

COB - BOSAIR FORM

08/19/2025 5:23 PM (MST)
Submitted by Judy.Cooper@pima.gov



Welcome to the [Board of Supervisors Agenda Item Report \(BOSAIR\)](#) Form.
This form is used to submit agenda items for Board of Supervisors consideration, including contracts, awards, grants, amendments, and other official actions.

All fields are required. Enter N/A if not applicable. For number fields, enter 0 if not applicable.

Record Number: PO TR PO2500025965

Award Type:	Contract
Requested Board Meeting Date:	09/16/2025
Signature Only:	NO
Procurement Director Award / Delegated Award:	<ul style="list-style-type: none">N/A
Supplier / Customer / Grantor / Subrecipient:	PSOMAS INC (Headquarters: Los Angeles, CA)
Project Title / Description:	Transportation Master Plan
Purpose:	Award: Contract No. PO2500025965. This award of contract is recommended to the highest-ranking qualified consultant in the amount of \$573,461.53 for a contract term from 09/16/25 to 06/30/27 for professional engineering services for the development of a Transportation Master Plan. Administering Department: Transportation.
Procurement Method:	Other
Insert additional Procurement Method info, if applicable:	<p>Request for Qualifications No. RFQu-2500006719 was conducted in accordance with A.R.S. § 34-603 and Pima County Board of Supervisors Policy D29.1. Three responsive statements of qualifications were received and evaluated by a 5 member committee using qualifications and experience-based selection criteria. Based upon the evaluation of the respondents' written representations of their qualifications and necessary due diligence, the highest-ranking qualified consultant is being recommended for award.</p> <p>Attachments: Risk Approval, Notice of Recommendation for Award, and Contract.</p>
Program Goals/Predicted Outcomes:	This project will establish Pima County's first Transportation Master Plan (TMP) to support the expansion of transportation options, and the TMP will identify goals and objectives of the current and future travel demand of all modes of transportation.
Public Benefit and Impact:	This project will develop recommendations to identify funding and investments based on community engagement.
Budget Pillar	<ul style="list-style-type: none">Improve the quality of life

Support of Prosperity Initiative:	8. Prioritize Transportation Options to Connect Disadvantaged Communities to Jobs and Resources
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Provide information that explains how this activity supports the selected Prosperity Initiative	Research indicates transportation insecurity is a key factor in persistent poverty. Rural, suburban, and urban disadvantaged communities may have different transportation needs and challenges that require different solutions. The TMP will identify and prioritize safe, reliable, and affordable transportation options as highlighted in the initiative.
Metrics Available to Measure Performance:	The TMP will provide expanded transportation and mobility options. The performance will be measured using the consultant evaluation process as outlined in BOS Policy D29.1 (E).
Retroactive:	NO

Contract / Award Information

Record Number: PO TR PO2500025965	
Document Type:	PO
Department Code:	TR
Contract Number:	PO2500025965
Commencement Date:	09/16/2025
Termination Date:	06/30/2027
Total Expense Amount:	
\$573,461.53	
Total Revenue Amount:	
\$0.00	
Funding Source Name(s) Required:	Pima County Highway User Revenue Funds (HURF)
Funding from General Fund?	NO
Contract is fully or partially funded with Federal Funds?	NO
Were insurance or indemnity clauses modified?	YES
Vendor is using a Social Security Number?	NO
Department:	Procurement
Name:	Judy Cooper <i>jc</i>
Telephone:	520-724-3727

Division Manager/Procurement Officer Signature: Scott Loomis Digitally signed by Scott Loomis
Date: 2025.08.25 10:45:22 -07'00' Date: _____

Procurement Director Signature: Bruce D Collins Digitally signed by Bruce D Collins
Date: 2025.08.27 15:04:37 -07'00' Date: _____

Department Director Signature:  Digitally signed by Kathryn Skinner
DN: cn=Kathryn Skinner, ou=Pima County, ou=Department of Transportation, email=kathryn.skinner@pima.gov, c=US
Date: 2025.08.28 14:32:24 -07'00' Date: _____

Deputy County Administrator Signature:  Date: 8/28/2025

County Administrator Signature:  Date: 8/29/2025



Modification to Insurance or Indemnity Clause

Date: 8/14/2025

Requestor Name: Judy Cooper

Department: Procurement

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Change to Insurance

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Change to Indemnity

Supplier Name: PSOMAS INC

Contract No: PO25xxxxxx

Project Title/Description:

Transportation Master Plan

Requested Change:

PSOMAS is requesting the following change to Indemnity: 9.1. To the fullest extent permitted by law, Consultant will defend, indemnify, and hold harmless Pima County and any related taxing district, and the officials and employees of each of them (collectively, "Indemnitee") from and against any and all claims, actions, liabilities, losses, and expenses (including reasonable attorney fees) (collectively, "Claims") arising out of actual or alleged injury of any person (including death) or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by any act or omission of Consultant or any of Consultant's directors, officers, agents, employees, volunteers, or subconsultants but

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Approved

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Denied

Risk Management:

Comments:



NOTICE OF RECOMMENDATION FOR AWARD

Date of Issue: August 19, 2025

The Pima County Procurement Department hereby issues formal notice to respondents to Solicitation No. **RFQu-2500006719, Transportation Master Plan** that the following listed respondent will be recommended for award as indicated below. The award action is scheduled to be performed by the Board of Supervisors, on or after, September 16, 2025.

Award is recommended to the Most Qualified Respondent.

AWARDEE NAME

PSOMAS INC

OTHER RESPONDENTS' NAMES

Fehr & Peers, Inc.
HDR Engineering, Inc.

NOTE: Pursuant to A.R.S. §34-603(H), only the names of the firms on the final list may be disclosed.

Issued by: /s/ Judy Cooper

Telephone Number: (520) 724-3727

This notice is in compliance with Pima County Procurement Code §11.20.010(C).

Copy to: Pima County SBE via e-mail at SBE@pima.gov

PIMA COUNTY DEPARTMENT OF TRANSPORTATION

PROJECT: Transportation Master Plan

CONSULTANT: PSOMAS INC
1745 E. River Road, Suite 245
Tucson, Arizona 85718

CONTRACT NO.: PO2500025965

AMOUNT: \$573,461.53

FUNDING: Pima County Highway User Revenue Funds (HURF)

CONSULTANT SERVICES CONTRACT

1. Parties, Background and Purpose.

- 1.1. Parties. This Contract is entered into between Pima County, a body politic and corporate of the State of Arizona, hereafter called County, and PSOMAS INC, hereinafter called Consultant, and collectively referred to as the Parties.
- 1.2. Authority. County requires the services of a Consultant registered in the State of Arizona and/or certified with the American Institute of Certified Planners and qualified to provide professional engineering services for the development of a Transportation Master Plan (TMP) ("Project").
- 1.3. Solicitation. County previously issued Solicitation No. RFQu-2500006719 for Transportation Master Plan ("Solicitation"). Requirements and specifications contained in Solicitation, all documents included in Solicitation, and any information and documentation submitted by Consultant in response to Solicitation, are incorporated into this Contract by reference.
- 1.4. Consultant's Response. Consultant's representations in response to Pima County Solicitation No. RFQu-2500006719, Consultant was determined to be the most qualified for this Project.

2. Term and Extension/Renewal/Changes.

- 2.1. Initial Term. This Contract, as approved by the Board of Supervisors, commences on September 16, 2025, and terminates on June 30, 2027, unless sooner terminated or further extended pursuant to the provisions of this Contract.
- 2.2. Extension Options. County has the option to extend the contract termination date for purposes of project completion. Any modification or extension of the contract termination date must be by formal written amendment executed by the Parties.

3. Scope of Services. Consultant agrees to provide Professional Engineering Services for the County as described in Exhibit A – Scope of Services (7 pages), an attachment to this contract, and to complete such services within the term and value of this contract as it may be modified in accordance with Section 5. Amendments and changes to the Scope must be approved by the Board of Supervisors or the Procurement Director before the work under the amendment commences.

4. Definitions.

- 4.1. Other Direct Costs. Other Direct Costs are those costs that can be specifically identified within this Contract, are required for performance of the Contract, and are actually incurred. This includes

Subcontract or Subconsultant costs; reproduction, copy and printing costs; courier services; and similar costs specifically necessary for this Contract and approved by County.

