

U.S. ARMY CORPS OF ENGINEERS INTERAGENCY/SUPPORT AGREEMENT (ER 1140-1-211)		1. AGREEMENT NO. W9127N-17-2-0001-0001	
		2. <input type="checkbox"/> INITIAL AGREEMENT <input checked="" type="checkbox"/> AMENDMENT NO. P00002	
3. PROJECT TITLE Lower Columbia River Channel Maintenance Plan National Environmental Policy Act Environmental Impact Statement		4. EFFECTIVE DATE	
		5. COMPLETION DATE 2019-12-31	
6. NAME AND ADDRESS OF USACE ORGANIZATION US Army Corps of Engineers Portland District 333 S.W. First Ave. Portland, OR 97204		7. NAME AND ADDRESS OF OTHER AGENCY Port of Longview 10 Port Way Longview, WA 98632	
8. SCOPE OF WORK <i>(Additional pages may be used as needed)</i>			
<p>Background from initial support agreement signed on 13 July 2017: The U.S. Army Corps of Engineers, Portland District (NWP) is developing a dredged material management plan (DMMP) called "Lower Columbia River Channel Maintenance Plan". This DMMP will replace the existing DMMP. A joint environmental review process for the Plan will comply with the National Environmental Policy Act (NEPA) and Washington State Environmental Policy Act (SEPA). The Port of Longview will complete SEPA compliance for the Plan. SEPA compliance is the responsibility of the project non-federal sponsors and therefore NWP will not reimburse the Port for any work related solely to SEPA compliance. The Port of Longview will support NWP by also performing specific tasks that include NEPA compliance for the Plan as part of the joint environmental review process and NWP will reimburse the Port for the effort associated with NEPA compliance which is a federal responsibility. The Port will contract this work.</p> <p>AMENDMENT increases the level of effort required to accomplish previously identified tasks and adds a task needed during the period of performance (POP) in order to meet the current project schedule. The POP is extended through 2019. See attached contract Amended Scope of Work, which is incorporated herein and made a part of this support agreement, for more information on joint NEPA-SEPA tasks and federal reimbursement of NEPA tasks:</p> <ul style="list-style-type: none"> • Task 2: Project Website Development/SharePoint Site *amended task* • Task 6: Draft EIS Development *amended task* • Task 12: Project Management 2019 *added task* <p>Reference Memorandum of Agreement signed on 05 July 2017 between the U.S Army Corps of Engineers, Portland District and the Port of Portland, the Port of Vancouver, the Port of Kalama, the Port of Longview, and the Port of Woodland for Operation and Maintenance of Dredged Material Disposal Facilities for the Columbia River Portion of the Columbia and Lower Willamette Rivers Federal Navigation Channel, Oregon and Washington.</p>			
9. SPECIAL PROVISIONS <i>(Additional pages may be used as needed)</i>			
<p>a. All rates expressing the unit cost of services provided in this agreement are based on current rates which may be subject to change for uncontrollable reasons, such as legislation, DoD directives, and commercial utility rate increases. The receiver will be notified immediately of such rate changes that must be passed through to the support receivers.</p> <p>b. This agreement may be cancelled at any time by mutual consent of the parties concerned. This agreement may also be cancelled by either party upon giving at least 180 days written notice to the other party.</p> <p>c. In case of mobilization or other emergency, this agreement will remain in force only within supplier's capabilities.</p>			
10. USACE PROJECT OFFICER		11. OTHER AGENCY PROJECT OFFICER	
TELEPHONE		TELEPHONE	
Jessica Stokke jessica.b.stokke@usace.army.mil		Lisa Hendriksen Lhendriksen@portoflongview.com	
(503) 808-4352		(360) 425-3305	
ADDRESS		ADDRESS	
US Army Corps of Engineers, Portland District 333 S.W. First Ave. Portland, OR 97204		Port of Longview 10 Port Way, Longview, WA 98632	

12. REPORTS *(Requirements and Frequency)*

Add the following deliverables:

- Task 2: Project Website Development/SharePoint Site
 - SharePoint site maintenance and updates
- Task 6: Draft EIS Development
 - Tracked changes comments on the Draft NEPA (and SEPA) EIS (up to three review cycles)
- Task 12: Project Management 2019
 - Monthly invoices and progress reports

