.06
5.2.1 (1) Kick-off meeting	3	3					
5.2.2 (2) Project Management Plan	4	4					
5.2.3 (3) Bi-weekly coordination	78	78					
5.2.4 (4) Routine e-mails and calls							
5.2.5 (5) 12 Invoices and progress reports							
5.2.6 (6) 5 Stakeholder coordination meetings	15	15					
5.2.6 (7) Utility stakeholder coordination letters	15	40	10		15		
5.2.7 (8) 5 DDOT internal/project team work sessions							
5.2.8 (9) Public Engagement Plan	13	8			4	3	
5.2.8 (10) 2 Public meetings	43	27	29	40	10	3	8
5.2.8 (11) 2 Community meetings	43	27	29	40	10	3	8
5.3 (12) Preliminary Engineering Report							
5.3 (13) Preliminary plans							
Trail & street design							
Subsurface utility engineering							
Drainage hydrology and hydraulics							
Stormwater management plan, erosion and sediment control							
Quantity computations and design calculations							
Utility relocation							
Geotechnical services							
Field survey and mapping							
Other (e.g., structural)							
5.3 (14) Right-of-Way plan sets							
5.3 (15) Stormwater Management Report							
5.3 (16) Geotechnical Report							
5.3 (17) Cost estimates and specifications							
5.4 (N/A) Environmental: DDOT Form 2							
5.5 (18) DCRA building permit application							
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review							
5.6 (19) Title reports and insurance							
5.6 (20) Appraisal and review appraisal							
5.6 (21) Preparation of plats							
5.6 (22) Negotiation services							
5.6 (23) Phase 1 Environmental Site Assessment							
5.6 (24) Phase 2 ESA							
5.6 (25) Building Hazmat Survey							
5.6 (26) Draft plats, legal descriptions							
Hours Subtotal	214	202	68	80	39	9	16
Door Knockers (Residential)							
Information Cards (Businesses, Community Centers, Libraries, etc.)							
Special Signage (Neighborhood Notifications)							
General Printing (Resident Letters, Notices, etc)							
Total							



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Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	HSA, Inc.					
	Harish Senapathy, Project Manager	Stanley Douglas, Field Supervisor/Engineer	N/A	N/A	N/A	N/A
	\$161.70	\$80.85	--	--	--	--
5.2.1 (1) Kick-off meeting						
5.2.2 (2) Project Management Plan						
5.2.3 (3) Bi-weekly coordination						
5.2.4 (4) Routine e-mails and calls						
5.2.5 (5) 12 Invoices and progress reports						
5.2.6 (6) 5 Stakeholder coordination meetings						
5.2.6 (7) Utility stakeholder coordination letters						
5.2.7 (8) 5 DDOT internal/project team work sessions						
5.2.8 (9) Public Engagement Plan						
5.2.8 (10) 2 Public meetings						
5.2.8 (11) 2 Community meetings						
5.3 (12) Preliminary Engineering Report						
5.3 (13) Preliminary plans						
Trail & street design						
Subsurface utility engineering	8	142				
Drainage hydrology and hydraulics						
Stormwater management plan, erosion and sediment control						
Quantity computations and design calculations						
Utility relocation						
Geotechnical services						
Field survey and mapping						
Other (e.g., structural)						
5.3 (14) Right-of-Way plan sets						
5.3 (15) Stormwater Management Report						
5.3 (16) Geotechnical Report						
5.3 (17) Cost estimates and specifications						
5.4 (N/A) Environmental: DDOT Form 2						
5.5 (18) DCRA building permit application						
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review						
5.6 (19) Title reports and insurance						
5.6 (20) Appraisal and review appraisal						
5.6 (21) Preparation of plats						
5.6 (22) Negotiation services						
5.6 (23) Phase 1 Environmental Site Assessment						
5.6 (24) Phase 2 ESA						
5.6 (25) Building Hazmat Survey						
5.6 (26) Draft plats, legal descriptions						
Hours Subtotal	8	142	0	0	0	0
MOB						
Air-vac excavation crew and equipment (5 days at \$2,000 per day)						
Traffic control with TMA (7 days at \$1,900 per day)						
SUE test pit report						
Total						

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Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	Wiles Mensch Corporation - DC				
	Scott Weber, Survey Manager	David Tiller, Surveyor III	Chris Schuster, Party Chief	Justin Grim, Survey Technician	Heather Loser, Instrument Operator
	\$149.83	\$136.05	\$97.49	\$110.31	\$57.78
5.2.1 (1) Kick-off meeting					
5.2.2 (2) Project Management Plan					
5.2.3 (3) Bi-weekly coordination					
5.2.4 (4) Routine e-mails and calls					
5.2.5 (5) 12 Invoices and progress reports					
5.2.6 (6) 5 Stakeholder coordination meetings					
5.2.6 (7) Utility stakeholder coordination letters					
5.2.7 (8) 5 DDOT internal/project team work sessions					
5.2.8 (9) Public Engagement Plan					
5.2.8 (10) 2 Public meetings					
5.2.8 (11) 2 Community meetings					
5.3 (12) Preliminary Engineering Report					
5.3 (13) Preliminary plans					
Trail & street design					
Subsurface utility engineering					
Drainage hydrology and hydraulics					
Stormwater management plan, erosion and sediment control					
Quantity computations and design calculations					
Utility relocation					
Geotechnical services					
Field survey and mapping	35	55	140	81	140
Other (e.g., structural)					
5.3 (14) Right-of-Way plan sets					
5.3 (15) Stormwater Management Report					
5.3 (16) Geotechnical Report					
5.3 (17) Cost estimates and specifications					
5.4 (N/A) Environmental: DDOT Form 2					
5.5 (18) DCRA building permit application					
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review					
5.6 (19) Title reports and insurance					
5.6 (20) Appraisal and review appraisal					
5.6 (21) Preparation of plats	25			30	
5.6 (22) Negotiation services					
5.6 (23) Phase 1 Environmental Site Assessment					
5.6 (24) Phase 2 ESA					
5.6 (25) Building Hazmat Survey					
5.6 (26) Draft plats, legal descriptions	47			36	
Hours Subtotal	107	55	140	147	140
					Direct Cost 1
					Direct Cost 2
					Direct Cost 3
					Total



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Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	LAB					
	Jonathan Fitch, Principal	Michael Smith, Sr. Landscape Architect/ PM	Marilyn Wenzel, Landscape Architect	N/A	N/A	N/A
	\$132.33	\$112.87	\$95.22	--	--	--
5.2.1 (1) Kick-off meeting	2	6	16			
5.2.2 (2) Project Management Plan						
5.2.3 (3) Bi-weekly coordination	6	12	12			
5.2.4 (4) Routine e-mails and calls						
5.2.5 (5) 12 Invoices and progress reports	6	12				
5.2.6 (6) 5 Stakeholder coordination meetings	5	10				
5.2.6 (7) Utility stakeholder coordination letters						
5.2.7 (8) 5 DDOT internal/project team work sessions						
5.2.8 (9) Public Engagement Plan						
5.2.8 (10) 2 Public meetings	4	8	8			
5.2.8 (11) 2 Community meetings	4	8	8			
5.3 (12) Preliminary Engineering Report						
5.3 (13) Preliminary plans						
Trail & street design	32	100	180			
Subsurface utility engineering						
Drainage hydrology and hydraulics						
Stormwater management plan, erosion and sediment control						
Quantity computations and design calculations						
Utility relocation						
Geotechnical services						
Field survey and mapping						
Other (e.g., structural)						
5.3 (14) Right-of-Way plan sets						
5.3 (15) Stormwater Management Report						
5.3 (16) Geotechnical Report						
5.3 (17) Cost estimates and specifications						
5.4 (N/A) Environmental: DDOT Form 2						
5.5 (18) DCRA building permit application						
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review						
5.6 (19) Title reports and insurance						
5.6 (20) Appraisal and review appraisal						
5.6 (21) Preparation of plats						
5.6 (22) Negotiation services						
5.6 (23) Phase 1 Environmental Site Assessment						
5.6 (24) Phase 2 ESA						
5.6 (25) Building Hazmat Survey						
5.6 (26) Draft plats, legal descriptions						
Hours Subtotal	59	156	224	0	0	0
						Direct Cost 1
						Direct Cost 2
						Direct Cost 3
						Total



FEHR & PEERS DC

Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	DMY Capitol, LLC					
	Paul Zhang or Xin Chen, Principal Engineer	Rabih Khouri, Senior Geotechnical Engineer	Parham Safarian or Sameer Ghany, Project Engineer	Jun Yao or Mike Gong, Staff Engineer	LaVonne Bonney, Administrative	Aychluhim Damtew, CADD/Technicians
	\$239.84	\$193.63	\$138.94	\$105.83	\$71.43	\$95.23
5.2.1 (1) Kick-off meeting						
5.2.2 (2) Project Management Plan						
5.2.3 (3) Bi-weekly coordination						
5.2.4 (4) Routine e-mails and calls						
5.2.5 (5) 12 Invoices and progress reports						
5.2.6 (6) 5 Stakeholder coordination meetings						
5.2.6 (7) Utility stakeholder coordination letters						
5.2.7 (8) 5 DDOT internal/project team work sessions						
5.2.8 (9) Public Engagement Plan						
5.2.8 (10) 2 Public meetings						
5.2.8 (11) 2 Community meetings						
5.3 (12) Preliminary Engineering Report						
5.3 (13) Preliminary plans						
Trail & street design						
Subsurface utility engineering						
Drainage hydrology and hydraulics						
Stormwater management plan, erosion and sediment control						
Quantity computations and design calculations						
Utility relocation						
Geotechnical services	15	52	37	46		
Field survey and mapping						
Other (e.g., structural)						
5.3 (14) Right-of-Way plan sets						
5.3 (15) Stormwater Management Report						
5.3 (16) Geotechnical Report	12	50	56	62		
5.3 (17) Cost estimates and specifications						
5.4 (N/A) Environmental: DDOT Form 2						
5.5 (18) DCRA building permit application						
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review						
5.6 (19) Title reports and insurance						
5.6 (20) Appraisal and review appraisal						
5.6 (21) Preparation of plats						
5.6 (22) Negotiation services						
5.6 (23) Phase 1 Environmental Site Assessment						
5.6 (24) Phase 2 ESA						
5.6 (25) Building Hazmat Survey						
5.6 (26) Draft plats, legal descriptions						
Hours Subtotal	27	102	93	108	0	0
Phase 1 30% Direct Cost (See attachment)						
Phase 1 65% Direct Cost (See attachment)						
Direct Cost 3						
Total						