- 4.2. Cost Plus Fixed Fee. The modified Cost Plus Fixed Fee (CPFF) is a compensation method that provides compensation to Consultant for actual costs of Direct Labor, Indirect, and Other Direct Costs incurred up to a "not-to-exceed" amount, plus a fixed Fee amount for the successful performance of the work. The Fee amount may initially be determined as a percentage of the estimated not-to-exceed costs. Once negotiated, the Fee amount becomes fixed and does not vary with actual costs. The Fee may only be in accordance with Section 5.
- 4.3. Critical Path Method. The Critical Path Method (CPM) is a way of depicting the sequence of activities in a project, including interdependencies, and containing all activities needed for successful completion of the Work. Delay in the completion of activities on the critical path will extend the completion date.
- 4.4. Direct Labor Costs. Direct Labor Costs are the total number of allowable hours worked on the Project by each individual multiplied by the Labor Rate, identified in Exhibit B – Compensation Schedule (27 pages).
- 4.5. Fee. Fee is the amount, independent of actual costs, that the Consultant is allowed for assuming risk and to stimulate efficient contract performance. Fee includes compensation to Consultant for both profit and unallowable costs. Efficient cost control will allow Consultant to earn a higher profit margin without adjustment of the fee amount. Conversely, inefficient cost control will result in a lower profit margin.
- 4.6. Float. Float is the number of days by which an activity not on the critical path in a CPM network may be delayed before it extends the completion date.
- 4.7. Labor Rates. Labor rates are the actual cost of salary paid to employees of Consultant and identified in Exhibit B – Compensation Schedule.
- 4.8. Not to Exceed Cost. The Not to Exceed Cost for a task is the sum of the agreed Direct Labor costs, indirect costs, and other reimbursable costs of the task defined in the original Project Baseline. Actual Direct Labor costs may be invoiced based on hours worked, per discipline, per task, or a percentage complete by task for the period. Consultant assumes all risk for providing the requested task/deliverables at or below the original estimated cost, unless an equitable adjustment to the scope and/or fee are made by amendment to the Contract. Any costs incurred by Consultant beyond the not-to-exceed amount identified which are not attributable to any change in the project baseline are unallowable. Unallowable costs are compensated through the Consultant's fixed Fee.
- 4.9. Indirect Costs. Indirect costs are at the overhead rate identified in Exhibit B – Compensation Schedule.
- 4.10. Project Baseline. The agreed Contract scope of services, total Not-to-Exceed Cost plus Fixed-Fee (CPFF), the allocation thereof among Contract tasks, and the accompanying schedule and expectations/assumptions upon which the scope of services and schedule are based, collectively constitute the Project Baseline.

5. Compensation and Payment.

- 5.1. Rates; Adjustment. County will pay Consultant on a modified Not-to-Exceed Cost plus Fixed Fee (CPFF) basis, not to exceed the total amount of this Contract. Cost is comprised of Consultant's Direct Labor Costs, Indirect Costs and Other Direct Costs. Consultant's fee will remain fixed and may be adjusted only as provided in Section 5 and Section 6.
- 5.2. Compensation Schedule. Consultant's total CPFF will be allocated among the major tasks contemplated by this Contract in such manner that each major deliverable will have associated with it a not-to-exceed cost, plus a fixed fee amount, incorporated herein as Exhibit B – Compensation

Schedule. Consultant may invoice monthly for the actual costs incurred plus a pro-rata portion of the fee amount for each task. Consultant will calculate actual costs based on actual hours spent, to which the agreed overhead rate may be applied, plus Other Direct Costs. Actual Costs may then be represented as percentage of the “not to exceed” cost amount associated with that task on the Consultant’s invoice for billing purposes. Calculations and supporting data will be made available to County at any time, upon request. The cumulative payment for the actual costs of any task may not be more than the “not to exceed” cost amount associated with that task. Upon completion of the Scope of Work, (including acceptance by County of all associated deliverables), County will pay the balance of the fixed fee to Consultant.

- 5.3. Hourly Rates. Hourly rates and all other rates included under this Contract will remain fixed throughout the term of the contract. County may consider adjustments to rates in connection with any extensions of the contract term.
- 5.4. Maximum Payment Amount. The total of all payments to Consultant for services provided under this Contract will not exceed \$573,461.53.
- 5.5. Timing of Invoices. Unless otherwise agreed, Consultant will submit invoices monthly.
- 5.6. Content of Invoices. All invoices will be accompanied by a narrative description of the work performed during the period covered by the invoice, time accounting information, and an allocation of all direct costs, including reimbursable costs and Subconsultant charges, to the tasks identified in the Scope of Services for which those costs were incurred. The time accounting information should be sufficient to show the workers and hours worked by day for the period covered by the invoice. Subconsultant charges must be supported by appropriate documentation with each separate invoice submitted.
- 5.7. Invoice Adjustments. For the period of record retention required under Section 26, County reserves the right to question any payment made under this Section and to require reimbursement by setoff or otherwise for payments determined to be improper or contrary to the Contract or law.
- 5.8. Additional Services. Consultant will not perform work in excess of the contract amount without prior authorization by an amendment executed by the Parties. Work performed in excess of the contract amount without prior authorization by amendment is at Consultant’s own risk. Additional Services identified in Exhibit B – Compensation Schedule, are services within the scope of this Contract but not included within the Tasks identified as of the effective date of this Contract. If ordered, Consultant will invoice additional Services at the rates incorporated into this Contract as in Exhibit B – Compensation Schedule. County may add additional services throughout the term of the Contract by providing notice in writing to Consultant. Hourly billable rates shown in Exhibit B – Compensation Schedule will only be adjusted by written amendment to the Contract. The Parties may add additional required professional classifications or disciplines to Exhibit A – Scope of Services by written amendment at any time.
- 5.9. Invoice Discrepancies. County has 10 calendar days from the date of invoice to notify Consultant of any invoicing discrepancies. County and Consultant will meet to resolve any discrepancies before the invoice is approved or rejected for payment. Subconsultant charges must be supported by appropriate documentation upon request by County.

6. Project Baseline and Adjustments.

- 6.1. Schedule. County and Consultant have agreed upon the Project scope and the total Cost Plus Fixed Fee and will prepare a CPM-based schedule for the performance of the work. The schedule is based on assumptions and expectations agreed upon by the Parties. Schedule estimates for the timeframes associated with outside party activities, i.e. design and other reviews, and/or permits or other clearances do not represent commitments made by either outside agencies or the permit-granting entities of County. This Project Baseline represents a firm commitment by the Parties to complete the work within

the schedule and total cost identified in the Baseline, subject to schedule variations by outside parties and other factors beyond the control of the Parties.

- 6.2. Project Baseline Adjustments. Although the Baseline reflects the best estimates and expectations of the Parties at the time of agreement, there is an element of uncertainty associated with the design process that makes the actual schedule and effort required to complete the work difficult or impossible to establish in advance. Unusual citizen input, litigation, regulatory changes, significant delays by utilities or others, unforeseen decisions or commitments by policy makers, or other unanticipated events or factors beyond the control of the Parties that differ materially from the expectations of the Parties may delay or disrupt the schedule and/or require a change in the level of resources or effort. The Project Baseline may be adjusted as follows:

- 6.2.1. A delay in the work attributable to a failure by County to adhere to its estimates with respect to schedule is an excusable delay for which an adjustment may be made to the schedule. In any such case affecting a task on the critical path, the schedule of the affected task or activity may be extended one day for each day of County-caused delay; provided, however, that if the County-caused delay overlaps a period of delay attributable to any other cause, the extension for County-caused delay is limited to the number of non-overlapped days of County-caused delay.
- 6.2.2. There is no adjustment for any delay in the work attributable to a failure by Consultant to adhere to its commitments with respect to schedule. In the event of a significant delay attributable to a failure by Consultant to adhere to its schedule expectations, Consultant will provide a recovery plan to County within 5 days of County's request. For the purposes of this paragraph, a delay arising from or attributable to a necessity for Consultant to make more than 2 submissions of plans or documents for approval is a failure by Consultant to adhere to its schedule commitments. Consultant's work associated with additional reviews is non-compensable.
- 6.2.3. A delay in the work attributable to any other cause that differs materially from the expectations of the Parties regarding that cause is an excusable delay for which the Parties will negotiate an appropriate schedule adjustment. If the period of delay attributable to any cause under this paragraph overlaps a period of delay attributable to any other cause, the adjustment under this paragraph will be made first and the delay attributed to such other cause will be limited to that occurring outside of the overlap.
- 6.2.4. If any of the causes of delay in subparagraphs 6.2.1 or 6.2.3 above affects a task or activity on the critical path, then the schedule adjustment may include adjustment to the completion date. If the cause does not affect a task or activity on the critical path, then the adjustment will be made from Float and the completion date will not change.
- 6.2.5. If any of the causes of delay in subparagraphs 6.2.1 or 6.2.3 above results in material provable additional costs to the affected task or tasks as a result of disruption of the schedule, then the Parties will negotiate an equitable adjustment to the cost for the affected task or tasks, but not to the fee.
- 6.2.6. The Parties will negotiate an equitable adjustment of cost and fee for any task or tasks for which there is any significant change in the level of effort arising from additional or changed work requested or directed in writing by County that materially deviates from or adds to the baseline expectations or assumptions of the Parties with respect to the work.
- 6.2.7. If any action, comment, cause, decision, or other event attributable to any third-party results in a change in requirements that differs materially from expectations, then the Parties will negotiate in good faith an equitable adjustment in the cost and fee for the affected task or tasks.

- 6.3 Completion Date. Consultant agrees to complete the work by the completion date in the schedule, as it may be adjusted under the preceding provisions of this Section. Costs incurred by Consultant to complete the work after the completion date in the schedule are not reimbursable under this Contract.

7. Reallocation of Funds.

- 7.1. Costs. Given the magnitude and complexity of the scope required by this Contract, the Parties understand that the actual cost to perform specific tasks may vary from the estimates reflected in Exhibit A – Scope of Services and Exhibit B – Compensation Schedule.
- 7.2. Tasks. If the actual cost to complete a task is less than the estimated amount for that task, the cost savings realized accrues to County. With the agreement of the Parties, County may reallocate the cost savings to other tasks in Exhibit A – Scope of Services and Exhibit B – Compensation Schedule as follows:
- 7.2.1. Subtasks. Reallocation between subtasks in Exhibit A – Scope of Services under any one of the major task categories in Exhibit B – Compensation Schedule may be made between the County's department representative and the Consultant's project manager by written agreement.
- 7.2.2. Procurement Director. County's Procurement Director may make a reallocation among the major tasks in Exhibit B – Compensation Schedule by a Contract amendment, provided that the transfer does not increase the total amount of the Contract.
- 7.2.3. Board of Supervisors. The Board of Supervisors may make any reallocation or adjustment in Exhibit A – Scope of Services or Exhibit B – Compensation Schedule that increases the total contract amount through a Contract Amendment.
- 7.3. Cost and Fee. Costs and Fee may not be reallocated from any task on which work has not progressed significantly and which does not include actual or demonstrable savings or reductions in required effort such that the task may be completed for less than the balance of the task remaining after the transfer.

8. **Insurance**. The Insurance Requirements herein are minimum requirements for this Contract and in no way limit the indemnity covenants contained in this Contract. County in no way warrants that the minimum limits contained herein are sufficient to protect the Consultant from liabilities that arise out of the performance of the work under this Contract.

- 8.1. Ratings. Consultant's insurance will be placed with companies licensed in the State of Arizona or hold approved non-admitted status on the Arizona Department of Insurance List of Qualified Unauthorized Insurers. Insurers will have an "A.M. Best" rating of not less than A- VII. County in no way warrants that the above-required minimum insurer rating is sufficient to protect the Consultant from potential insurer insolvency.

8.2. Insurance Coverages and Limits.

- 8.2.1. Minimum Scope and Limits of Insurance: Consultant will procure and maintain, until all of their obligations have been discharged, coverage with limits of liability not less than those stated below.

- 8.2.1.1. Commercial General Liability (CGL) – Occurrence Form with limits of \$2,000,000 Each Occurrence and \$2,000,000 General Aggregate. Policy will include bodily injury, property damage, and broad form contractual liability coverage.

8.2.1.2. Business Automobile Liability – Bodily Injury and Property Damage for any owned, hired, and/or non-owned automobiles used in the performance of this Contract with a Combined Single Limit (CSL) of \$1,000,000.

8.2.1.3. Workers' Compensation and Employers' Liability - Statutory requirements and benefits. Coverage is compulsory for employers of one or more employees. Employer's Liability - \$1,000,000.

Note: The Workers' Compensation requirement will not apply to a Consultant that is exempt under A.R.S. § 23-901, and when such Consultant executes the appropriate County Sole Proprietor or Independent Consultant waiver form.

8.2.1.4. Professional Liability (Errors and Omissions) Insurance – This insurance is required when soliciting work from licensed professionals. The policy limits will be not less than \$2,000,000 Each Claim and \$2,000,000 Annual Aggregate. The policy will cover professional misconduct or negligent acts for those positions defined in the Scope of Work of this contract.

8.2.1.5. Claims-Made Coverage. In the event that the Professional Liability insurance required by this Contract is written on a claims-made basis, Consultant warrants that any retroactive date under the policy will precede the effective date of this Contract and, either continuous coverage will be maintained, or an extended discovery period will be exercised, for a period of 3 years beginning at the time work under this Contract is completed.

8.3. Additional Insurance Requirements:

The policies will include, or be endorsed to include, as required by this written agreement, the following provisions:

8.3.1. Additional Insured: The General Liability and Business Automobile Liability Policies will each be endorsed to include County, its departments, districts, boards, commissions, officers, officials, agents, and employees as additional insured's with respect to liability arising out of the activities performed by or on behalf of Consultant.

8.3.2. Subrogation: The General Liability, Business Automobile Liability and Workers' Compensation Policies will each contain a waiver of subrogation endorsement in favor of County, and its departments, districts, boards, commissions, officers, officials, agents, and employees for losses arising from work performed by or on behalf of Consultant.

8.3.3. Primary Insurance: Consultant's policies will stipulate that the insurance afforded Consultant will be primary and that any insurance carried by the Department, its agents, officials, employees or County will be excess and not contributory insurance.

8.3.4. Insurance provided by Consultant will not limit Consultant's liability assumed under the indemnification provisions of this Contract.

8.4. Notice of Cancellation:

Each required Insurance policy must provide, and certificates specify, that County will receive not less than 30 days advance written notice of any policy cancellation, except 10-days prior notice is sufficient when the cancellation is for non-payments of a premium. Notice shall include the County project or contract number and project description.

8.5. Verification of Coverage:

Consultant will furnish County with certificates of insurance as required by this Contract. An authorized representative of the insurer will sign the certificates.

8.5.1. All certificates and endorsements, as required by this written agreement, are to be received and approved by County before work commences. Each insurance policy required by this Contract must be in effect at, or prior to, commencement of work under this Contract. Failure to maintain the insurance coverages or policies as required by this Contract, or to provide evidence of renewal, is a material breach of contract.

8.5.2. All certificates required by this Contract will be sent directly to the Department. County project or contract number and project description will be noted on the certificate of insurance. County reserves the right to require complete copies of all insurance policies required by this Contract at any time.

8.6 Approval and Modifications:

The Pima County Risk Manager may modify the Insurance Requirements at any point during the Term of this Contract. This can be done administratively, with written notice from the Risk Manager and does not require a formal Contract amendment. Neither the County's failure to obtain a required insurance certificate or endorsement, the County's failure to object to a non-complying insurance certificate or endorsement, nor the County's receipt of any other information from the Consultant, its insurance broker(s) and/or insurer(s), constitutes a waiver of any of the Insurance Requirements.

9. **Indemnification.**

9.1. To the fullest extent permitted by law, Consultant will defend, indemnify, and hold harmless Pima County and any related taxing district, and the officials and employees of each of them (collectively, "Indemnitee") from and against any and all claims, actions, liabilities, losses, and expenses (including reasonable attorney fees) (collectively, "Claims") arising out of actual or alleged injury of any person (including death) or loss or damage to tangible or intangible property caused, or alleged to be caused, in whole or in part, by any act or omission of Consultant or any of Consultant's directors, officers, agents, employees, volunteers, or subconsultants but only to the extent caused by negligence, recklessness, or intentional wrongful conduct of the Consultant. This indemnity includes any claim or amount arising or recovered under the Workers' Compensation Law or arising out of the failure of Consultant to conform to any federal, state or local law, statute, ordinance, rule, regulation or court decree. This indemnity will survive the expiration or termination of this Contract.