13. FUNDS *(Page(s) with cost breakdown may be attached as necessary)*

SOURCE	PREVIOUS AMOUNT	AMOUNT THIS ACTION	AMENDED TOTAL
a. USACE AMOUNT	\$447,437.00	\$245,533.60	\$692,970.60
b. OTHER AGENCY AMOUNT	\$0.00	\$0.00	\$0.00
c. TOTAL PROJECT COST	\$447,437.00	\$245,533.60	\$692,970.60

14. FUNDING

Funds will be provided by:

- a. Transfer Appropriation (SF 1151, *Now-Expenditure Transfer Authorization*)
- Reimbursable Order (31 USC 1535 - *Economy Act*)
- Other (*describe*) Reimbursable Order under the Flood Control Acts of 1968 and 1970; Water Resources Development Act of 1999; and Consolidated Appropriations Act of 2004.

b. Appropriation: 96X31230000 Civil Works

15. BILLING

a. Request for payment will be made by: SF 1080 SF 1081 Other (*describe*) SF-270, "Request for Advance or Reimbursement" voucher. Email a single PDF document formatted Letter (8 1/2" x 11") with the SF-270 as the FIRST page followed by all required supporting documentation of reimbursable incurred costs.

b. Frequency Monthly Quarterly Upon work completion Other (*describe*)

c. Request for payment will cite the following accounting information (*describe necessary documentation*):

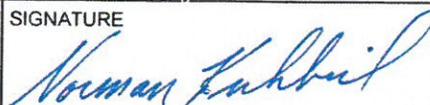
d. Submit to:

Email voucher document to NWP.CA.Invoicing@usace.army.mil and Jessica.B.Stokke@usace.army.mil. The Subject Line of the email must reference "W9127N-17-2-0001-0001".

16. AUTHORITY

Water Resources Development Act 33 U.S.C. § 2211 and Flood Control Act 42 U.S.C. § 1962d-5b

17. APPROVALS

a. NAME AND TITLE OF AUTHORIZING OFFICIAL FOR USACE Aaron L. Dorf, Colonel, U.S. Army Corps of Engineers District Commander, Portland District	SIGNATURE DORF.AARON.LAW RENCE.1028790380 <small>Digitally signed by DORF.AARON.LAWRENCE.1028790380 DN: cn=US, ou=U.S. Government, ou=DOD, ou=PKI, ou=USA, cni=DORF.AARON.LAWRENCE.1028790380 Date: 2019.01.31 19:43:40 -0800</small>	DATE
b. NAME AND TITLE OF AUTHORIZING OFFICIAL FOR OTHER AGENCY Norm Krehbiel, Chief Executive Officer Port of Longview	SIGNATURE 	DATE 03 Jan. 2019

(Reverse of ENG Form 4914-R)

(Proponent: CECW-RI
PE v1.00)

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1605 Cornwall Avenue
Bellingham, Washington 98225
360.733.4311



Scope of Work

November 30, 2018

To: Andrew Young, U.S. Army Corps of Engineers;
Columbia River Navigation Channel Operations and Maintenance Project – Project
Coordination Team

From: Derek Koellmann, Anchor QEA, LLC

**Re: Proposed 2019 Cost-Reimbursement and Scope of Work Hours for the Lower
Columbia River Channel Maintenance Plan National Environmental Policy Act
Environmental Impact Statement; Third Amendment to Cost-Reimbursement
Agreement**

Project Understanding

The United States Army Corps of Engineers (USACE) and Sponsor Ports (i.e., the Ports of Kalama, Woodland, Vancouver, Longview, and Portland) are jointly developing the Lower Columbia River (LCR) Channel Maintenance Plan (CMP) and the associated National Environmental Policy Act (NEPA) Environmental Impact Statement (EIS) for the LCR CMP Project.

Anchor QEA, LLC, developed a scope of work dated November 13, 2018, for the Sponsor Ports to address the expected 2019 project tasks and associated budgets for the LCR CMP. Previously, the USACE and Sponsor Ports requested that Anchor QEA develop a cost-reimbursement agreement to allow the USACE to use the Sponsor Ports' contract with Anchor QEA for the LCR CMP to assist with specific tasks as requested by the USACE (originally provided to the USACE and Sponsor Ports on November 21, 2016, and revised on December 19, 2016). The original approved scope of work for the costs associated with NEPA compliance, which is a federal responsibility to be reimbursed by the USACE, was documented by memorandum dated May 26, 2017, and a second amendment was approved by the USACE on November 28, 2017. The USACE and Sponsor Ports requested that Anchor QEA develop a third amendment to address the needs of the LCR CMP for 2019.