FEHR & PEERS DC

Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	DesignGreen					
	R. Stack, Project Executive	M. Quigley, Engineer of Record	A Whaley, Project Manager Engineer	E Ayers, Mid Engineer H&H Modeler MEP Analyst	TBD, Junior Engineer Technician	M. Solomon, A Kimbrell, Support Staff
	\$196.68	\$177.01	\$147.51	\$132.76	\$122.92	\$78.67
5.2.1 (1) Kick-off meeting	6	6	6			
5.2.2 (2) Project Management Plan	4	4	8			
5.2.3 (3) Bi-weekly coordination	13	7	26			
5.2.4 (4) Routine e-mails and calls	12	6	26			
5.2.5 (5) 12 Invoices and progress reports	6		12			12
5.2.6 (6) 5 Stakeholder coordination meetings	5	5	25			
5.2.6 (7) Utility stakeholder coordination letters	1	1	5			
5.2.7 (8) 5 DDOT internal/project team work sessions	1	1	5			
5.2.8 (9) Public Engagement Plan	4	4	8			
5.2.8 (10) 2 Public meetings	2	2	10			
5.2.8 (11) 2 Community meetings	2	2	10			
5.3 (12) Preliminary Engineering Report	4	16	32	24	24	8
5.3 (13) Preliminary plans						
Trail & street design	4	8	16	4	4	
Subsurface utility engineering						
Drainage hydrology and hydraulics	1	8	40	64	24	16
Stormwater management plan, erosion and sediment control	1	8	40	64	24	16
Quantity computations and design calculations	1	2	40	20	24	16
Utility relocation						
Geotechnical services						
Field survey and mapping						
Other (e.g., structural)						10
5.3 (14) Right-of-Way plan sets						
5.3 (15) Stormwater Management Report	2	8	24	16	16	8
5.3 (16) Geotechnical Report						
5.3 (17) Cost estimates and specifications	2	8	16	16	16	8
5.4 (N/A) Environmental: DDOT Form 2						
5.5 (18) DCRA building permit application	8	16	16	16	8	8
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review						
5.6 (19) Title reports and insurance	2	4	8	8	8	10
5.6 (20) Appraisal and review appraisal						
5.6 (21) Preparation of plats						
5.6 (22) Negotiation services						
5.6 (23) Phase 1 Environmental Site Assessment						10
5.6 (24) Phase 2 ESA						10
5.6 (25) Building Hazmat Survey						
5.6 (26) Draft plats, legal descriptions						
Hours Subtotal	81	116	373	232	148	132
DOEE plan review fess -initial filing						
Non Labor Production Costs: Presentation Board Exhibits or Online Options (StoryMaps or GIS Design voting platform)						
Phase I ESA - EDR Database Report						
Phase II ESA - lab analysis for Soil Samples TCL/VOCs + Blank (Rinsate); 27 @ \$75 each (Maryland Spectral Services/PACE)						
Phase II ESA - lab analysis for Soil Samples TCL/SVOCs + Blank (Rinsate); 27 @ \$135 each (Maryland Spectral Services/PACE)						
Phase II ESA - lab analysis for Soil Samples TAL Metals + Blank (Rinsate); 27 @ \$105 each (Maryland Spectral Services/PACE)						
Phase II ESA - lab analysis for Soil Samples PCBs + Blank (Rinsate); 27 @ \$45 each (Maryland Spectral Services/PACE)						
Phase II ESA - lab analysis sample disposal; 27 @ \$2 each (Maryland Spectral Services/PACE)						
Phase II ESA - lab analysis sample pickup; 3 trips @ \$25 each (Maryland Spectral Services/PACE)						
Phase II ESA - lab analysis contingency; 10% of analysis \$9,849 subtotal (Maryland Spectral Services/PACE)						
Phase II ESA - geoprobe equipment contractor/crew; 3 days @ \$2,300/day (subcontractor to be selected)						
Phase II ESA - utility clearance; 3 days @ \$800/day (subcontractor to be selected)						
Phase II ESA - geoprobe and utility subcontractor 10% contingency (subcontractor to be selected)						
Title Reports for 3 WMATA properties @ \$1,750 each						
Property Valuation Appraisals for 3 WMATA properties @ \$4,700 each						
Property Valuation Owner Appraisal Evaluations for 3 WMATA properties @ \$1,200 each						
Property Valuation Review Appraisals for 3 WMATA properties @ \$2,800 each						
Property Valuation Owner Appraisal Evaluations for 3 WMATA properties @ \$1,000 each						
Estimated CSX Review Fees						
Estimated WMATA Review Fees						
Printing, Color Printing, Large Format Plats, etc.						
Total						

FEHR & PEERS DC



Metropolitan Branch Trail from Blair Rd to Piney Branch Rd, NW

SOW Ref (Deliverable No)	Sammatt Services (DBA Sammat Engineering)				
	Stephen Arhin, Project Manager	Ebo Duker, Sr. Traffic Engineer	Babin Manandhar, Junior Engineer	Melissa Anderson, CADD	N/A
	\$305.0	\$215.0	\$190.0	\$125.0	--
5.2.1 (1) Kick-off meeting					
5.2.2 (2) Project Management Plan					
5.2.3 (3) Bi-weekly coordination					
5.2.4 (4) Routine e-mails and calls					
5.2.5 (5) 12 Invoices and progress reports					
5.2.6 (6) 5 Stakeholder coordination meetings					
5.2.6 (7) Utility stakeholder coordination letters					
5.2.7 (8) 5 DDOT internal/project team work sessions					
5.2.8 (9) Public Engagement Plan					
5.2.8 (10) 2 Public meetings					
5.2.8 (11) 2 Community meetings					
5.3 (12) Preliminary Engineering Report					
5.3 (13) Preliminary plans					
Trail & street design	15	30	45	75	
Subsurface utility engineering					
Drainage hydrology and hydraulics					
Stormwater management plan, erosion and sediment control					
Quantity computations and design calculations					
Utility relocation					
Geotechnical services					
Field survey and mapping					
Other (e.g., structural)					
5.3 (14) Right-of-Way plan sets					
5.3 (15) Stormwater Management Report					
5.3 (16) Geotechnical Report					
5.3 (17) Cost estimates and specifications					
5.4 (N/A) Environmental: DDOT Form 2					
5.5 (18) DCRA building permit application					
5.6 Property Needs / Identification / Owner Coordination / Property and Easement Research / Deed and Project Survey Review					
5.6 (19) Title reports and insurance					
5.6 (20) Appraisal and review appraisal					
5.6 (21) Preparation of plats					
5.6 (22) Negotiation services					
5.6 (23) Phase 1 Environmental Site Assessment					
5.6 (24) Phase 2 ESA					
5.6 (25) Building Hazmat Survey					
5.6 (26) Draft plats, legal descriptions					
Hours Subtotal	15	30	45	75	0
Peak hour (7 AM-10 AM, 4 PM-7 PM) turning movement counts at 8 intersections					
3-day volumes with classification and speed at 5 locations					
Direct Cost 3					
Total					

April 1, 2021

Mr. Michael Alvino, AICP
Planning & Sustainability Division
District Department of Transportation
55 M Street SE, Suite 400
Washington, DC 20003

Subject: Scope and Fee Proposal for OCPTO200020 Metropolitan Branch Trail from Blair Rd to Piney Branch Rd

Dear Mr. Alvino:

Thank you for the opportunity to serve DDOT on the Metropolitan Branch Trail project. This submittal includes our proposed scope of work and fee proposal. It is based on the project RFQ, our December 11, 2020 scoping meeting, our March 8, 2021 meeting, and subsequent communications.

You may contact me at m.ridgway@fehrandpeers.com or Charlie Alexander at c.alexander@fehrandpeers.com with questions or to discuss next steps.

Sincerely,

FEHR & PEERS DC

Matthew D. Ridgway

Matthew D. Ridgway, PTP
President

P20-0360-DC

Attachments:

Scope of Work (PDF)

Fee Proposal (MS Excel)



Scope of Work

The Metropolitan Branch Trail (MBT) from Piney Branch Road NW to Blair Road NW will connect existing and proposed segments of the MBT near Takoma station using a variety of facility types: protected bike lanes, bike lanes, multi-use paths, bike boulevard/neighborhood bikeways, and Woonerfs. Previous DDOT work identifies the alignment of these facilities (Alternative C2 from the Environmental Assessment); however, significant work is necessary to arrive at the design for these facilities. A map on the following page identifies the proposed alignment for these MBT segments, including facility type and segment numbering for Task 5.3.

This scope of work is for Phase 1 including the Preliminary Engineering Report and 30% design. The Fehr & Peers DC team will deliver tasks in this scope of work in accordance with Chapter 12 of the Design and Engineering Manual. This scope of work does not include Phase 2 tasks associated with 65% design and beyond.

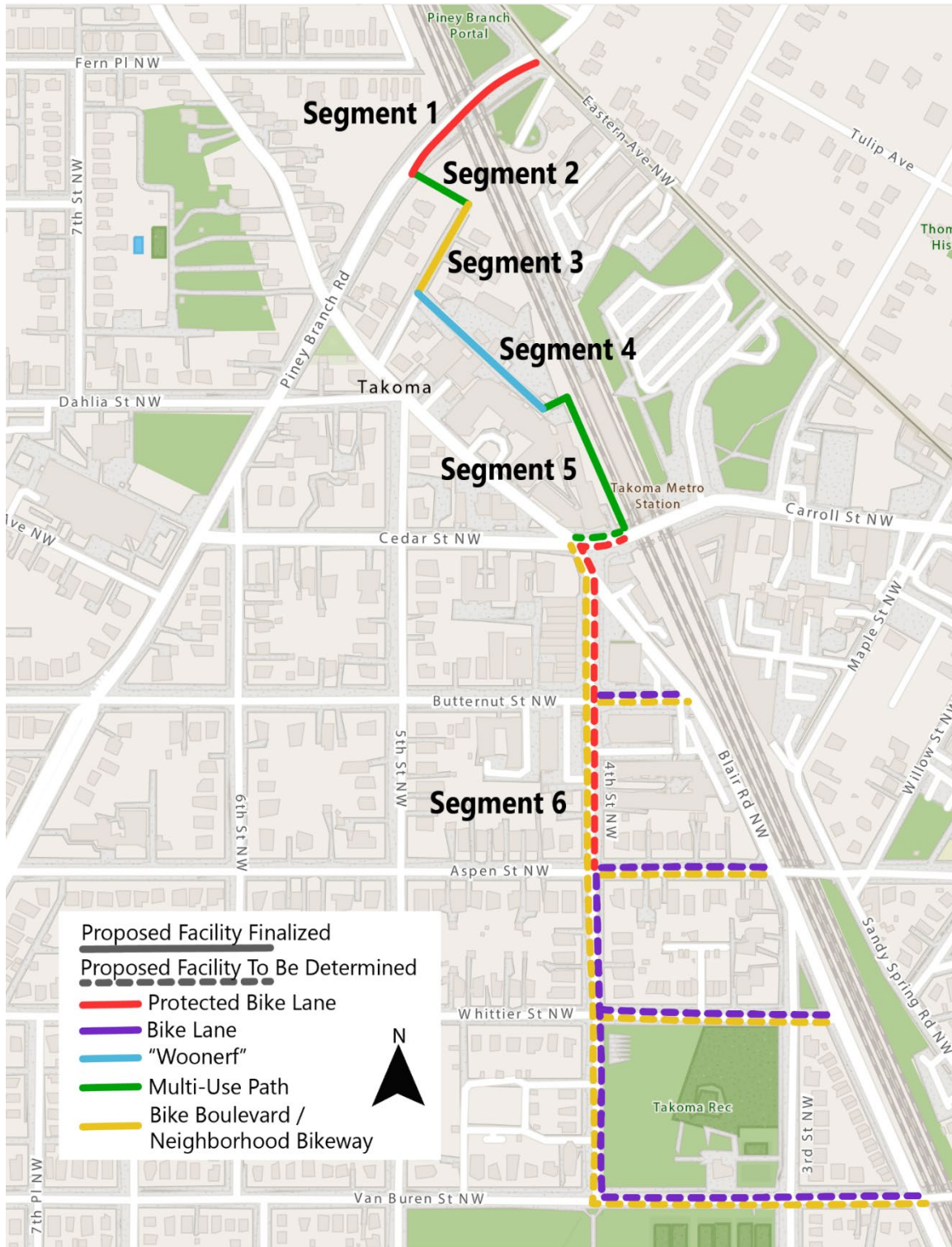
Fehr & Peers DC assumes a 12-month schedule (Period of Performance or "POP") from Notice to Proceed.