9.2. All warranty and indemnification obligations under this contract shall survive expiration or termination of the contract, unless expressly provided otherwise. The Parties agree that any indemnification provision inconsistent with A.R.S. § 34-226 is, in all cases, not void, but will be interpreted and applied as if it were consistent with A.R.S. § 34-226.

9.3. Upon request, Consultant may fully indemnify and hold harmless any private property owner granting a right of entry to Consultant for the purpose of completing the project but only to the extent caused by negligence, recklessness, or intentional wrongful conduct of the Consultant. The obligations under this Section do not extend to the negligence of County, its agents, employees or indemnities.

10. **Laws and Regulations.**

10.1. Compliance with Laws. Consultant will comply with all federal, state, and local laws, rules, regulations, standards and Executive Orders, without limitation to those designated within this Contract.

- 10.2. Licensing. Consultant warrants that it is appropriately licensed to provide the services under this Contract and that its Subconsultants will be appropriately licensed.
- 10.3. Choice of Law; Venue. The laws and regulations of the State of Arizona govern the rights and obligations of the Parties under this Contract. Any action relating to this Contract must be filed and maintained in Superior Court in Pima County.
11. **Status of Consultant**. Consultant is an independent Consultant. Neither Consultant, nor any of Consultant's officers, agents or employees will be considered an employee of Pima County for any purpose or be entitled to receive any employment-related benefits, or assert any protections, under the Pima County Merit System. Consultant is responsible for paying all federal, state and local taxes on the compensation received by Consultant under this Contract and will indemnify and hold County harmless from any and all liability that County may incur because of Consultant's failure to pay such taxes.
12. **Consultant's Performance**.
- 12.1. Performance. Consultant will perform the work with the degree of care and skill required of any similarly situated Arizona registrant. Consultant will employ suitably trained and skilled professional personnel to perform all required services under this Contract. Prior to changing any key personnel, especially those key personnel County relied upon in making this contract, Consultant will obtain County's approval.
- 12.2. Responsibility. Consultant is responsible for the professional quality, technical accuracy, timely completion, and the coordination of all its effort and other services furnished by Consultant under this Contract. Without additional compensation, Consultant will correct or revise any errors, omission, or other deficiencies in all products of its efforts and other services provided. This includes resolving any deficiencies arising out of the acts or omissions of Consultant found during or after the course of the services performed by or for Consultant under this Contract, regardless of County having knowledge of or condoning/accepting the products or the services. Correction of such deficiencies will be at no cost to County.
13. **Non-Waiver**. The failure of County to insist in any one or more instances upon full and complete compliance with any of the terms and provisions of this Contract or to take any action permitted as a result is not a waiver or relinquishment of the right to insist upon full and complete performance of the same or any other covenant or condition either in the past or in the future. The acceptance by either Party of sums less than may be due and owing it at any time is not an accord and satisfaction.
14. **Subconsultant**. Consultant will be fully responsible for all acts and omissions of its Subconsultant and of persons directly or indirectly employed by Subconsultant and of persons for whose acts any of them may be liable to the same extent that Consultant is responsible for the acts and omissions of persons directly employed by it. Nothing in this Contract creates any obligation on the part of County to pay or any Subconsultant, except as may be required by law.
15. **Non-Assignment**. Consultant will not assign its rights or obligations under this Contract in whole or in part, without County's prior written approval. County may withhold approval at its sole discretion.
16. **Non-Discrimination**. Consultant will comply with all provisions and requirements of Arizona Executive Order 2009-09, which is hereby incorporated into this contract, including flow-down of all provisions and requirements to any Subconsultants. During the performance of this Contract, Consultant will not discriminate against any employee, client or any other individual in any way because of that person's age, race, creed, color, religion, sex, disability or national origin.
17. **Americans with Disabilities Act**. Consultant will comply with Title II of the Americans with Disabilities Act (Public Law 110-325, 42 U.S.C. §§ 12101-12213) and the federal regulations for Title II (28 CFR Part 35).

18. **Cancellation for Conflict of Interest.** This Contract is subject to cancellation for conflict of interest pursuant to A.R.S. § 38-511, the pertinent provisions of which are incorporated into this Contract by reference.

19. **Termination of Contract for Default.**

19.1. Upon a failure by Consultant to cure a default under this Contract within ten days of receipt of notice from County of the default, County may, in its sole discretion, terminate this Contract for default by written notice to Consultant. In this event, County may take over the work and complete it by contract or otherwise. In such event, Consultant will be liable for any damage to the County resulting from Consultant's default, including any increased costs incurred by County in completing the work.

19.2. Default Events. The following constitutes an event of default:

- 19.2.1. Abandonment of or failure by Consultant to observe, perform or comply with any material term, covenant, agreement or condition of this Contract, or to prosecute the work or any separable part thereof with the diligence that will ensure completion within the time specified in this contract, including any extension, or a failure to complete the work (or the separable part of the work) within the specified time;
- 19.2.2. Persistent or repeated refusal or failure to supply adequate staff, resources or direction to perform the work on schedule or at an acceptable level of quality;
- 19.2.3. Refusal or failure to remedy defective or deficient work within a reasonable time;
- 19.2.4. Loss of professional registration or business or other required license or authority, or any curtailment or cessation for any reason of business or business operations that would substantially impair or preclude Consultant's performance of this Contract;
- 19.2.5. Disregard of laws, ordinances, or the instructions of County or its representatives, or any otherwise substantial violation of any provision of the Contract;
- 19.2.6. Performance of work hereunder by personnel that are not qualified or permitted under state law or local law to perform such services;
- 19.2.7. Commission of any act of fraud, misrepresentation, willful misconduct, or intentional breach of any provision of this Contract; or
- 19.2.8. If a voluntary or involuntary action for bankruptcy is commenced with respect to Consultant, or Consultant becomes insolvent, makes a general assignment for the benefit of creditors, or has a receiver or liquidator appointed in respect of its assets.

19.3. Termination. In the event of a termination for default:

- 19.3.1. All finished and unfinished drawings, specifications, documents, data, studies, surveys, drawings, photographs, reports and other information in whatever form, including electronic, acquired or prepared by Consultant for this project become County's property and will be delivered to County not later than 5 business days after the effective date of the termination;
- 19.3.2. County may withhold payments to Consultant arising under this or any other Contract for the purpose of set-off until such time as the exact amount of damage due County from Consultant is determined; and
- 19.3.3. Subject to the immediately preceding subparagraph 19.3.2, County's liability to Consultant will not exceed the Contract value of work satisfactorily performed prior to the date of termination for which County has not previously made payment.

19.4. Non-Termination. County will not terminate Contract for default or charge Consultant with damages under this Section if:

19.4.1. Except for subparagraph 19.2.8 in subsection 19.2 above, the event of default or delay in completing the work arises from unforeseeable causes beyond the control and without the fault or negligence of Consultant. Examples of such causes include:

19.4.1.1. Acts of God or of the public enemy,

19.4.1.2. Acts of County in either its sovereign or contractual capacity,

19.4.1.3. Acts of another Contractor in the performance of a contract with County,

19.4.1.4. Fires,

19.4.1.5. Floods,

19.4.1.6. Epidemics and pandemics,

19.4.1.7. Quarantine restrictions,

19.4.1.8. Strikes,

19.4.1.9. Freight embargoes,

19.4.1.10. Unusually severe weather, or

19.4.1.11. Delays of Subconsultants at any tier arising from unforeseeable causes beyond the control and without the fault or negligence of both Consultant and the Subconsultant(s); and

19.4.2. Consultant, within 7 days from the beginning of any event of default or delay (unless extended by County), notifies County in writing of the cause(s) therefor. In this circumstance, County will ascertain the facts and the extent of the resulting delay. If, in the reasonable judgment of County, the findings warrant such action, County may extend the time for completing the work.

19.5. Receipt of Notice. For the purposes of subsection 19.1 above, "receipt of notice" includes receipt by hand by Consultant's Project Manager, by facsimile transmission with notice of receipt, or under the Notices clause of this Contract.