The proposed tasks for supporting the LCR CMP NEPA requirements are described in this memorandum, with additional detail on the NEPA-specific activities, as requested by the USACE. The tasks retain the same task titles, which address both the NEPA and State Environmental Policy Act (SEPA) activities that Anchor QEA will complete on behalf of the Sponsor Ports and USACE, but the focus of this memorandum is only on the NEPA-related work that is proposed to be reimbursed by the USACE and, therefore, not all of the tasks detailed in the November 13, 2018, scope of work developed by Anchor QEA for the Sponsor Ports are included in this cost reimbursement and scope of work. This memorandum provides details on the proposed staff hours allocated to each task for NEPA-specific work for which the Sponsor Ports would receive reimbursement from the USACE

commensurate with the level of effort detailed in the November 13, 2018, scope of work for the Sponsor Ports. Costs for tasks not specifically addressed in this memorandum will be solely borne by the Sponsor Ports.

The cost share tasks during this period of performance from January 1, 2019, to December 31, 2019, include the following:

- Task 2: Project Website Development/SharePoint Site
- Task 6: Draft EIS Development
- Task 12: Project Management 2019

Table 1 provides the total proposed budget for all tasks to be completed by Anchor QEA in support of the LCR CMP and identifies the proposed cost share for those tasks that include NEPA-focused support. Tasks that are directly in support of SEPA are allocated fully to the Sponsor Ports. This scope also includes a 3% escalation of Anchor QEA's 2018 rates as detailed in the master contract held by Anchor QEA with the Port of Longview.

Table 1
Summary of Proposed 2019 Allocations of Costs for USACE and Sponsor Ports

Task	Total Cost	USACE Cost	Sponsor Port Cost
Task 1: SEPA Initiation, Assistance, and Coordination	\$5,850.00	\$0.00	\$5,850.00
Task 2: Project Website Development/SharePoint Site	\$17,550.00	\$15,795.00	\$1,755.00
Task 3: Comment Tracking and Response Matrix	\$0.00	\$0.00	\$0.00
Task 4: Public Scoping Meeting Support/Logistics/Advertising	\$0.00	\$0.00	\$0.00
Task 5: Programmatic Permitting Framework for Ports	\$20,040.00	\$0.00	\$20,040.00
Task 6: Draft EIS Development	\$260,840.00	\$166,937.60	\$93,902.40
Task 7: Site Selection Process Including Workshops	\$0.00	\$0.00	\$0.00
Task 8: Draft EIS Public Meetings	\$0.00	\$0.00	\$0.00
Task 9: Comment Responses on Draft EIS	\$0.00	\$0.00	\$0.00
Task 10: Final EIS Development	\$0.00	\$0.00	\$0.00
Task 11: Project Management 2018	\$0.00	\$0.00	\$0.00
Task 12: Project Management 2019	\$125,602.000	\$62,801.00	\$62,801.00
Task 13: Contingency	\$40,009.00	\$0.00	\$40,009.00
Total Cost	\$469,891.00	\$245,533.60	\$224,357.40

The tasks detailed in this LCR CMP NEPA scope of work include work that has been requested of the Sponsor Ports by the USACE as part of the LCR CMP NEPA process to facilitate the timely completion of the EIS. The Sponsor Ports would be reimbursed by the USACE for NEPA-related work completed by Anchor QEA on behalf of the USACE, as detailed in the final Memorandum of Agreement (MOA)

dated July 5, 2017, between the Sponsor Ports and USACE and support agreement dated July 13, 2017, between the Port of Longview and USACE. For the reimbursable hours within each task, it is assumed that the Sponsor Ports would need to advance the initial funding and would be ultimately reimbursed by the USACE, as detailed in the project-specific support agreement to the MOA.

Scope of Work Summary

Table 2 outlines the USACE's portion of the proposed cost share by task. The proposed cost share is based on the anticipated level of effort to address NEPA requirements by task; information is provided on the anticipated number of Anchor QEA staff hours to be spent in each labor category to address these NEPA requirements. Table 2 was taken directly from the Second Amendment dated November 28, 2017, and was not edited for this Third Amendment.