As much as practical, the scope of work numbers tasks consistent with the task and deliverable numbering in the RFQ.

The scope of work identifies whether multiple members of the Fehr & Peers DC team will deliver tasks or whether specific firms will deliver tasks. Firms include:

- Fehr & Peers DC (FPDC)
- RK&K
- Tina Boyd & Associates (TB&A)
- HSA, Inc. (HSA)
- Wiles Mensch Corporation-DC
- Landscape Architecture Bureau (LAB)
- DMY Capitol, LLC (DMY)
- DesignGreen, LLC
- Sammat Services, LLC (DBA Sammat Engineering)

Unless otherwise noted, the FPDC team will incorporate up to one round of consolidated, resolved comments into each deliverable.





Task 5.2.1 Kick-off Meeting

The FPDC team will prepare for and attend a kick-off meeting to initiate the project. Key personnel from the FPDC team and DDOT will be introduced and communication protocols established. The contents of the Scope of Work and schedule will be discussed along with the requirements, schedule and deliverables for each task.

Deliverable 1: Kick-off meeting: prepare agenda; attend; and record, write, and post meeting minutes.

Task 5.2.2 Project Management Plan

Within two weeks from the kick-off meeting, FPDC will provide a Project Management Plan (PMP) containing a performance schedule (including significant milestones required for successful performance); detailed tasks and approaches to performing the required work; the management and communications strategy; and other PMP components as appropriate. The schedule will represent FPDC's good faith estimate of the time required to perform each task within the Period of Performance ("PoP") and expenditures required to complete significant activities. The schedule will be provided in Microsoft Project for DDOT staff and FPDC to make adjustments, as required. A schedule will also be developed as a user-friendly, public facing, Microsoft Excel document.

The PMP will include:

- A performance schedule, in Microsoft Project and in Microsoft Excel (public-facing document) format, showing significant milestones and a PoP for each Task.
- An estimate for expenditures for the activities identified.
- Sufficient detail to adequately analyze the performance schedule for adequacy and reasonableness in comparison to the TO.
- Communications plan (internal and external).
- Budget and Resource Management Plan. This plan will be developed for each task. Personnel resources will be identified for each project task.
- Stakeholder Management Plan. In association with DDOT, TB&A will develop a list of preliminary stakeholders inclusive of internal and external agencies. Organizations, addresses, and contact information, including names, phone numbers and email addresses will be included in this list. The stakeholder list will be maintained and updated throughout the project duration.
- Risk Management Plan (RMP) (Risk Register/potential mitigations). The RMP will be updated as required.

DDOT's Contract Administrator ("CA") will approve the Project Management Plan.

Deliverable 2: PMP Outline, Draft and Final Project Management Plan, updated as required.



Task 5.2.3 Bi-weekly Coordination Meetings with DDOT's CA

FPDC's Project Manager, the team's Deputy Project Manager, and other key team members will conduct bi-weekly coordination/progress meetings with DDOT's CA and other stakeholders, when applicable, to provide updates and coordinate efforts. FPDC will document progress, key issues, and "red flags" during each bi-weekly meeting. Meeting agendas will be provided more than two days in advance of the bi-weekly coordination meeting and presented to the DDOT's CA for approval and/or modification. Meeting minutes will be provided within one business day of the bi-weekly coordination meeting and presented to the DDOT's CA for approval and/or modification.

Deliverable 3: Bi-weekly coordination meeting with the CA or other members of the DDOT Project Team.

Task 5.2.4 Routine Communications

The FPDC team will be responsible for preparing routine emails, letters, and conducting routine telephone calls, as required, throughout the project duration.

Deliverable 4: Routine emails, letters, and telephone calls, as required.

Task 5.2.5 Invoicing and Progress Reports

FPDC will provide a draft invoice for informal review with the CA prior to formal submittal within the PASS electronic system. The formal invoice will be submitted within PASS in accordance with District of Columbia requirements. A progress report will accompany each invoice providing a list of completed activities and ongoing activities during the invoice period, "red flags" or issues that cause a risk to the project in terms of budget, schedule, personnel or other resources and external risks, anticipated next steps/activities during the next invoice period, a budget summary that includes the percentage of the budget incurred during the invoice period and cumulatively for all consultants, and the SBE percentages achieved during the invoice period and cumulatively.

Deliverable 5: 12 invoices and associated progress reports.

Task 5.2.6 Stakeholder Coordination

RK&K will assume preparation for and attendance and development of post meeting summaries of up to five (5) coordination meetings with stakeholders. All materials for stakeholder coordination are assumed to be derived from the concept plans and design plans.

Stakeholders may include but are not limited to: CSX, NPS, WMATA, PEPCO, SHPO, DC WATER, NCPC, and Washington Gas. Stakeholder Coordination is anticipated to include the following:



1. CSX: A preliminary engineering agreement will be required by CSX to review the proposed design. The FPDC team will coordinate execution of the agreement between DDOT and CSX (estimated fees are included in our proposal as a direct cost under DesignGreen). The FPDC team will submit plans to CSX for comment and prepare responses to comments.
2. WMATA: A preliminary engineering agreement will be required by WMATA to review the proposed design. The FPDC team will coordinate execution of the agreement between DDOT and WMATA (estimated fees have been included in our proposal as a direct cost under DesignGreen). The FPDC team will submit plans to WMATA for comment and prepare responses to comments.
3. NPS: The proposed trail improvements are in close proximity to NPS property along the north and south sides of Piney Branch Road NW at Eastern Avenue NW. RK&K will submit plans to NPS for comment and prepare responses to comments. Coordination with the National Park Service on the NEPA Reevaluation will be required, which can be covered at the Stakeholder meetings as well.
4. SHPO and NCPC: RK&K will submit the proposed plans to SHPO and NCPC and address/respond to comments.
5. Utilities including but not limited to PEPCO, DC Water, Comcast, Verizon and Washington Gas: RK&K will prepare correspondence and materials to inform utilities about the project. RK&K will submit plans to utility owners and coordinate potential utility impacts and relocations with the utility owners. RK&K will prepare draft and final correspondence to complete utility clearances.

Review fees are expected for CSX and WMATA coordination. An estimated fee has been provided for these entities. If stakeholder coordination fees exceed this amount additional funds will be required from DDOT. Coordination efforts with CSX and WMATA are included in the stakeholder meetings as part of deliverable 6.

Deliverable 6: Up to five (5) stakeholder coordination meetings.

Deliverable 7: Draft and Finalize Utility Coordination Letters.

Task 5.2.7 Public Meetings

Key members of the FPDC team will prepare for and participate in five DDOT internal/project team work sessions of a duration of two hours each.

TB&A, with support from other FPDC team members, will assist DDOT in preparation for and attendance and development of logistics, agendas, materials, and post meeting summaries of up to two (2) virtual public meetings and two (2) virtual community meetings with interested members of the public, including, but not limited to, residents, commercial property owners, and affected representatives from Advisory Neighborhood Commissions. The purpose of the meetings will be to obtain input for development of designs. TB&A and other FPDC team members will



participate in a planning work session meeting with DDOT at the beginning of the project to complete the public engagement plan, schedule milestones, discuss the public involvement process and refine the project deliverables. TB&A will prepare meeting agendas and presentations, as well as other tools to convey ideas to the public including, but not limited to: maps, graphic renderings, cross sections, charts, graphs, and other media (assume up to 20 hours total per public meeting from FPDC and RK&K to prepare printed media exhibits, derived from the conceptual and preliminary designs).

TB&A will prepare a draft and final Public Engagement Plan, addressing/including:

- Developing a public information work plan
- Providing outreach goals, approach, strategies (including social media campaign)
- Identification of stakeholders
- Providing calendar of events/meetings for impacted stakeholders
- Supporting DDOT in developing stakeholder database and constituents tracking system

For public meetings and community meetings, TB&A will:

- Develop outreach materials (door knockers, info cards, etc.)
- Assist with development of meeting materials (agenda, presentation, etc.)
- Support DDOT in arranging for virtual meeting coordination and logistics
- Support DDOT with community distribution (electronic, social media, ANC meetings, grass roots, etc.)
- Attend meetings, provide day of event staffing, and other meeting preparation
- Update stakeholder database and constituents (issues/concerns) tracking system
- Prepare reporting (including meeting close-out and Title VI)

Deliverable 9: Draft and final Public Engagement Plan including public involvement process and public involvement schedule.

Deliverable 10: Attend up to two (2) public meetings including preparations of logistics, agendas, materials, and post-meeting summaries.

Deliverable 11: Attend up to two (2) community meetings including preparations of logistics, agendas, materials, and post-meeting summaries.

Task 5.3 Preliminary Engineering

The FPDC team will develop a Preliminary Engineering Report and preliminary design (30%) plans in Phase 1. The FPDC team will approach the Preliminary Engineering task in two phases: a first focused on necessary alternatives development and analysis and refining a conceptual design (for use in the Preliminary Engineering Report), and a second focused on advancing the concept from the Final Preliminary Engineering Report to 30% plans. 30% plans will be prepared on design



sheets using DDOT title block format. The Phase 1 work will consist of field survey, cadastral survey, right of way services, and creating preliminary design plans for trail construction, streetscaping, lighting, drainage, and storm water management. The pedestrian and bicyclist trail is intended to be 11-foot wide.

To facilitate alternatives development and analysis leading up to the submittal of the Preliminary Engineering Report, FPDC assumes up to four technical memorandums and PowerPoint presentations (each) in various technical areas (e.g., structural alternatives for connecting from Piney Branch Road NW to Chestnut Street NW, structural alternatives for the WMATA aerial structure at 343 Cedar Place NW, on-street bikeway alternatives, etc.) as deliverables to DDOT to refine the concept for the Preliminary Engineering Report.