19.6. Excusable. If, after termination of the Contract for default, County determines that the Consultant was not in default, or that the delay was excusable, the rights and obligations of the Parties will be the same as if County had terminated Contract for convenience as set forth in Section 20.

19.7. Rights and Remedies. The rights and remedies of County in this Section are cumulative and in addition to any other rights and remedies provided by law or under this contract.

20. **Termination for Convenience of County**. County may terminate this Contract at any time by giving written notice to Consultant of such termination and specifying the effective date thereof, at least 15 days before the effective date of such termination. In that event, all finished or unfinished documents and other materials will, at the option of the County, become its property. If County terminates the Contract as provided herein, County will pay Consultant an amount based on the time and expenses incurred by Consultant prior to the termination date, however, no payment will be allowed for anticipated profit on unperformed services.

21. **Non-Appropriation of Funds.** Notwithstanding any other provision in this Contract, this Contract may be terminated if for any reason the Pima County Board of Supervisors does not appropriate sufficient monies for the purpose of maintaining this Contract. In the event of such termination, County will have no further obligation to Consultant, other than payment for services rendered prior to termination.

22. **Notices.** Any notice required or permitted to be given under this Contract must be in writing and be served by delivery or by certified mail upon the other Party as follows:

COUNTY:

Kathryn Skinner, Director
Department of Transportation
201 N. Stone
Tucson, Arizona 85701
Tel: (520) 724-6410

CONSULTANT:

Darlene Danehy Yellowhair, PE, TE, PTOE, RSP2
PSOMAS INC
1745 E. River Road, Suite 245
Tucson, Arizona 85718
Tel: (520) 292-2300

23. **Other Documents.** County and Consultant in entering into this Contract have relied upon information provided in Request for Qualifications No. RFQu-2500006719, and on representations and information in the Consultant's response to said RFQu. These documents are hereby incorporated into and made a part of this Contract as if set forth in full herein, to the extent not inconsistent with the provisions of this Contract. Consultant will perform services in accordance with the terms of the Contract and at a level of care consistent with prevailing industry standards. In the event any provision of this contract is inconsistent with those of any other document, the contract provisions will prevail.

24. **Remedies.** Either Party may pursue any remedies provided by law for the breach of this Contract, provided, however, that the procedures in Section 28 are first exhausted. No right or remedy is intended to be exclusive of any other right or remedy and each is cumulative and in addition to any other right or remedy existing at law or at equity or by virtue of this Contract.

25. **Severability.** Each provision of this Contract stands alone, and any provision of this Contract found to be prohibited by law is ineffective to the extent of such prohibition without invalidating the remainder of this Contract.

26. **Books and Records.**

26.1. Maintenance. Consultant will keep and maintain proper and complete books, records and accounts, which will be open at all reasonable times for inspection and audit by duly authorized representatives of County.

26.2. Retention. Consultant will retain all records relating to this contract at least 5 years after its termination or cancellation or until any related pending proceeding or litigation has been closed, if later. Alternatively, Consultant may, at its option, deliver such records to County for retention.

27. **Delays.** Neither Party will be in default in the performance of its obligations to the extent that the performance of any such obligation is prevented or delayed by any cause, existing or future, which is beyond the reasonable control of such Party.

28. **Disputes.**

28.1. Resolving Dispute. In the event of a dispute between the Parties regarding any part of this Contract or the Parties' obligations or performance hereunder, either Party may request a special meeting between their respective representatives to resolve the dispute. If the dispute remains unresolved, then either Party may request escalation of the issue to a meeting between the Director of the Pima County Department administering this Contract and Consultant's counterpart official, such meeting to be held within 1 week of the request, unless otherwise agreed. If the dispute is still not resolved after that

meeting, then either Party may pursue such remedy or remedies as may be available to them under the laws of the State of Arizona.

28.2. Performance. The Parties will continue performance of their respective obligations under this Contract notwithstanding the existence of any dispute.

29. **Ownership of Documents**. Ownership of all original drawings, field data, estimates, field notes, plans, specifications, documents, reports, calculations, and other information developed by Consultant under this contract vests in and become the property of County and shall be delivered to County upon completion or termination of the services, but Consultant may retain and use copies thereof. County agrees that the material will not be used for any project other than the project for which it was designed without the expressed permission of the Consultant.

30. **Public Records**.

30.1. Disclosure. Pursuant to A.R.S. § 39-121 et seq., and A.R.S. §§ 34-603(H), 604(H), in the case of construction or Architectural and Engineering services procured under A.R.S. Title 34, Chapter 6, all information submitted by Consultant in any way related to this contract, including, but not limited to, pricing, product specifications, work plans, and any supporting data becomes public information and upon request, is subject to release and/or review by the general public including competitors.

30.2. Records Marked Confidential.

30.2.1. Any information submitted related to this Contract that Consultant believes constitutes proprietary, trade secret or otherwise confidential information must be appropriately and prominently marked as Confidential prior to submittal to County and be accompanied by an index specifically identifying and describing the general contents of each page so marked. The index is a Public Record and must not include any information considered confidential.

30.2.2. Notwithstanding the above provisions, in the event records marked Confidential are requested for public release pursuant to A.R.S. § 39-121 et seq., County will release records marked Confidential 10 business days after the date of notice to the Consultant of the request for release, unless Consultant has, within the 10 day period, secured a protective order, injunctive relief or other appropriate order from a court of competent jurisdiction in Arizona, enjoining the release of the records. For the purposes of this paragraph, the day of the request for release is not counted in the time calculation. County will notify Consultant of any request for such release on the same day of the request for public release or as soon thereafter as practicable. County is not, under any circumstances, responsible for securing a protective order or other relief enjoining the release of records marked Confidential, nor is County in any way financially responsible for any costs associated with securing such an order.

31. **Legal Arizona Workers Act Compliance**.

31.1. Compliance with Immigration Laws. Consultant warrants that it will at all times during the term of this Contract comply with all federal immigration laws applicable to Consultant's employment of its employees, and with the requirements of A.R.S. § 23-214 (A) (together the "State and Federal Immigration Laws"). Consultant will further ensure that each Subconsultant who performs any work for Consultant under this contract likewise complies with the State and Federal Immigration Laws.

31.2. Books & Records. County has the right at any time to inspect the books and records of Consultant and any Subconsultant in order to verify such party's compliance with the State and Federal Immigration Laws.

31.3. Remedies for Breach of Warranty. Any breach of Consultant's or any Subconsultant's warranty of compliance with the State and Federal Immigration Laws, or of any other provision of this section, is a

material breach of this Contract subjecting Consultant to penalties up to and including suspension or termination of this Contract. If the breach is by a Subconsultant, and the subcontract is suspended or terminated as a result, Consultant must take such steps as may be necessary to either self-perform the services that would have been provided under the subcontract or retain a replacement Subconsultant, (subject to County approval if Small Business Enterprise or Disadvantaged Business Enterprise preferences apply) as soon as possible so as not to delay project completion.

- 31.4. **Subconsultants.** Consultant will advise each Subconsultant of County's rights, and the Subconsultant's obligations, under this Section by including a provision in each subcontract substantially in the following form:

"Subconsultant hereby warrants that it will at all times during the term of this contract comply with all federal immigration laws applicable to Subconsultant's employees, and with the requirements of A.R.S. § 23-214 (A). Subconsultant further agrees that County may inspect the Subconsultant's books and records to insure that Subconsultant is in compliance with these requirements. Any breach of this paragraph by Subconsultant is a material breach of this contract subjecting Subconsultant to penalties up to and including suspension or termination of this contract."

- 31.5. **Costs.** Any additional costs attributable directly or indirectly to remedial action under this Section are the responsibility of Consultant. In the event that remedial action under this Section results in delay to one or more tasks on the critical path of Consultant's approved construction or critical milestones schedule, such period of delay is excusable delay for which Consultant is entitled to an extension of time, but not costs.