Table 3 provides the changes in hours from the USACE's portion of the proposed cost share by task Second Amendment dated November 28, 2017. Changes from the original scope of work per the Second Amendment dated November 28, 2017, are shown in red. The Cad Designer and Senior Technical Editor positions have been added to Table 3 and are also shown in Table 4.

Table 4 provides a summary of the LCR CMP 2019 Scope of Work USACE total hours and cost share by task for those tasks to be completed in 2019.

Table 2
LCR CMP Proposed USACE Cost Share by Task (based on Second Amendment dated November 28, 2017)

Total Scope of Work												
Task	Hours by Labor Categories (hourly rates shown below)								Total Hours	Total Labor Cost	Total Direct Expenses	Total Cost
	Principal (\$218)	Senior Manager (\$204)	Manager (\$180)	Senior Staff (\$159)	Staff 3 (\$138)	Staff 2 (\$127)	Staff 1 (\$110)	Project Coordinator Tech Editor (\$91)				
<i>Task 1: SEPA Initiation, Assistance, and Coordination</i>												
	-	-	-	-	-	-	-	-	-	-	-	-
<i>Task 2: Project Website Development/SharePoint Site</i>												
	32	60	-	11	216	54	-	61	434	\$61,405	\$7,638	\$69,043
<i>Task 3: Comment Tracking and Response Matrix</i>												
	20	24	-	-	100	-	-	-	144	\$23,056	-	\$23,056
<i>Task 4: Public Scoping Meeting Support/Logistics/Advertising</i>												
	86	120	-	-	96	-	50	140	492	\$74,716	\$8,100	\$82,816
<i>Task 5: Programmatic Permitting Framework for Ports</i>												
	-	-	-	-	-	-	-	-	-	-	-	-
<i>Task 6: Draft EIS Development</i>												
	206	326	-	-	54	140	-	321	1,047	\$166,024	\$3,490	\$169,514
<i>Task 7: Site Selection Process Including Workshops</i>												
	50	-	-	-	-	-	-	-	50	\$10,900	-	\$10,900
<i>Task 8: Draft EIS Public Meetings</i>												
	16	20	22	11	31	36	-	46	182	\$26,223	\$2,970	\$29,193
<i>Task 11: Project Management 2018</i>												
	118	106	-	22	16	-	-	73	335	\$59,652	\$3,263	\$62,915
<i>Task 13: Contingency</i>												
	-	-	-	-	-	-	-	-	-	-	-	-
Total Hours	529	656	22	44	513	230	50	622	2,665			
Total Costs	\$115,235	\$133,865	\$3,888	\$6,932	\$70,766	\$29,210	\$5,500	\$56,620	-	\$421,976	\$25,461	\$447,437

Table 3
LCR CMP Proposed Changes in Hours to USACE Cost Share by Task (based on original scope of work per the Second Amendment dated November 28, 2017)

Changes to Total Scope of Work											
Task	Hours by Labor Categories (hourly rates shown below)										Total Net Hours
	Principal (\$218)	Senior Manager (\$204)	Manager (\$180)	Senior Staff (\$159)	Staff 3 (\$138)	Staff 2 (\$127)	Staff 1 (\$110)	CAD Designer N/A	Senior Project Coordinator Tech Editor (\$91)	Senior Technical Editor N/A	
<i>Task 1: SEPA Initiation, Assistance, and Coordination</i>											
	-	-	-	-	-	-	-	-	-	-	-
<i>Task 2: Project Website Development/SharePoint Site</i>											
	-23	-51	-	-11	-216	-54	-	-	29	-	-326
<i>Task 3: Comment Tracking and Response Matrix</i>											
	-20	-24	-	-	-100	-	-	-	-	-	-144
<i>Task 4: Public Scoping Meeting Support/Logistics/Advertising</i>											
	-86	-120	-	-	-96	-	-50	-	-140	-	-492
<i>Task 5: Programmatic Permitting Framework for Ports</i>											
	-	-	-	-	-	-	-	-	-	-	-
<i>Task 6: Draft EIS Development</i>											
	-142	-198	-	192	138	52	128	64	-321	128	41
<i>Task 7: Site Selection Process Including Workshops</i>											
	-50	-	-	-	-	-	-	-	-	-	-50
<i>Task 8: Draft EIS Public Meetings</i>											
	-16	-20	-22	-11	-31	-36	-	-	-46	-	-182
<i>Task 11: Project Management 2018</i>											
	-118	-106	-	-22	-16	-	-	-	-73	-	-335
<i>Task 12: Project Management 2019 (new task)</i>											
	105	105	40	-	-	-	-	-	45	-	295
<i>Task 13: Contingency</i>											
	-	-	-	-	-	-	-	-	-	-	-
Total Net Hours	-350	-414	18	148	-321	-38	78	64	-506	128	-1,193