The Phase 1 scope of work includes the following work items:

Trail & Street Design

- New multi-use trail segments
- On-street bicycle facilities (protected bike lane, bike lane, bike boulevard/neighborhood bikeway, Woonerf, etc.)
- Sidewalks
- Traffic calming elements (e.g., bulb outs)
- Traffic signal design will consider trail routing at up to four traffic signals, potentially including:
 - Aspen Street NW and Blair Road NW
 - Blair Road NW and 4th Street NW
 - Cedar Street NW and Blair Road NW and 4th Street NW
 - Piney Branch Road NW and Eastern Avenue NW
- Trail lighting
- Pavement markings and signing
- Design of proposed retaining wall, and modification of existing retaining/wing wall
- Maintenance of Traffic Plans
- Landscape Plans
- Design of proposed trail ramp at the WMATA properties on Chestnut Street NW
- Field reconnaissance – key members of the FPDC team will complete a field reconnaissance of the corridor area, noting existing land uses, existing roadway geometric and traffic conditions, traffic flow patterns, transit facilities and services, and pedestrian facilities, as applicable, as well as opportunities and constraints pertaining to access to the trail from intersecting local streets
- Subsurface utility engineering – The FPDC team will verify existing underground utilities, in accordance with the District of Columbia Department of Transportation (DDOT) Scope



of Work - Non-Project Specific Subsurface Utility Engineering and Utility Coordination Services. The following quality levels and limits will apply to this project:

- Quality Level A (HSA): If authorized, five (5) locations (assumed) within the project. The exact number of locations will be determined during the project.
- Quality Level B (HSA): If authorized, 500 linear feet (assumed) within the project. The exact lengths and locations will be determined during the project.

For Quality Level A and Quality Level B:

RK&K will identify existing utilities that will be impacted by the proposed design and construction. A drawing will be prepared using the existing utility information. RK&K will prepare a test pit program to visually verify the exact location of these utilities. Once approved, RK&K will mark the approximate location of the utilities at the site. HSA will get the permits, and perform the fieldwork including: geophysical designation (Level B), vacuum excavation to locate the utility, and marking the location of the utility (a marker will be installed on-site – Level A).

MOT, if required, will be provided by HSA.

Wiles Mensch Corporation-DC will survey the markers (x, y, and z - Level A) as well as the paint marks from geophysical designation (Level B). The paint marks will be surveyed before they are erased due to weather, etc.

HSA will provide a test pit log including the observed information from the test pits and the survey data.

RK&K will use the information to prepare design and construction documents including the utility drawings required for the Project. Decisions on utility relocation, etc. will be made by RK&K.

- Quality Level C (RK&K): Update underground utilities for the entire project. Streets in the survey's project limits are also included.
- Quality Level D: Not requested.

Segment 1: Piney Branch Road

Based on designs under development by others for Piney Branch Road NW, FPDC will develop and qualitatively assess up to three cross-sections between Eastern Avenue NW and the WMATA properties on Chestnut Street NW. For one preferred option, the FPDC team will prepare a conceptual design and complete traffic analysis at Piney Branch Road NW and Eastern Avenue NW, using existing year peak our traffic counts.



Segment 2: Piney Branch Road to Chestnut Street

RK&K will develop a preferred design for this area, drawing from the three alternative switchback ramp concepts from previous study for the Preliminary Engineering Report. The trail is assumed to be a switch-back style trail to provide an ADA compliant change in the grade. Preliminary work will include a roadway/trail plan sheet and associated proposed typical sections. RK&K will coordinate and evaluate the structural and geotechnical requirements for the design to establish sufficient details for consideration of the feasibility and cost-effectiveness of the three options, to identify a preferred design. Preliminary structural analysis will be performed to establish the approximate sizes of the required retaining wall and ramp elements to aid in establishing a preferred alternative to carry forward to final design. Required retaining walls will be shown on the roadway/trail plan sheet and typical sections and labeled with approximate wall heights.

Design of the trail alignment will consider providing usable green space for the remainder of the parcel. However, design will be restricted to trail alignment and needed tie ins to the existing grade. Beyond the required limits of disturbance, no design of the remaining parcel will be included.

Segment 3: Chestnut Street

FPDC will advance this bike boulevard/neighborhood bikeway segment to conceptual design, identifying candidate geometric, pavement marking, signing, and other treatments.

Segment 4: Spring Place

LAB will lead an alternatives development and assessment for a Woonerf on Spring Place NW. Variables to be considered in this alternatives development and assessment include: drainage, surface treatment (quick build elements; full depth reconstruction is not anticipated), utilities, parking, freight access, and accessibility for people with disabilities. Based on direction from DDOT staff, LAB will develop up to three conceptual alternatives for consideration by DDOT and the public/community.

Once an alternative is selected, RK&K will lead the trail and street design for this segment for the creation of the 30% plan set.

Segment 5: 343 Cedar Street

RK&K will lead the trail design for this segment generally located along the 343 Cedar Street property. The preferred facility will include a 10-foot wide trail, where feasible, but may need to be reduced to 8-feet depending on constraints. RK&K will provide plan sheets and typical sections as needed for the Preliminary Engineering Report.

To locate the MBT off of the footprint of the driveway at 343 Cedar Street NW, modifications to the northwest wingwall of the WMATA aerial structure over Cedar Street NW and the adjacent



approach embankment are required. A retaining wall cut into the WMATA embankment will create the available width for constructing the trail parallel to the adjacent driveway. In addition, the wingwall supporting the embankment and allowing Cedar Street NW to pass under WMATA and CSX tracks will need to be reduced in length to permit the trail to pass by. This combination of modifications to the WMATA facility at the Takoma Station will be presented to the WMATA Joint Development and Adjacent Construction (JDAC) office for review and approval. In addition to presenting the proposed retaining wall concept, RK&K will need to prepare sufficient calculations and exhibits to demonstrate the concept does not adversely impact the existing WMATA facility. To do this, RK&K will develop up to three (3) feasible retaining wall concepts in cooperation with the trail design and geotechnical disciplines to demonstrate the concept does not adversely impact the existing WMATA facility. Each concept will be evaluated for overall constructability and the potential impacts to WMATA. Upon internal review of the concepts with the FPDC team and DDOT, the preferred alternative will be developed sufficiently to prepare a presentation to JDAC. Comments from the JDAC review will be evaluated and the concept adjusted to satisfy WMATA concerns. The deliverable will consist of plan and elevation views of the accepted concept, a typical section of the wall concept, and a suggested sequence of construction in accordance with the WMATA acceptance.

Segment 6: 4th Street NW, Butternut Street NW, Aspen Street NW, Whittier Street NW, and Van Buren Street NW

There is flexibility for the trail's alignment between the Cedar Street NW and Blair Road NW and 4th Street NW intersection and Blair Road. To arrive at a preferred conceptual design for this segment, FPDC will complete an alternatives analysis of 4th Street NW, Butternut Street NW, Aspen Street NW, Whittier Street NW, and Van Buren Street NW (all east-west streets from 4th Street NW to Blair Road). This alternatives analysis will consider:

- On-street parking inventory and occupancy analysis (up to three occupancy times); FPDC will complete parking inventory and occupancy analysis
- Sammat Engineering will collect traffic data including AM and PM peak hour turning movement counts:
 1. Butternut Street NW and 4th Street NW
 2. Butternut Street NW and Blair Road NW
 3. Aspen Street NW and 4th Street NW
 4. Whittier Street NW and 4th Street NW
 5. Whittier Street NW and 3rd Street NW
 6. Whittier Street NW and Blair Road NW
 7. Van Buren Street NW and 4th Street NW
 8. Van Buren Street NW and 3rd Street NW
- Sammat Engineering will also collect daily traffic counts (three-day with speed and classification) at up to five locations within the project area



FPDC and Sammat Engineering will develop and analyze up to three network routing alternatives and up to three cross-section alternatives per street. This includes an analysis of parking impacts and intersection Level of Service impacts using Synchro (up to 30 intersection LOS analyses total).

Context Sensitive Design/Solutions

As a part of trail and street preliminary design, the FPDC team will apply Context Sensitive Designs (CSD) and/or Context Sensitive Solutions (CSS). Plans will indicate the following components:

- Multi-use Trail and Street Segments: Develop CSD/CSS range of potential multi-use solutions as described above. Cost factors will be developed to include a range of solutions.
- Landscaping: Develop CSD/CSS range of potential landscaping (tree preservation, planting plan, streetscaping amenities) solutions. Cost factors will be developed to include a range of solutions.

Trail Drainage Hydrology and Hydraulics

All roadway drainage requirements will be developed by DesignGreen per the DDOT Design and Engineering Manual Hydrologic and Hydraulic calculations and will be prepared in accordance with the DOEE Stormwater Management Guidebook for significant conveyance crossings of the existing and proposed trail. Storm water volume capture practices will be incorporated into drainage design calculations. The analysis will include pipe/culvert crossings of the trail, as well as areas where concentrated flow sheet flows across the trail, and areas where a ditch/swale flows parallel to the trail, or where the edge of the trail is functioning as a flow path. Drainage areas will be determined by utilizing the best available topography, and will be field checked for accuracy. Conveyance calculations for concentrated flow/swales/and ditches will be based on the Chezy-Manning equation, as outlined in the Guidebook. Proposed alternatives that provide improvements to the conveyance under, over and adjacent to the trail will be prepared and sized based on-site features, and in coordination with DOEE, since it may not be feasible to design conveyance features to pass the same design storm. Proposed conveyance improvements will be coordinated with proposed trail improvements, stormwater management and utilities.

RK&K will perform quality control reviews for the drainage concept, design and calculations, including comment generation, discussion, and backcheck. Up to two iterations of review will occur (once at concept submission and once at 30% draft submission). A backcheck of comments will be performed at 30% final submission.

RK&K will meet with DesignGreen once per month to obtain project updates and provide feedback on the drainage assessment, design, and calculations. Feedback is limited to answering



questions on design approaches and providing suggestions for design, permitting, and cross-discipline coordination.

Stormwater Management Plans and Erosion and Sediment Control

DesignGreen will prepare stormwater management calculations and designs in accordance with the current District Department of Environment and Environment (DOEE) Stormwater Management (SWM) Regulations, Section 438 of the Energy Independence and Security Act, Soil Erosion and Sediment Control (SESC) Regulations, Stormwater Management Guidebook (SWGB), and DC Standards and Specifications for SESC. The project must retain storm water within the disturbance area per the requirements of the current DOEE/SWM Regulations and SWGB.

The project will follow the design process to meet or exceed the full regulated stormwater retention or MEP in the SWGB Appendix B and DDOT Design and Engineering Manual (Green Infrastructure Supplement). DesignGreen will plan for submissions to DOEE at the 30% design phases. Design submittals to DOEE will include plans, required calculations, narrative, and specifications. Plans must be submitted through DCRA Permit Center. DesignGreen will use storm water volume controls included in the SWGB Chapter 3 or other methods approved by DOEE to retain or treat storm water. Acceptable methods include, but are not limited to, bio- retention, permeable pavement, street trees, impervious surface removal, disconnected impervious area, swales, and infiltration facilities. Design plans will adhere to the DDOT Green Infrastructure Standards, including design manual, drawings, specifications, plant lists, and maintenance schedules for bio-retention, permeable pavement, and trees. The design will be done with a high level of urban design and be context sensitive. A landscape architect or landscape designer will prepare the design plans for green infrastructure facilities. Construction plans and specifications will include requirements from the SWGB for coordination with DOEE, construction inspection, submittals, and as-built drawing requirements.

RK&K will perform quality control reviews for the stormwater and erosion and sediment control design, calculations, concepts, plans, stormwater report, specifications (only those pertaining to stormwater and erosion and sediment control), and cost estimate (only those items pertaining to stormwater and erosion and sediment control) including comment generation, discussion, and backcheck. Review will focus on accuracy, context sensitivity, meeting relevant regulatory and design standards, and compatibility with other discipline designs. Up to two iterations of review will occur (once at concept submission and once at 30% draft submission). A backcheck of comments will be performed at 30% final submission.