32. **Israel Boycott Certification.** Pursuant to A.R.S. § 35-393.01, if Consultant engages in for-profit activity and has 10 or more employees, and if this Contract has a value of \$100,000.00 or more, Consultant certifies it is not currently engaged in, and agrees for the duration of this Contract to not engage in, a boycott of goods or services from Israel. This certification does not apply to a boycott prohibited by 50 U.S.C. § 4842 or a regulation issued pursuant to 50 U.S.C. § 4842.
33. **Forced Labor of Ethnic Uyghurs.** Pursuant to A.R.S. § 35-394, if Consultant engages in for-profit activity and has 10 or more employees, Consultant certifies it is not currently using, and agrees for the duration of this Contract to not use (1) the forced labor of ethnic Uyghurs in the People's Republic of China; (2) any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China; and (3) any consultants, subconsultants or suppliers that use the forced labor or any goods or services produced by the forced labor of ethnic Uyghurs in the People's Republic of China. If Consultant becomes aware during the term of the Contract that the Company is not in compliance with A.R.S. § 35-394, Consultant must notify the County within 5 business days and provide a written certification to County regarding compliance within 180 days.
34. **Heat Injury and Illness Prevention and Safety Plan.** Pursuant to Pima County Procurement Code 11.40.030, Consultant hereby warrants that if Consultant's employees perform work in an outdoor environment under this Contract, Consultant will keep on file a written Heat Injury and Illness Prevention and Safety Plan. At County's request, Consultant will provide a copy of this plan and documentation of heat safety and mitigation efforts implemented by Consultant to prevent heat-related illnesses and injuries in the workplace. Consultant will post a copy of the Heat Injury and Illness Prevention and Safety Plan where it is accessible to employees. Consultant will further ensure that each subconsultant who performs any work for Consultant under this Contract complies with this provision.
35. **Amendment.** Except for the reallocation of funds provision above in Section 7, this Contract may be modified, amended, altered or extended only by a written amendment signed by the Parties.
36. **Entire Agreement.** This document constitutes the entire agreement between the Parties and all prior or contemporaneous agreements and understandings, oral or written, are hereby superseded and merged herein.

37. **Effectiveness and Date.** This contract will become effective when all Parties have signed it. The date of this Contract will be the date the Contract is signed by the last Party to sign it (as indicated by the date associated with that Party's signature).


Each Party is signing this Contract on the date below that Party's signature.

PIMA COUNTY:

Chair, Board of Supervisors

Date

CONSULTANT:



Signature

Alejandro Angel

Name and Title (Please Print)

08/26/2025

Date

ATTEST:

Clerk of the Board

Date

This contract template has been approved as to form by the Pima County Attorney's Office.

EXHIBIT A – SCOPE OF SERVICES (7 pages)

Pima County Transportation Master Plan

INTRODUCTION

The Pima County Dept of Transportation (PCDOT) is seeking consultant services to complete a long-range Transportation Master Plan (TMP) for Pima County. The narrative below summarizes the rationale and demand for a Transportation Master Plan, outlines the primary goals and deliverables to be included in the effort, and provides a scope of services to serve as a guide for applicants to structure their submittals. The scope of services included in this solicitation is intended to provide a high-level overview of what the Department of Transportation is seeking in a long-range Transportation Master Plan and should not constrain applicants from proposing strategies, tactics, methods, services, and other recommendations based on best practices or prior experience on similar projects. PCDOT invites applicants to propose innovative and state-of-the-art practice strategies to achieve the goals outlined below.

BACKGROUND

Pima County is interested in developing a county wide Transportation Master Plan that recognizes the quality of life, economic development, and environmental benefits of a transportation system that is oriented toward equitable and sustainable mobility, safety, and multimodal travel. This effort is intended to identify preferred transportation strategies (projects, programs, and policies) to guide the development of Pima County's transportation system over the coming 25+ years, while seeking to advance County priorities that go beyond typical transportation metrics.

The TMP creates the opportunity to integrate mode specific plans (vehicle, bicycle, pedestrian, transit, freight), transportation policies, safety initiatives (including Safe Streets for All Action Plan), roadway design guidelines, comprehensive planning (Pima Prospers), sustainability (Sustainability Action Plan), capital planning (Integrated Infrastructure Plan), and policies and practice for managing transportation rights-of-way.

The TMP will create a long-term unified vision for Pima County's transportation system relying on community input and based on a comprehensive review of existing transportation networks, plans, and operations. It will take into consideration projected population and employment growth, demographic context, and make recommendations for adapting to new technological innovations in transportation. The Plan will allow Pima County to create, prioritize, and fund transportation projects in a consistent and equitable manner using all available funding sources.

The Transportation Master Plan will incorporate and inform existing and ongoing planning efforts including: Pima County Safe Streets For All Action Plan, Southwest Area Mobility Study, PAG Regional Mobility and Accessibility Plan (RMAP), PAG Strategic Transportation Safety Plan, PAG Regional Pedestrian Plan, PAG Regional Bicycle Plan, PAG Regional Active Transportation Plan, PAG Long-Range Transit Plan, PAG Regional Freight Plan, Regional Traffic Data Network, Pima Regional Trails System Master Plan, Pima County Loop Master Plan, Pima County Community Health Needs Assessment, Pima County Americans with Disabilities Act (ADA) Transition Plan, Pima County Parks and Recreation Master Plan, and local and other relevant jurisdiction transportation plans such as Move Tucson and the Marana Transportation Master Plan.

The Pima County Transportation Master Plan will:

- Produce a **unified vision, values, and goals for the transportation system** that establishes strategies to: increase mobility and access while not encouraging unnecessary additional vehicular traffic, improve traffic safety, expand transportation choices and multimodal connectivity, provide greater integration between land use and transportation planning, identify opportunities for redevelopment, prepare for innovations in transportation technology, and better plan for and manage multiple uses of transportation rights-of-way.
- **Identify priority networks** for each mode and develop a detailed and **prioritized list of vehicle, pedestrian, bicycle, transit, and freight improvements**. This list will include short-term, mid-term and long-term transportation improvements and include planning level cost estimates.

- **Develop a new methodology(s) and system for prioritizing transportation investments** based on multiple criteria and quantitative data. The system should be able to accommodate different scopes, scales, and goals of various types of transportation improvements and shall be repeatable such that Pima County Transportation staff may periodically update priority lists in response to changes in development activity, public input, funding availability, community priorities, and other factors.
- **Recommend potential amendments and updates** to the Major Streets Plan, Roadway Design Manual, Subdivision Development and Manual and other technical standards, plans, and right-of-way management policies and practices that are necessary for the implementation of the Transportation Master Plan.

PLAN OBJECTIVES

- Expand the Pima County Transportation vision into actionable mobility-related goals and objectives
- Approach transportation access and mobility as essential to quality of life for Pima County residents
- Prioritize improving roadway safety in all aspects of plan development
- Create a comprehensive transportation vision addressing current needs, while providing a methodology to create and update priorities
- Apply an integrated approach to planning for all modes of transportation network
- Identify strategies in the form of policies, programs, projects, and practices
- Consider technological advances shaping the 21st century transportation network
- Cover a 25+ year timeframe

Remainder of page intentionally left blank.

SCOPE OF SERVICES

The following represents an outlined scope of services for the Pima County Transportation Master Plan. The project should take no longer than **18 months** to complete from Notice to Proceed. The time horizon for the study will be through 2055 and the study area will focus on unincorporated Pima County, but corridor recommendations may be made for facilities that move from incorporated or tribal to unincorporated areas.

1. Project Initiation and Management

- Prepare project work plan and timeline
 - One draft plan and one final plan will be developed.
 - One draft schedule and one final schedule will be developed.
 - The schedule may be updated with minor changes throughout the life of the project if needed.
- Assign roles and responsibilities
 - Roles of various team members will be included in the work plan.
 - Responsibilities, such as who is responsible for collecting/providing various pieces of information (consultant or County), will be clarified in the work plan.
- Identify data needs
 - The project team will provide a single document listing all of the information needed from the County.
- Develop branding and website
 - Branding (by Gordley Group) will include creation of a logo, a basic style guide, and templates for presentations and posters.
 - Kimley-Horn will develop a website that will be live throughout the TMP process.
 - Assumes one round of comments from Psomas and Pima County during the development stage.
 - Updates will be made to the website at major project milestones throughout the life of the planning process.
 - A QR code will also be provided that will link to the website.

Deliverables: draft and final work plan, schedule, roles, responsibilities, data needs, website and branding.