Table 4
LCR CMP 2019 Scope of Work Total Hours and USACE Cost Share by Task (2019 tasks only with updated rates)

2019 Scope of Work														
Task	Hours by Labor Categories (hourly rates shown below)										Total Net Hours	Total Labor Cost	Total Direct Expenses	Total Cost
	Principal (\$225)	Senior Manager (\$210)	Manager (\$185)	Senior Staff (\$159)	Staff 3 (\$142)	Staff 2 (\$131)	Staff 1 (\$113)	CAD Designer (\$109)	Senior Project Coordinator Tech Editor (\$120)	Senior Technical Editor (\$125)				
<i>Task 2: Project Website Development/SharePoint Site</i>														
	9	9	-	-	-	-	-	-	90	-	108	\$14,715	\$1,080	\$15,795
<i>Task 6: Draft EIS Development</i>														
	64	128	-	192	192	192	128	64	-	128	1,088	\$161,664	\$5,274	\$166,938
<i>Task 12: Project Management 2019 (new task)</i>														
	105	105	40	-	-	-	-	-	45	-	295	\$58,475	\$4,326	\$62,801
Total Hours	178	242	40	192	192	192	128	64	135	128	1,491	-	--	-
Total Costs	\$40,050	\$50,820	\$7,400	\$30,528	\$27,264	\$25,152	\$14,464	\$6,976	\$16,200	\$16,000	-	\$234,854	\$10,680	\$245,534

Task Descriptions

Task descriptions are only provided for those tasks on which work is being completed in 2019—specifically, Tasks 2, 6, and 12.

Task 2: Project Website Development/SharePoint Site

Anchor QEA will continue to maintain and host a project SharePoint site to facilitate transfer and editing of project-related documents. Additionally, time for providing technical assistance to USACE and Sponsor Port members with SharePoint issues has also been included. It is assumed that the project website will not be active in 2019 but will be reinstated in 2020 to receive comments on the draft EIS.

Task 2 Assumptions

A total of 108 staff hours are budgeted for Anchor QEA staff to support the USACE's NEPA EIS process and obligations associated with the project.

- The project website will not be required in 2019 because no public comment period is proposed in 2019. Therefore, no hosting fees for the website are included in the 2019 budget.
- Hosting fees for maintaining the SharePoint site only are included in the task costs. The USACE will reimburse direct costs associated with hosting the SharePoint site.
- The USACE will reimburse costs for SharePoint maintenance hours, scoped at not-to-exceed level of effort of 9 hours per month combined.

Task 2 Deliverables

- Project SharePoint updates

Task 6: Draft Integrated DMMP EIS Development

Under this task, Anchor QEA will work with the Sponsor Ports and USACE to assist with the development of a framework and approach for completing a joint SEPA/NEPA Draft EIS. Anchor QEA will develop the SEPA-specific components of the EIS and provide review and comment on the NEPA EIS.

As agreed upon by the Sponsor Ports and USACE, Anchor QEA will work with the Sponsor Ports to develop the SEPA portions of the EIS to be "drop in ready" to the USACE NEPA EIS. This work will include review of applicable land use planning documents, aerial photographs, available databases, and field reconnaissance of upland replacement sites. Anchor QEA will develop draft sections for initial review by the Sponsor Ports and will subsequently revise the sections as needed. Anchor QEA will also work with the Sponsor Ports to respond to any USACE comments on these SEPA sections. The scope of the SEPA-specific topics will be informed by public scoping comments raised and

developed in coordination with the Sponsor Ports and USACE. These sections are anticipated to address the following topics:

- Consistency with the substantive requirements of applicable Shoreline Management Programs
- Consistency with the substantive requirements of the Growth Management Act and Critical Areas Ordinances
- Consistency with the substantive requirements of zoning and land use consistency
- Other SEPA-specific technical issues as identified during scoping and through coordination with the USACE and Sponsor Ports

In addition to developing the SEPA-specific portions of the EIS, Anchor QEA will review and provide comments on the NEPA portions of the EIS. Anchor QEA's review will focus on ensuring that SEPA requirements and Sponsor Port interests are met. This task includes time for Anchor QEA staff to visit the selected potential placement sites to collect information for the purposes of developing the SEPA portions of the EIS.