RK&K will provide unit costs to DesignGreen for stormwater/drainage related items as needed.

RK&K will meet with DesignGreen once per month to obtain project updates and provide feedback on the stormwater and erosion and sediment control assessment, design, and



calculations. Feedback is limited to answering questions on design approaches and providing suggestions for design, permitting, material presentation, and cross-discipline coordination.

Right of Way Plans, Plats, Metes and Bounds

Wiles Mensch Corporation-DC will prepare and submit Right of Way plans to the DDOT's CA and Right of Way program. The FPDC team will provide an impacted property table to the CA and the DDOT ROW Program. The table will include information regarding Owner, Address, DC Quadrant, Zip code, Square, Suffix, Lot, Parcel number, Reservation ID, Impact Type and the Area of the Impact (in SF or Acre).

Quantity Computations and Design Calculations

The FPDC team will prepare and submit quantity computations and design calculations to DDOT's CA Design Quantity Computations standards that neatly, legibly, and orderly detail the processes and logical steps used to determine quantities for each pay item. Quantity computations for each pay item will also indicate quantities of incidental items that are included in the specific pay item.

Utility Relocation

Undergrounding of existing overhead PEPCO lines is not anticipated in this project. RK&K will provide coordination services for consolidating, visually improving and minimizing of overhead power and communication lines.

Utility relocation (consolidation, visually improving, minimizing, etc.) design will not be provided for the project. RK&K will coordinate with utility owners for the owner's internal design teams to perform design if required. RK&K will provide design of fire hydrant relocations if required. For the Phase 1 services, this work will only include identifying fire hydrants to be relocated.

Geotechnical Services

DMY will provide geotechnical services and prepare plans. DMY will perform soil borings for pavements and structures, including boring logs, test-cores, laboratory tests, analyses and recommendations for appropriate action.

DMY may need to provide additional geotechnical testing for stormwater management (SWM) facilities. Borings and infiltration tests are required for each Best Management Practice (BMP) per the spacing and quantity required in the SWGB Appendix P. This additional geotechnical testing for SWM facilities is not included in this Phase 1 scope of work.

Geotechnical investigations will include drilling for various structures and preparation of a final report with appropriate foundation recommendations. DMY will submit proposals and Geotechnical Reports to the Materials Engineer for comments. DMY will submit requests for drilling and geotechnical studies during the preliminary engineering phase together with site plan



sheets and cross-sections as needed. DMY will complete drilling, lab testing, and report preparation within the appropriate time period.

As a part of the geotechnical services, DMY will:

- DMY proposes to drill a total of twelve SPT borings. Borings will be drilled to the depth of 10 feet each or auger refusal, whichever occurs first.
- DMY will perform site reconnaissance to evaluate the existing site condition and work with the RK&K to develop the boring location plans.
- DMY will select and stake out the borings in the field using existing site features. Boring elevations will be estimated from the provided topographic information or as-drilled boring locations will be surveyed by the FPDC team and provided to DMY.
- DMY will contact Miss Utility to clear public utilities. DMY also assumes two days of private underground utility locating services for the boring locations.
- DMY will obtain a DDOT Public Space permit for the fieldwork. DMY assumes borings will be located within DDOT ROW/Public Space. DMY understands that a DDOT IPMD Project ID will be assigned to this project. A DDOT public space permit and MOT plan approval will be obtained through TOPS. DMY assumes no other permits are required to access the site and perform the field work. All permitting fees and bonds will be waived for this DDOT IPMD project.
- If MOT is required, DMY will engage a vendor to provide maintenance of traffic (MOT) including lane closure and flagging for the fieldwork. DMY assumes the DDOT MOT standards can be used without modifications. MOT plans are excluded from DMY's scope of work.
- DMY will perform SPT at 2-ft intervals for the top 10-ft. Boreholes will be backfilled with auger cuttings upon drilling completion. Pavement surface will be patched with concrete mix. Excess auger cuttings will be placed in steel drums and removed from site. DMY assumes the drilling spoils and groundwater are not contaminated and can be disposed of as non-hazardous materials. Environmental screening lab tests are not needed and are excluded from DMY's scope of work. Considering the boring depth is not greater than 10-ft, DMY assumes no DOEE or DCRA permit is required. DMY assumes field work will be performed during restricted business hours between 9:30 AM and 3:30 PM. No night or weekend work is required.
- DMY will collect a total of five bulk soil samples for compaction and California Bearing Ratio (CBR) tests.
- DMY will perform laboratory testing including USCS/AASHTO soil classification, compaction, and CBR tests.
- DMY will perform preliminary pavement design and evaluation. DMY will prepare and submit the Preliminary Geotechnical Engineering Report (PGER).



DMY will provide the geotechnical field work, calculations, lab analysis and a geotechnical report. RK&K will review the work provided by DMY and provide comments for revision.

Field Survey and Mapping

Wiles Mensch Corporation-DC will perform field surveys/mapping and other engineering tasks. Survey will be delivered in MicroStation and PDF format.

- Topography – Wiles Mensch Corporation-DC will prepare field surveys required for mapping and referencing within the established project limits. This includes locating existing streets/bridge, trees, walls, steps, and street level utility appurtenances including manholes & headwalls, ROW lines, building restriction lines, existing topography under and outside of the bridge structures and other physical and legal features within the limits of the project.
- Topographical Map – Wiles Mensch Corporation-DC will prepare a topographical map to show property ties, stations, elevations and controls.
- Cross Sections – Wiles Mensch Corporation-DC will develop cross sections at 50-foot intervals for the existing streets/trails along the center line, quarter points, tops of curbs, edges of sidewalks, and steps, providing full coverage of the area within the limits of the project.
- Horizontal Control – Wiles Mensch Corporation-DC will furnish horizontal control in the State Plane Coordinate System of the State of Maryland unless otherwise directed.
- Traverse points – Wiles Mensch Corporation-DC will perform a series of conventional horizontal control (the State Plane Coordinate System of the State of Maryland) and vertical control (DC Datum) traverses for each street and highway project unless directed otherwise by the DDOT's CA. The traverse will consist of permanent points set in stable material that will not be disturbed during the course of construction. Wiles Mensch Corporation-DC will tie each traverse point to a minimum of three permanent structures to assist in future recovery.
- Global Positioning – Wiles Mensch Corporation-DC will use Global Positioning System (GPS) equipment to transfer controls to a project street/highway and bridge that is not within two thousand (2,000) ft. of an existing control.
- Survey Permission – Wiles Mensch Corporation-DC will provide written notification to DDOT's CA and the adjoining property owners and communities prior to commencing the survey work. Wiles Mensch Corporation-DC will obtain permits that are required for WMATA properties.
- Survey limits – The width of the survey limits will the closest of (a) the ROW line, (b) 10-foot behind sidewalk, or (c) any permanent structure (wall, fence, structure, etc.). If additional information is required beyond the ROW line, DDOT will seek permission from the private property owner (in writing) prior to commencement of work. Manhole inverts



- will not be measured. Survey crews will remain outside of CSX/WMATA fences along tracks. This scope of work includes an estimated survey map at the end of this proposal.
- Final Plans – Wiles Mensch Corporation-DC will incorporate information into the final contract plans including the subsurface utility engineering (SUE) information and cross section drawings.

Deliverable 12: FPDC will prepare and deliver the Preliminary Engineering Report

Deliverable 13: RK&K and FPDC will deliver one (1) draft and one (1) final set of preliminary (30 percent design) plans – FPDC/RK&K

The anticipated Preliminary Design plan set includes (sheet counts are estimated):

- Title Sheet – 1 sheet – RK&K
- General Notes – 1 sheet – RK&K
- Existing Survey/Utilities Plan – 12 sheets – RK&K
- Geometric Layout and Control Points – 3 sheets – RK&K
- General Road/Trail Plans – 12 sheets – RK&K
- Existing and Proposed Typical Sections – 11 sheets – RK&K
- Trail Centerline Profiles – 12 sheets – RK&K
- Proposed Storm Sewer Plans – 12 sheets – DesignGreen
- Stormwater Management Plans – 12 sheets - DesignGreen
- Streetlighting Plans – 12 sheets – FPDC
- Streetlighting Photometrics Existing and Proposed – 24 sheets – FPDC
- Proposed Pavement Marking Plan (Showing Existing Signing) – 24 sheets – FPDC
- Sediment and Erosion Control Plan – 14 sheets – DesignGreen
- Landscaping Plan – 12 sheets – LAB
- Traffic Signal Plans – 4 sheets – Sammat Engineering
- Soil Boring Logs – 5 sheets – DMY

Deliverable 14: Right-of-Way plan sets (Draft and Final); Draft and Final Plats will be provided by Wiles Mensch Corporation-DC and reviewed by RK&K. New proposed ROW will be shown and labeled on the roadway/trail plan sheets. The FPDC team will provide an impacted property table as listed in the Right of Way Plans, Plats, Metes and Bounds section above.

Deliverable 15: DesignGreen will prepare the Stormwater Management Report (Draft and Final)

Deliverable 16: DMY will prepare the Geotechnical Report (Draft and Final)

Deliverable 17: RK&K will prepare Cost Estimates and Specifications (Draft and Final)



Task 5.4 Environmental Documentation

The design is anticipated to adhere to the commitments made in the Metropolitan Branch Trail Environmental Assessment and Finding of No Significant Impact (2011). As part of this project, RK&K will update applicable studies; consult with appropriate Federal and Local Agencies; collect new and relevant data; and review existing databases/records to identify environmental and socioeconomic effects associated with the proposed trail.

5.4.1 Review the 2011 Finding of No Significant Impact (FONSI)

In 2011 the Federal Highway Administration (FHWA) and DDOT issued a FONSI for the Metropolitan Branch Trail Project; in 2012 the National Park Service (NPS) issued their own FONSI. The 2011 FONSI document disclosed the project would be constructed in phases and presented impacts by alternative in three areas. The subject scope of work covers the area identified in the FONSI as Area C.

Due to the lapse in time and potential changes to the design presented in the 2011 FONSI, the National Environmental Policy Act (NEPA) requires Federal agencies to consider and disclose the environmental impacts of their proposed actions as part of their decision-making, which may trigger the need to revisit the NEPA analysis if there is a remaining Federal action. Following the August 14, 2019 guidance, and as outlined in 23 CFR 771.129, RK&K will assist DDOT in re-evaluating the environmental document and decision to determine whether the original document or decision remains valid, or if a supplemental or new analysis is needed.

This scope of work assumes a Reevaluation will be needed and not a supplemental Environmental Assessment. The Reevaluation will document changes to the engineering/design, as well as changes in socio-economic, cultural, and natural environmental existing conditions that have occurred since the FONSI, and will update impacts to those resources in accordance with requirements of 23 CFR 771.129.

5.4.2 Environmental Technical Updates

The 2012 Environmental Assessment/ FONSI identified the following issues and impact topics in consultation with the National Park Service. These topics included: flora and fauna; cultural resources; viewsheds; visitor and user experience; and park management and operations. The topics will be reviewed in the Reevaluation in consultation with DDOT, FHWA and NPS. In addition, socioeconomic and indirect and cumulative effects will also be considered.