2. Countywide Transportation Review

- Describe Pima County's mobility history and development patterns
 - It is assumed that the County will provide historic documents and information.
 - Psomas will review aerial photos, historic PAG traffic volumes, incorporation boundaries over time, and other documents provided by the County or easily available online.
- Evaluate existing policies, plans and practices, and funding sources
 - Psomas will review and understand the documents listed below. The documents will be referenced in the plan but will not be summarized.
 - Pima County Safe Streets for All Action Plan
 - Pima County Climate Action Plan, specifically the transportation section
 - Southwest Area Mobility Study
 - PAG Regional Mobility and Accessibility Plan (RMAP)
 - PAG Strategic Transportation Safety Plan
 - PAG Regional Active Transportation Plan (including available data concerning project selection)
 - PAG Long-Range Transit Plan
 - PAG Regional Freight Plan
 - Pima Regional Trails System Master Plan
 - Pima County Loop Master Plan
 - Pima County Americans with Disabilities Act (ADA) Transition Plan
 - Pima County Community Health Needs Assessment
 - Pima County Parks and Recreation Master Plan
 - Move Tucson

- Marana Transportation Master Plan
 - Transportation prioritization tools and methodologies within the listed plans will be noted for potential incorporation into the TMP.
 - Pima County will provide information on amount of funding from various sources (grants, impact fees, CFDs, HURF, bonds, etc.)
- Identify preferred performance indicators
 - It is assumed that this task and task 3 will overlap. For example, the project oversight committee development and its later identification of project core values and planning themes is expected to take place before the development of performance indicators.
 - Performance indicators will consider use of information which is easily obtained now and in the future.
 - This assumes that performance indicators will be developed by Psomas in conjunction with the County.
- Evaluate existing transportation network performance (all modes)
 - It is assumed that this evaluation and the overall TMP will include only collector and arterial roadways; local roads will not be considered.
 - Existing available data will be used to evaluate performance, such as Streetlight for vehicles. Pedestrian and bicycle data from Streetlight may also be obtained, although the data sources listed in the following bullet point are expected to be more accurate (based on past experience of the project team).
 - Toole will use Replica data, OpenStreetsMap data, and other data provided by the County to evaluate the existing pedestrian and bicycle networks. This may include identifying gaps in the existing networks, areas of higher bicycling and walking trip potential, travel patterns of various demographic groups, or modeled active modes volumes. (Note: Toole Design assumes we will not be cleaning, repairing, or creating datasets for this work.). A detailed scope of work from Toole is attached to this proposal.
 - The County will provide available GIS layers for the transportation network and will assist Psomas in requesting additional layers available from PAG. It is assumed that roadways, bike lane/bike facilities, and sidewalk information will be available in GIS layers.
 - This task does not include updating existing GIS layers; layers will be assumed to be accurate as provided.
- Identify gaps in modal networks (including connections to trails system)
 - Gaps will be identified using information gathered in the previous step.
- Identify existing flood impact areas and flood control needs
 - County will provide information on street closures due to flooding.
 - Psomas will identify flood impact areas based on available floodplain information.
- This task will also include identification of bridge needs based on ADOT's bridge inventory.

Deliverables: history, plans, programs, and practices, funding will be documented internally; Performance indicators and evaluation by mode, gaps, and flood impacts/needs will also be documented internally. Information will also be discussed in the monthly meetings and will be documented in the meeting minutes.

3. Community Engagement Plan

It is assumed that this task and task 2 will overlap.

- Develop public engagement plan (PEP) and strategy for the Pima County's diverse population
 - This will be developed in alignment with Pima County's Community Participation and Mitigation Ordinance.
 - Methods for addressing equity issues will be included in the PEP.
- Establish project oversight committee
 - Psomas will work with the County to identify potential committee members.
 - The County will be responsible for a public call for members, if desired.
 - Psomas will assist in reviewing applications and selecting committee members. The County will approve the final list of members.
 - Psomas will reach out to applicants with the selection information and will compile a list of members along with their emails, phone numbers, and affiliation for easy reference.
- Conduct an online interactive survey
 - Kimley-Horn will develop a virtual survey with content to be provided by Pima County and Psomas.
 - Survey questions will be discussed in a project meeting. Psomas will provide one draft list of questions for review and comment to the County and one final list of questions.
 - A detailed scope of work from Kimley-Horn is attached to this proposal

- Conduct series of community and stakeholder meetings
 - Gordley Group (Gordley) will coordinate a virtual public meeting, up to 6 pop-up events, and one geographically and/or demographically targeted outreach event (i.e. public meeting).
 - Gordley will schedule meetings, reserve event space (assumed to be free County facility), and coordinate notifications in English and Spanish.
 - Notifications will include a news release, social media mini surveys (3-5 questions to be determined by the team), and digital advertising.
 - Gordley will request email notification distribution by transportation-related advocacy groups and other key organizations.
 - Up to four display boards will be provided.
 - Two additional rounds of virtual outreach will be conducted to provide project progress update information.
 - The additional rounds will not include virtual meetings, but will instead consist of dissemination of project updates and information through various means.
 - Gordley and Psomas will be present at all pop-up events. Kimley-Horn will attend up to two events.
 - A detailed scope of work from Gordley is attached to this proposal
- Define core values and planning themes
 - Psomas and Pima County will work with the project oversight committee to define core values and planning themes.
 - This work will include three meetings with the committee: one kickoff to explain the goals of this step and to brainstorm ideas, one to discuss refined options, and one to finalize the core values and planning themes.
 - Psomas will record brainstormed ideas, will develop refined options for discussion, and will memorialize the ultimate values and themes.

Deliverables: draft and final each of PEP, surveys, and meeting schedule.

4. Transportation Vision and Goals

- Synthesize transportation review and community engagement efforts
 - A public input report (up to 15 pages) will be prepared by Gordley.
 - Virtual survey results will be included in pdf and Excel formats for incorporation into the report.
 - This task assumes up to two rounds of revisions.
- Develop future mobility scenarios and evaluate alternatives
 - Kimley-Horn will use the 2055 PAG Regional Travel Demand Model, provided in full by the Pima Association of Governments (PAG) with appropriate documentation, to evaluate up to three (3) mobility scenarios that will include model network alternatives. Kimley-Horn will update input files for the model as needed to create the mobility scenarios. Kimley-Horn will provide pertinent loaded model networks, network-level statistics, and pertinent performance metrics for each scenario to Psomas and Pima County. Kimley-Horn will document the edits made to input files and a summary of results for each model scenario.
- Establish mobility vision, values, goals and policy statements
 - Vision, goals, values, and policy statements will be developed by Psomas in conjunction with Pima County and project oversight committee. It is assumed that the committee will meet twice to brainstorm, discuss, and finalize these statements.
- Identify cultural and social mobility needs of diverse population
 - Psomas will identify changes (ongoing and future) in the way people travel and how that may affect the future network.
 - This information will be recorded in an internal document for use in the following tasks as needed. There will not be a deliverable in this task for this information; instead, it will be incorporated into the ultimate plan.

Deliverables: draft and final report of public input and survey results; vision, values, and goals will be documented internally. Information will also be discussed in the monthly meetings and will be documented in the meeting minutes.

5. Priority Network Identification and Project Selection

- Model growth scenarios based on observed trends as well as adopted land use plans (include population, employment, housing patterns, and transportation demand)
 - Three comprehensive scenarios will be developed by Psomas and Pima County, with input from Kimley-Horn and Toole. The scenarios will include assumptions about future demand and travel, development patterns, and growth.
 - Kimley-Horn will use the 2055 PAG Regional Travel Demand Model, provided in full by PAG with appropriate documentation, to evaluate up to three (3) growth scenarios that will include demographic adjustments or changes to baseline model assumptions. Kimley-Horn will work with PAG staff as needed to update model parameters and update input files for the model to create the growth scenarios. Kimley-Horn will provide pertinent loaded model networks, network-level statistics, and pertinent performance metrics for each scenario to Psomas and Pima County. Kimley-Horn will document the edits made to input files and a summary of results for each model scenario.
- Identify priority needs and facilities by mode
 - A preliminary project list will be compiled by Psomas based on public input, identified major network gaps, and input from the project team and oversight committee.
 - It is assumed that this will not be a fiscally constrained exercise.
 - This task assumes one meeting with the oversight committee to discuss project needs.
- Develop a diverse set of roadway typologies to support a range of neighborhood and corridor contexts based on both existing and future land uses
 - Up to 16 overall typologies will be developed. Typologies will only be developed for collector and arterial roadways.
 - Contexts will include urban and rural typologies, and may also include suburban, industrial, bicycle-focused, and other contextual typologies.
 - The typologies will be documented in figure form with information on context to help future users identify the correct typology for any new facilities.
- Design recommended typical cross sections
 - Up to 16 cross sections will be developed to match the roadway typologies discussed above.
 - Cross sections will be provided as pdfs and will be included within the final TMP document as user-friendly graphics.
- Develop comprehensive list of projects with planning level cost estimates
 - It is assumed that project costs will be developed in a manner similar to the impact fee program update; recent project costs will be reviewed, and construction costs will be provided by intersection improvement type (i.e. signal, roundabout, interchange) and by lane mile. Non-construction costs will be estimated using percentages of the overall construction cost, with varied percentages developed to allow for adjustments based on project complexity. Pima County will provide recent construction and non-construction costs for use by Psomas in developing the cost estimates.
- Recommend updates to Major Streets Plan and functional classification system
 - Recommended updates will stem from the list of projects and typologies discussed above.
 - The County will be responsible for the procedures needed to update the Major Streets Plan based on the recommendations provided.
 - One draft and one final set of recommendations will be provided in figure and/or memo format.