Workshop Attendance

To facilitate efficient and coordinated development of a joint NEPA/SEPA EIS that meets the regulatory requirements of the Sponsor Ports and USACE, the USACE has requested participation in several workshops over the course of the development of the Draft EIS. These workshops are outlined below and participation by Anchor QEA staff has been included in this scope of work.

- Up to four full-day workshops will occur in 2019 to develop the EIS foundation and resolve comments on various deliverables. The specific topics to be addressed during these workshops will be provided by the USACE. During weeks when these workshops occur, it is assumed that they will replace any scheduled EIS team meetings that may otherwise occur.

SEPA Administrative Record

This scope includes up to 40 hours of Anchor QEA staff time to coordinate and update the administrative record, as needed, related to the SEPA-only sections of the EIS being developed by Anchor QEA.

Draft EIS Review

Anchor QEA will assist the Sponsor Ports and USACE by reviewing the Draft EIS. The USACE is no longer proposing a 30%/60%/90%/100% review cycle and is moving forward with a multi-phase Draft EIS preparation process based on the task order process for the USACE's NEPA EIS contractor. This scope of work assumes that Anchor QEA will provide comments on each of the EIS chapters and appendices prepared by the USACE's contractor.

Task 6 Assumptions

A total of 1,088 staff hours are budgeted for Anchor QEA staff to support the USACE's obligations in the NEPA EIS process for the project.

- The Draft EIS will be completed by December 31, 2019.
- The SEPA/NEPA document will be a single, joint document that USACE will take the lead in developing.
- Anchor QEA will perform a technical edit on the SEPA-specific EIS sections. The USACE or its contractor will perform the technical edit on the overall NEPA/SEPA EIS after the SEPA-specific EIS sections are incorporated.
- The USACE will lead the development of agendas and schedule all LCR CMP team meetings and workshops.
- The USACE will produce the Draft EIS for public release. This entails QA/QC review and technical edit of the overall EIS and production of electronic files for printing and online posting.
- The USACE will conduct any required federal consultation and provide information to Anchor QEA as it relates to the SEPA-specific sections of the EIS.
- The USACE will print and distribute final copies of the Draft EIS to necessary parties and locations.
- Except for the SEPA-specific portions (e.g., communications, referenced materials, and any technical appendices or supporting analyses or documentation) of the EIS completed by Anchor QEA, the USACE will be responsible for developing and maintaining the administrative record for the EIS.
- For cost-estimating purposes, two key staff will visit the proposed upland replacement sites to gather reconnaissance-level information for the purposes of developing the SEPA portions of the EIS. For cost-estimating purposes, this work will take 5 days. This information will be also used to support development of the programmatic permitting strategy.
- It is assumed that up to three Anchor QEA staff will participate in up to four full-day workshops, which are expected to occur in-person. For cost-estimating purposes, the meetings would occur in Portland, Oregon.
- It is assumed that the USACE would develop workshop agendas and meeting summaries.
- In addition to the development of the EIS, the USACE is also coordinating with resource agencies on various related, but separate from NEPA, processes and approvals that will be required to implement the LCR CMP, including work related to Sponsor Port obligations or commitments coming out of the Record of Decision (ROD) post issuance of the Final EIS or other processes (e.g., Fish and Wildlife Service Coordination Act, Section 401 Water Quality Certification process, Coastal Zone Management Act, Department of State Lands permit or approvals, Migratory Bird Treaty Act, Marine Mammal Protection Act, and Federal Emergency Management Agency, amongst potential others) where the Sponsor Ports have potential interests or where they will otherwise be committed to a specific course of action. Work

related to implementing requirements of the ROD or related to compliance with processes outside of the NEPA/SEPA process is not included in this scope of work.