- A. **Natural Resources Update:** RK&K will review the current vegetation and habitat areas along the study area. Impacts such as loss of trees and other vegetation and wildlife and habitat resulting from the No-Build, the Selected Alternative, and the current design will be provided on both a qualitative and quantitative basis, as appropriate. RK&K will be



coordinated with the USFWS and DDOE regarding potential impacts to fish, wildlife and threatened and endangered species in support of the NEPA Reevaluation.

- B. Cultural Resources Update:** The 2011 FONSI documented that the DC SHPO determined the Metropolitan Branch Trail will have no adverse effect on historic properties. However, due to the time lapse and potential changes to the design, this scope of work assumes an update to comply with Section 106 of the National Historic Preservation Act (NHPA), as amended, by following the implementing regulations at 36 CFR Part 800.4. RK&K will begin the process by conducting site visits to help define the area of potential effects (APE) and assess potential historic properties in the study area. Research shall be conducted at the District of Columbia State Historic Preservation Office (DCSHPO), primarily to identify resources previously identified for the NRHP and additional archeological sites. We will conduct NRHP evaluations of resources greater than 45 years of age and not previously evaluated; research, site visits, historic contexts, and integrity assessments will be part of the evaluation process. An assessment of archeological sensitivity within the archeological study area will also be prepared. The results of the background research and site visits will be used to evaluate and create GIS-based mapping that identifies areas of low, moderate and high prehistoric and historic archeological sensitivity within the study area. RK&K will help DDOT consult with DC SHPO throughout the identification process. In addition, potential consulting parties will be identified and invited to participate in the Section 106 process. Public coordination will likely be done through the project public coordination process. The results of the Section 106 Evaluation will be documented in the Reevaluation. This scope of work assumes there will not be an adverse effect to Section 106 properties

C. Other Technical Updates

- **Socioeconomic Update:** RK&K will review demographic and socioeconomic data within the Metropolitan Branch Trail from Blair Road to Piney Branch Road NW study area. Demographic data will be updated using the most recent available information from the decennial Census and/or American Community Survey. An assessment of Environmental Justice (EJ) populations (low-income and minority) will be included. If EJ populations are identified, public outreach will be conducted to ensure that the populations are aware and informed of the project and will determine if impacts are disproportionately high and adverse. Updates to community facilities, community cohesion, land use, zoning, and development will be provided. RK&K will prepare a digitized environmental base map, database and report graphics using GIS. Impacts resulting from the No-Build, the Selected Alternative, and the current design will be provided on both a qualitative and quantitative basis, as appropriate. This scope does not include the preparation of a separate report or memorandum for the Socioeconomic update; the results of the will be documented the NEPA Reevaluation.



- **Soils Update:** The impact of the current design's construction on soils will be documented in the Reevaluation (see Task 5.3 for additional details on the geotechnical work).
- **Hazardous Materials Update:** The results of the Phase 1 and 2 (if necessary) Environmental Site Assessments on the current design and potential hazardous materials will be documented in the Reevaluation (see Task 5.6 for additional details on the Environmental Site Assessments).
- **Visual/Viewsheds Update:** RK&K will review the current design to assess the potential impacts to viewsheds from the adjacent neighborhoods and park properties. The results will be documented in the NEPA Reevaluation. This scope does not include the preparation of a separate visual assessment report.
- **Visitor Use and Experience:** RK&K will review the current design for potential impact on visitor experience.
- **Indirect and Cumulative Impact Update:** RK&K will update information in the indirect and cumulative impacts that was completed for the FONSI. RK&K will review the readily available natural environmental and socio-economic data identified during the previous tasks. This includes, but is not limited to, information related to natural resources, demographics including environmental justice, land use, development, and other planned transportation projects.

RK&K will identify the current state and federal regulations and laws governing each resource, particularly those which have changed since 2011, and contact local jurisdictions to determine applicable regulations and ordinances.

RK&K will review existing and proposed land use mapping and master plans, contact local and regional planners, and perform secondary data analysis to update the past, present, and future land use conditions. Potential changes in zoning and access control will be assessed to identify development that may occur as a result of the project as well as development that cannot occur without the project. The results of the indirect and cumulative impacts analysis will be documented in the NEPA Reevaluation as well as presentation of the comparison of the direct, indirect, and cumulative effects comparison between the No Build, Selected Alternative in the FONSI and the current design.

5.4.3 Preparation of the Reevaluation

RK&K will prepare a NEPA Reevaluation to document changes in project scope, engineering design, and existing environmental conditions since the FONSI was issued on the EA in 2011. The Reevaluation will be prepared in accordance with 23 CFR 771.129.

RK&K will review the preliminary investigation plans and right-of-way/limits of disturbance (LOD) to identify the changes that have been made to the Selected Alternative since the FONSI. The



changes in LOD may result in previously undetermined impacts to wetlands, waterways, active farmlands, terrestrial habitat, and cultural resources.

The Preparation of the Reevaluation will also consider a review of the commitments that were documented in the FONSI to ensure continued compliance.

The content of the Reevaluation will include the following and the format will be coordinated with DDOT, FHWA and NPS as necessary.

- **Cover Letter:** RK&K will prepare a cover letter, which will include project location/termini/county, date FONSI was approved, type and reasons for the Reevaluation, and a concurrence line for FHWA.
- **Project Background/Review:** RK&K will summarize the purpose and need, discuss project status, summarize the selected alternative as presented in the FONSI, and review the commitments and concerns identified in the FONSI and describe if/how/where these issues have been addressed in the current design. Coordination activities occurring during the development of the current design will be discussed.
- **Current Design:** RK&K will describe the FONSI Selected Alternative. We will then explain, with a focus on the current design of the Metropolitan Branch Trail from Blair Road to Piney Branch Road NW including, the engineering/design changes, the reason changes were made, and the differences between the FONSI design and the current design. RK&K will also identify changes to the land use or other regulations/procedures as they relate to the new interchange design. RK&K will prepare additional environmental mapping that may be needed to document the impacts to the resources.
- **Environmental Impacts:** RK&K will update the impacts for the current design for the selected alternative for the Metropolitan Branch Trail from Blair Road to Piney Branch Road NW and compare them with the impacts presented in the FONSI. RK&K will describe differences in impacts, using quantities where possible, in a chart or matrix. The Team will clearly and concisely explain the reasons for changes in impacts. RK&K will identify additional environmental studies or engineering work required to comply with state or federal regulations as a result of design changes.
- **Conclusions:** RK&K will discuss and justify whether the engineering modifications and the environmental impacts will result in substantial changes to Metropolitan Branch Trail from Blair Road to Piney Branch Road NW design or impact analyses, and whether these changes will necessitate a supplemental environmental document. RK&K will also prepare an updated commitments checklist for the project.
- **Submissions/Revisions:** Documentation will be completed in Microsoft Word. Electronic (word and pdf versions) and hard copies will be provided to DDOT as requested, up to 5 hard copies would be provided. This scope of work assumes 2 rounds of review by DDOT and FHWA prior to approval of the FONSI.



Task 5.5 Permits

DesignGreen will apply for a building permit at DCRA for Stormwater Management (SWM) and Soil Erosion and Sediment Control (SESC) as required. Design submittals to DOEE will include plans, required calculations, narrative and specifications. DesignGreen will pay permit fees associated with SWM and SESC, and building permits including initial and final plan review fees, meeting fees, and pay any other fees incurred during the plan review process. Permit fees will be reimbursed from the Task Order's ODCs allowance.

An NOI is not anticipated in Phase 1 of this project. If required, the FPDC team will submit the NOI during Phase 2 including the Stormwater Pollution Prevention Plan.

Deliverable 18: DesignGreen will apply for DCRA building permits for SWM and SESC.

Task 5.6 Right of Way

RK&K will perform right-of-way acquisition activities in coordination with DDOT's Right-of-way Program and the Office of General Counsel. The activities include: identification of property impacts and associated right-of-way actions; engage with property owners regarding potential project impacts; research/produce title reports; complete Phase I Environmental Site Assessment (ESA) investigation for property acquisitions; if needed, complete Phase II ESA investigation for property acquisitions; prepare property valuation appraisals and updates; prepare property valuation appraisal reviews and updates; prepare property owner appraisal evaluations, if needed; cadastral survey and individual draft plats with metes and bounds for full property acquisitions; plats with metes and bounds/legal descriptions for temporary construction easements; identify public space encroachments; and acquisition services. RK&K will perform and manage the right-of-way acquisition activities with support from WMC-DC for surveying and plat products. In addition, as a direct cost to RK&K, specialty experts will be engaged for title research, appraisals and appraisal review services, and Phase II ESA field sampling and lab analysis services. Deliverable 25 for building hazmat survey report is not included based on the anticipated property acquisitions for this project containing no existing buildings to be removed. The following describes our right-of-way scope of work to acquire property rights for Square 3184 Lots 0822 and 0823, and Square 3187 Lot 0838.

Task 5.6.1 Project Property Needs Identification and Property Owner Coordination

RK&K will review the land records obtained by WMC-DC with respect to existing property lines, utility/property easements, public space encroachment and property deeds to understand the existing property rights of the three WMATA properties the Metropolitan Branch Trail is anticipated to traverse. RK&K will coordinate with DDOT and WMATA regarding prior property discussions between the two agencies. RK&K will provide property rights input to the trail designers on issues related to property impacts. RK&K will provide support for adjacent property



owner engagement with respect to potential property impacts and seek to learn of property constraints (such as parking, access, deliveries, tenant/lease issues, utility services, redevelopment plans, etc.). RK&K assumes there will be eight real estate progress and coordination meetings with DDOT Right-of-Way Staff to plan, review and coordinate the acquisition activities.

Task 5.6.2 Title Report Research

RK&K will procure and assemble title reports for Square 3184 Lots 0822 and 0823, and Square 3187 Lot 0838. A minimum 60-year "Root" (DDOT ROW Manual Section 5.4) title abstract report inclusive of all documents and exceptions, chain of title and complete legal description will be provided. Information regarding taxes, liens, litigation, easements, leases and assignments, bankruptcies, etc. will be included in the report along with copies of all pertinent documents. A title binder will be prepared stating the conditions for obtaining title insurance by DDOT upon completion of closing. A title bring-to-date will be provided, if needed, before settlement or a certificate of take is filed. The title reports comprise Deliverable 19.

Task 5.6.3: Phase I Environmental Site Assessment

RK&K will conduct a Phase I Environmental Site Assessment (Phase I ESA) of the three WMATA-owned properties: Square 3184 Lots 0822 and 0823 (on Chestnut Street NW) and Square 3187 Lot 0838 (Cedar Street NW) ("Subject Properties"). The Subject Properties are reportedly vacant/undeveloped properties. The following scope of work, per the DDOT Right-of-Way Manual, will be utilized to prepare the Phase I ESAs:

ESA Scope of Services

The U.S. Environmental Protection Agency (EPA) has promulgated regulations at 40 C.F.R. Part 312, as amended, that establish specific requirements for conducting "all appropriate inquiries" (AAI) into the previous ownership, uses, and environmental conditions of a property for the purposes of qualifying for certain landowner liability protections (LLP) under the federal Comprehensive Environmental Response, Compensation, and Liability Act (CERCLA) as amended by the Small Business Liability Relief and Brownfields Revitalization Act of 2002. These LLPs include the liability protections afforded to Bona Fide Prospective Purchasers and Contiguous Property Owners under CERCLA as well as the protections afforded by CERCLA's Innocent Landowner Defense.

To qualify for the CERCLA LLPs, a prospective property owner must comply with the applicable statutory and regulatory requirements including, among other things, undertaking AAI prior to the date of property acquisition. Therefore, the purpose of performing the ESAs is to establish that the DDOT has made "all appropriate inquiries" necessary to qualify for the CERCLA LLPs, and to provide the DDOT with information it may need to meet the LLP continuing obligations. The purpose is also to evaluate, as part of the ESA, the additional environmental conditions described



in the Site Reconnaissance Section below to assist DDOT in understanding how they might affect the Subject Properties or operations conducted at the Subject Properties.

The Phase I ESA identifies recognized environmental conditions (RECs), set forth in ASTM E1527-13 § 1.1.1 as “the presence or likely presence of any hazardous substances or petroleum products in, on, or at a property: (1) due to any release to the environment; (2) under conditions indicative of a release to the environment; or (3) under conditions that pose a material threat of a future release to the environment”. In addition, § 3.2 of ASTM E1527-13 defines the following:

- Historical recognized environmental conditions (HRECs) as “a past release of any hazardous substance or petroleum products that has occurred in connection with the property and has been addressed to the satisfaction of the applicable regulatory authority or meeting unrestricted use criteria established by a regulatory authority, without subjecting the property to any required controls (for example, property use restrictions, activity and use limitations, institutional controls, or engineering controls). Before calling the past release a historical recognized environmental condition, the environmental professional must determine whether the past release is a recognized environmental condition at the time the Phase I Environmental Site Assessment is conducted (for example, if there has been a change in the regulatory criteria). If the EP considers the past release to be a recognized environmental condition at the time the Phase I ESA is conducted, the condition shall be included in the conclusion section of the report as a recognized environmental condition.”
- Controlled recognized environmental conditions (CRECs) as “a recognized environmental condition resulting from a past release of hazardous substances or petroleum products that has been addressed to the satisfaction of the applicable regulatory authority (for example, as evidenced by the issuance of a no further action letter or equivalent, or meeting risk-based criteria established by regulatory authority), with hazardous substances or petroleum products allowed to remain in place subject to the implementation of required controls (for example, property use restrictions, activity and use limitations, institutional controls, or engineering controls). A condition considered by the environmental professional to be a controlled recognized environmental condition shall be listed in the findings section of the Phase I Environmental Site Assessment report, and as a recognized environmental condition in the conclusions section of the Phase I Environmental Site Assessment report.”
- *de minimis* conditions as “a condition that generally does not present a threat to human health or the environment and that generally would not be the subject of an enforcement action if brought to the attention of appropriate governmental agencies. Conditions determined to be *de minimis* conditions are not recognized environmental conditions nor controlled recognized environmental conditions.”



ESA Scope and Compliance with AAI Standards

EPA's AAI regulations specifically recognize, at 40 C.F.R. § 312.11, the American Society for Testing Materials International ("ASTM") Standard E1527-13, entitled Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process, as an industry standard that may be used to comply with certain AAI requirements.

RK&K will perform the ESAs for DDOT in accordance with EPA's AAI regulations set forth at 40 C.F.R. Part 312 and with ASTM Standard E1527-13 (collectively, the "AAI Standards") to establish that DDOT has made "all appropriate inquiries" necessary to qualify for the CERCLA LLPs and to provide DDOT with information it may need to meet the LLP continuing obligations. RK&K understands that the AAI Standards contain, in addition to specified inquiries/tasks, general objectives and performance standards applicable to conducting the ESAs, which are set forth at 40 C.F.R. § 312.20.

Use of an Environmental Professional

RK&K will use an "environmental professional", as defined at 40 C.F.R. § 312.10, to perform the ESAs and will comply with the requirements of 40 C.F.R. § 312.21 (Results of inquiry by an environmental professional).

Users and Assignment of Certain Duties to RK&K

DDOT will complete and return to RK&K the necessary AAI Questionnaire for use by RK&K in performing the ESAs. RK&K will, on behalf of DDOT, gather commonly known or reasonably ascertainable information within the local community about the Subject Property's pursuant to 40 C.F.R. § 312.30 and will incorporate the results into the ESAs.

RK&K will, on behalf of DDOT, conduct a search for environmental cleanup liens and for activity and use limitations ("AULs") on the Subject Properties that are filed or recorded under federal, tribal, state or local law in accordance with 40 C.F.R. § 312.25 and § 6.2 of ASTM E-1527-13 and will incorporate the results into the ESAs. RK&K will review the title reports for any information regarding environmental liens or AULs.

Regulatory and Records Review

RK&K will utilize Environmental Database Resources (EDR) to obtain federal, tribal, state, and local government records for the Subject Properties and adjoining properties. The radii used for the database search will be consistent with those identified in § 8.2.1 of ASTM 1527-13. If the Subject Properties or adjoining properties are identified in one or more of the standard environmental records sources, RK&K will conduct a review of reasonably ascertainable record sources (on-line databases, user provided information, etc.) in accordance with § 8.2.2 of ASTM 1527-13. File



reviews at the District and/or federal environmental protection agencies, etc. are not included with this proposal.

In conjunction with the EDR regulatory database review, RK&K will utilize the EDR Vapor Encroachment Screening tool (VEC App) to assist in evaluation of the potential presence of chemicals of concern in the subsurface soil or groundwater at or near the Subject Properties that could result in contaminant vapor intrusion into occupied structures at the Subject Properties. It is understood that no occupied structures are planned for these properties.

Site Reconnaissance

RK&K will conduct a site reconnaissance of the Subject Properties and the adjoining properties to identify conditions indicating the likelihood of the presence of recognized environmental conditions. In addition, as a part of this task, RK&K will also make visual observations of the properties adjacent to the Subject Property. A "windshield" survey or drive-by reconnaissance of the surrounding areas will be conducted. These activities will be performed to identify nearby properties that may have the potential to impact the environmental condition of one or more of the Subject Properties.

RK&K will conduct interviews, to comply with the AAI Standards, of the current and past owners, operators and occupant(s) of the Subject Properties (if reasonably ascertainable) and, where applicable, of adjoining properties.

Report Preparation

RK&K will provide an ESA Draft Report for each Subject Property (three total) that will include the results of the above scope of services and will comply with the AAI Standards. The ESA Draft Reports will be delivered in an electronic PDF format and will select figures and summary tables to facilitate the review and understanding of the findings/conclusions; attachments, unless requested will not be included. Following the consideration of and response to one consolidated round of DDOT comments, RK&K will provide the Final Reports in electronic form with attachments. The draft and final reports comprise Deliverable 23.

Task 5.6.4 Phase II Environmental Site Assessment

Based on the recommendations of the Phase I ESAs, RK&K will conduct Phase II ESAs, as necessary, on the three WMATA-owned properties: Square 3184 Lots 0822 (0.22-acres) and 0823 (0.37 acres) (on Chestnut Street NW) and Square 3187 Lot 0838 (0.42 acres) (Cedar Street NW). The following scope of work, per the DDOT Right-of-Way Manual, will be utilized to conduct the Phase II ESAs. It is understood that specific Phase II investigation of RECs requires completion of the Phase I ESAs. Therefore, the following scope of work and associated costs are an estimate and subject to refinement following completion of the Phase I ESAs and if a Phase II is warranted for any or all of the three properties.



Investigation Preparation

Planning documents for the field mobilization will include a health and safety plan (HASP) and a sampling and analyses plan (SAP). Once right-of-entry (ROE) agreement is confirmed, RK&K will mobilize to the Subject Property to mark out the proposed sampling locations and request a Miss Utility subsurface excavation clearance. A cleared Miss Utility ticket is required prior to the initiation of any subsurface activities. To assist in underground utility clearance, a geophysical investigation, consisting of a ground penetrating radar (GPR) survey will be conducted in the areas of the proposed soil boring locations.

Soil Sampling Investigation

RK&K will prepare an SAP to guide the field crew in the collection, field screening, sample selection criteria, sample labeling, transport and analyses of the soil retained samples. The SAP will also establish quality assurance/quality control (QA/QC) procedures including sample equipment decontamination, chain-of-custody documentation, soil description/borehole logs, and utility clearance requirements.

Based on the findings of the Phase I ESAs and conceptual use plans, RK&K proposes to install up to 24 soil borings via Geoprobe drilling technology or hand augering (depending on depth) at the three Subject Properties, specifically:

- Ten borings on Square 3187 Lot 0838
- Eight borings on Square 3184 Lot 0823
- Six borings on Square 3184 Lot 0822

Boring locations/areas will be positioned to investigate specific identified RECs and biased to the anticipated "worst case" condition. In the absence of specific-location RECs (for example, a former UST) where the concern is general contaminated soil, boring locations will be selected a representative of the area of concern. Boring locations may be adjusted from the SAP locations due to findings identified during geophysical investigation and or the actual soil boring installations due to buried obstructions.

The depth of each of the boring will vary based on location and future plans. The selection of depth will consider planned finish grades, cut/fill grading techniques, soil import/export, and other factors established by the planned use/design. Soil recovered from each boring will be field screened (visual/olfactory/photo-ionization detector) for evidence of impact and the observed soil descriptions and screening data will be recorded in boring logs.

Soil grab samples will be collected from the soil column representing soil at the finish grade elevation and/or excavation depth of each area (up to 10 feet bgs). The selection of soil retained for laboratory analyses will consider field screening data, biasing the selection to the soil interval



exhibiting signs of impact. Unused soil cuttings will be placed back into the borehole unless evidence of gross contamination is observed, where the soils will then be placed into 55-gallon drums for later disposal.

Soil samples will be placed in laboratory-provided bottleware, labeled, and placed in a cooler under iced conditions for transport to the analytical laboratory with appropriate chain-of-custody documentation. Soil samples will be analyzed for, as needed, based on Phase I ESA findings:

- Target Compound List (TCL) Volatile Organic Compounds (VOCs)
- TCL Semi VOCs (SVOCs)
- Target Analyte List (TAL) Metals
- Polychlorinated biphenyls (PCBs)

For quality control, a rinsate blank will be collected during sampling activities to verify the effectiveness of the decontamination process. In total, up to three individual samples (one per property) will be collected for laboratory analysis. Laboratory results will be provided in standard turnaround (assumes 10 business days).

Deliverables

RK&K will prepare a written report, one per property (three total) that describes the sampling field observations and screening data, summarizes and discusses the field and laboratory data, and offers conclusions and recommendations based on the proposed use, grading/excavation requirements, and laboratory analyses. Soil analytical results will be compared to applicable Cleanup Standards that consider the anticipated site use. Data discussion will also include site design mitigation alternatives and potential contaminated material handling requirements.

A draft report will be circulated for review/discussion to designated parties. This draft will be in electronic PDF format and will summary analytical tables and figures that support the data discussion, conclusions, and recommendations.