Task 6 Deliverables

- Word files of SEPA-specific Draft EIS sections (draft and final)
- Tracked changes comments on the Draft NEPA/SEPA EIS (up to three review cycles)
- References related to the SEPA-specific information in the EIS for incorporation into the administrative record

Task 12: Project Management 2019

The bulk of the coordination responsibility logistically needs to be with the team that is producing the scope items. All coordination time is assumed to be split 50%/50% between the USACE and Sponsor Ports as shared need and benefit. Only those hours attributed to USACE are included in this scope of work.

Therefore, this task includes time for Anchor QEA to provide general coordination, which includes attending bi-weekly LCR CMP meetings with the USACE and Sponsor Ports and providing ongoing coordination with and between the USACE and Sponsor Ports on various elements of the LCR CMP process including providing support to facilitate team communications, providing monthly progress reports and updates as necessary, and completing monthly billing to ensure cost-share reimbursement allocations are clear and meet the needs of the USACE and Sponsor Ports.

LCR CMP Bi-weekly Meetings

The portion of this work covered under this task includes participation in LCR CMP team coordination meetings that would occur in 2019.

An additional 60 hours of time is also included for Anchor QEA staff to participate in additional meetings that may be required for the project.

General Project Coordination

The original scope of work assumes minimal Sponsor Port, USACE, or combined Sponsor Port-USACE coordination time by Anchor QEA other than for the deliverables that were specifically identified in the original scope (e.g., project scoping materials and associated public meetings). This amendment includes additional time to specifically coordinate between the Sponsor Ports and USACE to ensure efficient development of the LCR CMP EIS.

Task 12 Assumptions, Staff Hours, and Tasks

A total of 295 staff hours are budgeted for Anchor QEA staff to support the USACE's obligations in the NEPA EIS process for the project including the following:

- The level of effort for project coordination is not to exceed 10 hours per month in total for key Anchor QEA staff for a total of 12 months.
- Up to two Anchor QEA staff will attend the LCR CMP meetings, assumed to occur bi-weekly for 12 months and lasting 1 hour.
- Up to 8 meetings in 2019 may be attended in person. For cost-estimating purposes, it is assumed these meetings would occur at the Port of Longview.
- Relative to the level of effort to provide coordination and support, it is assumed that the Sponsor Ports and USACE will take on the following responsibilities related to project coordination and communications.
 - Coordination for meetings or other interactions for the LCR CMP at the executive level will be completed internally by the Sponsor Ports and USACE.
 - Each organization will identify a primary point of contact who will be designated as the representative for the purposes of providing comments and will be responsible for ensuring that the other individuals within the organization have reviewed and commented as appropriate.
 - Each organization will be responsible for developing a consolidated set of comments and will resolve conflicting comments consistent with the “Sponsor Port SEPA Review Timeline Protocols,” which states that the USACE will produce a draft, the Ports will comment, the USACE will respond, and if there are still outstanding issues, the Ports will notify the USACE of the need to discuss and resolve comments together.
- No additional time is included for coordinating other project activities not specifically identified in this scope of work.

Task 12 Deliverables

- Monthly invoices and progress reports.

Attachment 1

Detailed Project Total Cost Estimate

LCR CMP Proposed USACE Cost Share by Task (based on Second Amendment dated November 28, 2017)

Total Scope of Work												
Task	Hours by Labor Categories (hourly rates shown below)								Total Hours	Total Labor Cost	Total Direct Expenses	Total Cost
	Principal (\$218)	Senior Manager (\$204)	Manager (\$180)	Senior Staff (\$159)	Staff 3 (\$138)	Staff 2 (\$127)	Staff 1 (\$110)	Project Coordinator Tech Editor (\$91)				
<i>Task 1: SEPA Initiation, Assistance, and Coordination</i>												
	-	-	-	-	-	-	-	-	-	-	-	-
<i>Task 2: Project Website Development/SharePoint Site</i>												
	32	60	-	11	216	54	-	61	434	\$61,405	\$7,638	\$69,043
<i>Task 3: Comment Tracking and Response Matrix</i>												
	20	24	-	-	100	-	-	-	144	\$23,056	-	\$23,056
<i>Task 4: Public Scoping Meeting Support/Logistics/Advertising</i>												
	86	120	-	-	96	-	50	140	492	\$74,716	\$8,100	\$82,816
<i>Task 5: Programmatic Permitting Framework for Ports</i>												
	-	-	-	-	-	-	-	-	-	-	-	-
<i>Task 6: Draft EIS Development</i>												
	206	326	-	-	54	140	-	321	1,047	\$166,024	\$3,490	\$169,514
<i>Task 7: Site Selection Process Including Workshops</i>												
	50	-	-	-	-	-	-	-	50	\$10,900	-	\$10,900
<i>Task 8: Draft EIS Public Meetings</i>												
	16	20	22	11	31	36	-	46	182	\$26,223	\$2,970	\$29,193
<i>Task 11: Project Management 2018</i>												
	118	106	-	22	16	-	-	73	335	\$59,652	\$3,263	\$62,915
<i>Task 13: Contingency</i>												
	-	-	-	-	-	-	-	-	-	-	-	-
Total Hours	529	656	22	44	513	230	50	622	2,665			
Total Costs	\$115,235	\$133,865	\$3,888	\$6,932	\$70,766	\$29,210	\$5,500	\$56,620	-	\$421,976	\$25,461	\$447,437