Following the consideration of and response to on consolidated round of Client comments, RK&K will provide a Final Report. This Final Report will be transmitted in PDF format and contain all attachments, figures, and appendices. The draft and final reports comprise Deliverable 24.

The above scope of work will be adjusted (e.g., soil boring amounts, depths, analytical suites) based on the outcome of the Phase I ESAs.

Task 5.6.5 Appraisals/Review Appraisals

RK&K will contact WMATA and inform them of DDOT's intent to appraise the three subject properties (Square 3184 Lots 0822 and 0823; Square 3187 Lot 0838) and to provide them with an updated project design description for the Metropolitan Branch Trail. Coordination with WMATA



will also include a discussion on the property acquisition process and notice of contact by our property appraiser. RK&K will provide full narrative real estate appraisal reports for each of the three properties. These reports will be prepared by a DC-licensed Certified General Appraiser, as a direct cost to RK&K. The estimated value of the properties will conform to recognized practices in the appraisal profession (USPAP, UASFLA, Uniform Act), and DDOT ROW Manual requirements. The appraisal process will include a letter of notification to WMATA offering the opportunity to be present during the inspection, an inspection of the property, an analysis of primary data relating to the property, search of records for comparable sales, inspection and verification of comparable data, consideration of secondary data regarding local and regional market conditions as related to an analysis of highest and best use, analysis of the market data collected, and a reconciliation into a final estimate of market value as of the effective date of the appraisal report. The Appraisal Reports will follow DDOT ROW Manual Section 6.6. The appraiser shall complete an update and/or assess an owner's appraisal in comparison to DDOT's appraisal, if necessary, or if the property goes to condemnation as may be requested by the DDOT Office of the Attorney General. The appraiser will also work with the review appraiser to make any corrections, if applicable, to the report to obtain appraisal approval.

Appraisal reviews will be completed by a licensed Certified General Appraiser in the District of Columbia, as a direct cost to RK&K. The review appraiser will follow procedures and standards recognized in the appraisal profession (USPAP Standard 3, UASFLA, Uniform Act). The review will include a Technical Field Review, error check, comparable sales review, and take a second look at the valuation in compliance with USPAP. This independent review appraisal will set the Just Compensation under the Uniform Act by either approving the appraisal or by a determination. The reviewer will work with the appraiser if any revisions are necessary in order to approve the report. Just compensation will be approved by DDOT's ROW Manager. The review appraiser may also be asked to assess an owner's appraisal in comparison to DDOT's appraisal. The Appraisals and Review Appraisals comprise Deliverable 20.

Task 5.6.6 Property Survey/Acquisition Plat Preparation

RK&K will coordinate with WMC-DC to perform property boundary survey work for the two properties that are anticipated to be full acquisitions: Square 3184 Lots 0822 and 0823. WMC-DC will complete the boundary survey field work and prepare the individual acquisition draft plats that are suitable for completing coordination with the DC Surveyor's Office (DCSO). The two individual draft plats will be prepared showing improvements, if not already prepared, based on the survey/CAD files that will identify both record and measured property dimensions and areas as well as deed descriptions to further support the property acquisition. Our deliverables will include survey/CAD files and signed/sealed copies and PDF files of the plats. The schedule for completing the draft plats will closely link to the appraisal completion. The acquisition draft plats will be provided to support RK&K's property negotiations and to support DDOT's settlement. The acquisition draft plats and the associated survey/CAD files will comprise Deliverable 26.



Task 5.6.7 Negotiations

We have prepared our estimated hours/budget assuming there are three WMATA property acquisitions to be negotiated. Negotiations for the three property acquisitions will be based upon the approved appraisal and upon approved 30% plans/plats (if available or needed). In accordance with DDOT ROW Manual Chapter 8.5J, RK&K will prepare a detailed review of the property in relation to approved plans, plats, and the approved appraisal after which necessary documents such as purchase agreement, right of entry, landowner letters, and all other required documents will be prepared by RK&K in the proper form. All required landowner documents and offers will be approved by DDOT prior to landowner presentation. RK&K, in coordination with DDOT's ROW Acquisition Manager, will initiate acquisition negotiations with WMATA and continually advise DDOT of negotiation progress and preparing the record of negotiations. Negotiations progress will be report on Acquisitions Form ACQ to the DDOT ROW Unit Manager. This report is a "real time" negotiations summary and is to include all data noted in the landowner contacts. The report will be submitted to DDOT along with other documents required for the proper conclusion of the acquisition. Our negotiations effort that comprise Deliverable 22 will include the following:

1. Order appraisal/appraisal review
2. Order title report
3. Review title report, list questions and resolve with ROW Unit Manager
4. Verify appraisal status and schedule update if necessary
5. Prepare documents for offer based on approved appraisal
 - o Offer letter
 - o Offer acceptance agreement
 - o Marked plans
6. Coordinate with relocation specialist, if applicable (excluded from this task)
7. Coordinate offer of Replacement Housing Payment with Relocation Agent, if applicable (excluded from this task)
8. Contact landowner and arrange meeting or mailing offer package
9. Meet with landowner and explain offer, plan, project, etc.
10. Meet with landowner, answer landowner questions, review title, explain pre-existing interests that must be extinguished
11. Meet with landowner and encourage response to offer or acceptance of offer
12. Meet with landowner and encourage any counteroffer and advise if reasonable counteroffer will be considered by DDOT
13. If counteroffer received, prepare justification statement and process for review and approval within DDOT
14. Make final effort to reach an agreement



15. Advise landowner of impasse and intentions to proceed with eminent domain, if applicable; explain eminent domain process
16. Prepare report of negotiation and request appropriate action
17. Send documents to DDOT/OAG and request purchase contract
18. Provide purchase contract to landowner and request execution
19. Provide executed purchase contract and closing documents to Title company's settlement agent, DDOT and OAG
20. Provide coordination necessary for or during settlement
21. If eminent domain necessary, provide eminent domain request and information to DDOT/OAG

Exclusions from the Task 5.6 include:

- Negotiations with CSX Railroad for property rights or access agreement
- Relocation services
- Property acquisition services for properties not listed in Task 5.6 Scope
- Building hazmat survey report
- Title insurance costs
- Number of property acquisitions to be negotiated assumes three WMATA properties
- Negotiations during litigation and/or eminent domain proceedings

Deliverable 19: Title reports and title insurance, as required.

Deliverable 20: Appraisal and review appraisal which comply with all of the requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("Uniform Act"), Uniform Standards of Professional Appraisal Practice ("USPAP"), the Uniform Appraisal Standards for Federal Land Acquisitions ("UASFLA"), the laws and regulations of the District of Columbia, and the District of Columbia Department of Transportation Right-of-way Policies and Procedures Manual, as amended (DDOT ROW Manual"). Including appraiser and appraisal reviewer's reports on the owner's appraisal, if needed.

Deliverable 21: Preparation of plats, as needed, to secure temporary rights for construction and for conveyance of permanent real property interests, plats must be delivered in pdf, CADD and GIS files sufficient to obtain all necessary approvals to open the public space and meeting the requirements of the DC Surveyor.

Deliverable 22: Negotiation services and preparation of contract documents, as directed by the ROW Unit, in accordance with the Uniform Act and the DDOT ROW Manual.

Deliverable 23: Phase 1 Environmental Site Assessment (ESA) for each fee acquisition. Deliverable 24: As directed by the Agency, a Phase 2 ESA to evaluate the property's environmental condition

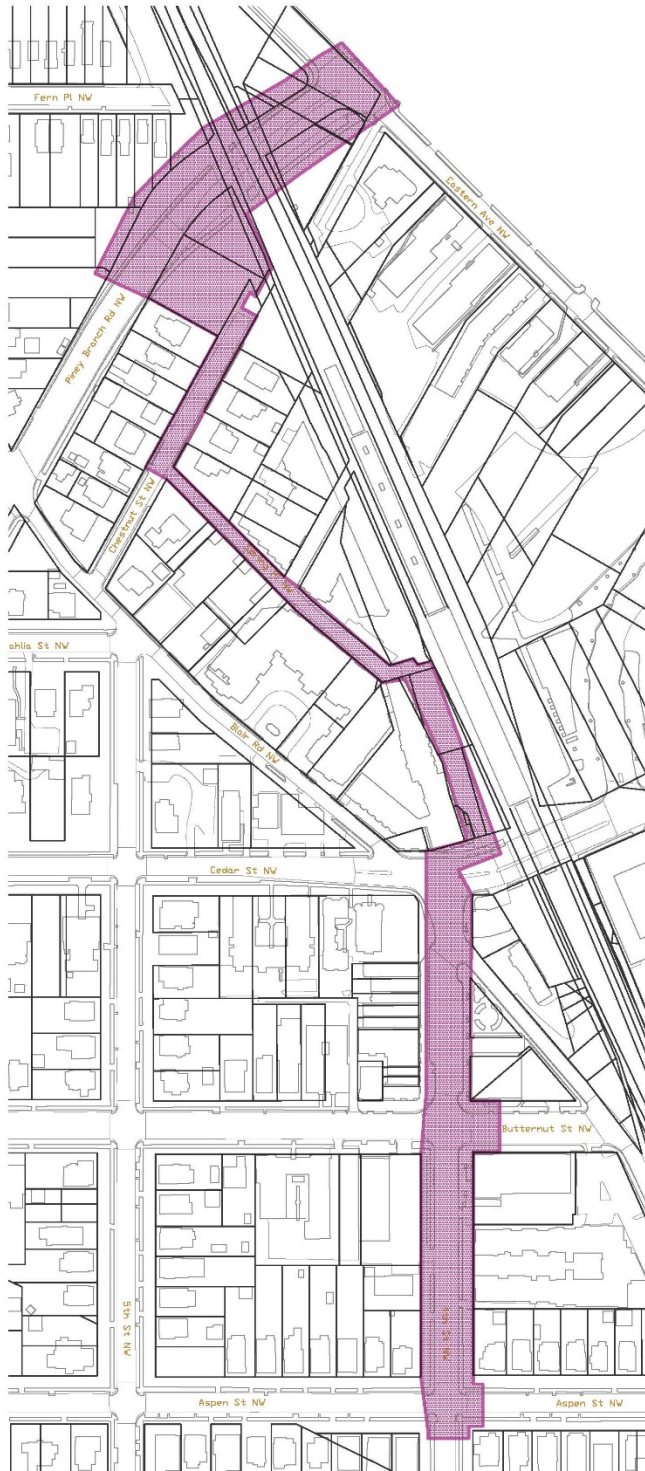


and assessing potential liabilities for any contamination, prepare reports documenting environmental findings.

Deliverable 25: Building hazmat survey and reports. This deliverable must be completed for fee simple acquisitions of parcels with structures and must include a hazmat survey and reports.

Deliverable 26: Preparation of draft plats, legal descriptions for fee acquisitions. For fee acquisitions an additional plat must be prepared showing the parent parcel and the parcel to be acquired by the Agency as needed for the Disclaimer application to be filed with the Office of Tax and Revenue to create new lot numbers).

Estimated Survey Limits





Fee Proposal

This submittal includes Fehr & Peers DC's fee proposal as a separate attachment (MS Excel format).