LCR CMP Proposed Changes in Hours to USACE Cost Share by Task (based on original scope of work per the Second Amendment dated November 28, 2017)

Changes to Total Scope of Work											
Task	Hours by Labor Categories (hourly rates shown below)										Total Net Hours
	Principal (\$218)	Senior Manager (\$204)	Manager (\$180)	Senior Staff (\$159)	Staff 3 (\$138)	Staff 2 (\$127)	Staff 1 (\$110)	CAD Designer	Senior Project Coordinator Tech Editor (\$91)	Senior Technical Editor	
<i>Task 1: SEPA Initiation, Assistance, and Coordination</i>											
	-	-	-	-	-	-	-	-	-	-	-
<i>Task 2: Project Website Development/SharePoint Site</i>											
	-23	-51	-	-11	-216	-54	-	-	29	-	-326
<i>Task 3: Comment Tracking and Response Matrix</i>											
	-20	-24	-	-	-100	-	-	-	-	-	-144
<i>Task 4: Public Scoping Meeting Support/Logistics/Advertising</i>											
	-86	-120	-	-	-96	-	-50	-	-140	-	-492
<i>Task 5: Programmatic Permitting Framework for Ports</i>											
	-	-	-	-	-	-	-	-	-	-	-
<i>Task 6: Draft EIS Development</i>											
	-142	-198	-	192	138	52	128	64	-321	128	41
<i>Task 7: Site Selection Process Including Workshops</i>											
	-50	-	-	-	-	-	-	-	-	-	-50
<i>Task 8: Draft EIS Public Meetings</i>											
	-16	-20	-22	-11	-31	-36	-	-	-46	-	-182
<i>Task 11: Project Management 2018</i>											
	-118	-106	-	-22	-16	-	-	-	-73	-	-335
<i>Task 12: Project Management 2019 (new task)</i>											
	105	105	40	-	-	-	-	-	45	-	295
<i>Task 13: Contingency</i>											
	-	-	-	-	-	-	-	-	-	-	-
Total Net Hours	-350	-414	18	148	-321	-38	78	64	-506	128	-1,193

LCR CMP 2019 Scope of Work Total Hours and USACE Cost Share by Task (2019 tasks only with updated rates)

2019 Scope of Work														
Task	Hours by Labor Categories (hourly rates shown below)										Total Net Hours	Total Labor Cost	Total Direct Expenses	Total Cost
	Principal (\$225)	Senior Manager (\$210)	Manager (\$185)	Senior Staff (\$159)	Staff 3 (\$142)	Staff 2 (\$131)	Staff 1 (\$113)	CAD Designer (\$109)	Senior Project Coordinator Tech Editor (\$120)	Senior Technical Editor (\$125)				
<i>Task 2: Project Website Development/SharePoint Site</i>														
	9	9	-	-	-	-	-	-	90	-	108	\$14,715	\$1,080	\$15,795
<i>Task 6: Draft EIS Development</i>														
	64	128	-	192	192	192	128	64	-	128	1,088	\$161,664	\$5,274	\$166,938
<i>Task 12: Project Management 2019 (new task)</i>														
	105	105	40	-	-	-	-	-	45	-	295	\$58,475	\$4,326	\$62,801
Total Hours	178	242	40	192	192	192	128	64	135	128	1,491	-	--	-
Total Costs	\$40,050	\$50,820	\$7,400	\$30,528	\$27,264	\$25,152	\$14,464	\$6,976	\$16,200	\$16,000	-	\$234,854	\$10,680	\$245,534