Deliverables: model results, priority lists, MSP updates, roadway typologies, typical cross-sections, project list, and cost estimates will be documented internally. Information will also be discussed in the monthly meetings and will be documented in the meeting minutes.

6. Project Prioritization and Implementation Plan

- Develop project prioritization methodology that is modifiable and repeatable
 - Psomas will develop a draft methodology for review by Pima County and the project team.
 - The methodology will use readily available data and information to result in a repeatable process that the County can use beyond the development of this plan. Potential criteria to be considered include v/c ratio, Level of Service of Safety (LOSS), Pavement Condition Index (PCI), etc.

- It is assumed that up to five prioritization/scoring methodologies will be developed to include roadways, intersections, bicycle facilities, pedestrian facilities and transit.
 - If, during the development of the prioritizations, it is found that there is significant overlap between two or more areas, the prioritization methodologies may be combined for clarity and simplicity.
- Create ranked list of projects
 - Psomas will use the methodology to rank the various project lists.
 - It is assumed that there will be one round of edits to the methodology at this stage which will result in updated scoring of projects and possible changes to the rankings.
- Recommend updates to policies, programs and procedures in support of Plan
 - Psomas will provide a bulleted list of recommendations. Proposed recommendations will be made at the programmatic level instead of document specific.
 - The recommended updates will be included in the TMP as recommended policy projects. For example, a recommended project could be to review utility guidelines and update as needed to be consistent with current County policies.

Deliverables: prioritization methodology, ranked project list, guidelines, policy/program updates

7. Documentation – Final Plan Development

- Presentation of draft plan, comment review, adjustment, and Plan adoption
 - Gordley will develop cover design, graphics, charts, and graphs. This scope assumes up to 30 total graphics will be developed with one round of review.
 - Gordley will also provide a first draft layout of the final report assuming up to 200 pages.
 - Before a draft plan is finalized, Psomas and the County will meet with stakeholders (up to two meetings) to discuss findings and anticipated recommendations.
 - Psomas will develop the draft and final plan documents. This assumes two draft versions of the report for review by the County and one final document.
- Deliverables: draft and final plan document

8. Project Administration

- Project Meetings
 - Monthly coordination meetings
 - It is assumed that monthly meetings will be scheduled throughout the life of this project for a total of 18 regular monthly meetings assumed to be one hour each.
 - Psomas will attend all 18 meetings with up to two people per meeting.
 - Gordley will attend up to six monthly meetings with one person per meeting.
 - Kimley-Horn will attend up to nine monthly meetings with one person per meeting.
 - Toole will attend up to six monthly meetings. Two of those meetings will be attended in person and others will be attended virtually. One person will attend each meeting.
 - This scope also assumes up to 40 45-minute virtual meetings between the Psomas Project Manager and the County Project Manager for coordination purposes.
 - Stakeholder meetings
 - Psomas will coordinate and attend up to 4 stakeholder meetings and up to two people will attend each meeting. This includes meetings with the project oversight committee which are not explicitly stated in the previous tasks.
- General project administration
 - This task includes project setup, invoices, progress reports, and billing.

End of Exhibit A – Scope of Services

EXHIBIT B - COMPENSATION SCHEDULE (27 pages)

1. COST PLUS FIXED FEE SCHEDULE OF PAYMENTS

(Detailed by Major Milestone, Not to Exceed Cost by Task (Direct Labor, Indirect, and Other Direct Costs), and Fixed Fee)

2. COMPENSATION DETAILS

A. Cost Allocation and Ceilings

The compensation schedule will contain the negotiated cost allocations for each individual task. The compensation schedule will be used to monitor cost expenditures and sets the fixed price that can be charged for work pursuant to the specified task.

B. Cost Adjustments

If, for valid reason(s), Consultant notifies the Project Manager that the requisite work cannot be performed within the task's compensation allocation, and the Project Manager (PM) concurs, County will consider modifying cost allocations. The total compensation may be increased only by formal amendment to this agreement.

C. Progress Payments

It is anticipated certain elements of the Project may take longer than 1 month to complete. These elements may be at considerable cost to Consultant prior to their full completion and acceptance by County. In such cases, at the sole discretion of County, County may authorize interim progress payments to Consultant. The invoice from Consultant will be proportionate to the actual percentage of work completed through the period covered by the invoice, as accepted by the PM.

- D. The Fixed Fee for each assignment will be negotiated on a case-by-case basis. The fee will be a percent of the Consultant or Co-Consultant level of effort cost estimate agreed to by the County excluding Subconsultants and other direct cost estimates. The fee will be fixed for the scope of work detailed in the contract. The fixed fee percentage will be based upon historical departmental percentages for similar assignments, published industry guidelines and magnitude and duration of the assignment. Fixed Fee for engineering Subconsultants will generally follow the same guidelines established for the prime consultants but can also be negotiated on a case-by-case basis as appropriate.**

E. COST ITEMS

1. Hourly Billing

a. Hourly Billing Rates

- Actual Payroll Rates within published industry standards
- Actual payroll rates for each person anticipated to be performing services on the assignment will be provided in advance of execution of the contract. Said listing will be updated on an annual basis during the term of the contract
- Hourly fee schedules for various position titles are not allowed

b. Annual Salaried Professionals

- Annual Salary individuals working a normal 40-hour week will be divided by 2,080 hours to arrive at hourly billing rates
- Annual Salary individuals working a normal 37.5-hour week will be divided by 1,950 to arrive at hourly billing rates

- c. Allowable Annual Increases
 - Reasonable annual salary increases within published industry standards will be allowed and approved in advance
 - Unusually high proposed increases and increases above published industry standards will be agreed to on a case-by-case basis.
 - d. Subconsultants

Specific billing arrangements will be negotiated with specialty Subconsultants such as the following:

 - Attorneys
 - Financial Advisors
 - Surveyors
 - Subsurface Consultants
 - Specialty Consultants
 - e. Vacation/Holidays
 - Included in firm's audited multiplier
 - f. Sick Time
 - Included in firm's audited multiplier
 - g. Billing for non-productive idle time
 - No billing for vehicle driving time (commuting time)
 - Allow billing during air travel to Pima County for actual time worked on Pima County projects
 - Short-term assignments are negotiable
2. Multipliers
- a. Only audited multipliers following Generally Accepted Accounting Principles (GAAP) or Federal Single Audit principles are allowed
 - b. Corporate, Regional or Local Audited Multipliers of firms will be negotiated for each contract
 - c. Job Site multipliers will be negotiated in the event the County provides office space or job site trailers for the Consultant
 - d. County will consider annual audited multipliers or fixed multipliers for the contract period
3. Travel Time
- a. Air Travel
 - Allow only for time spent on aircraft working on Pima County projects
 - b. Land Travel
 - Not allowed from Phoenix Metro Area to Pima County (both ways)
 - Not allowed to and from airports
 - c. Local Travel between meetings and job sites
 - Allowed
4. Expenses
- a. Mileage (Between Phoenix Metro Area and Pima County)
 - Approve at the established County mileage rate

- Included in firm's audited multiplier or as other direct cost
 - Mileage for commuting not allowed
- b. Mileage – local
- Approve at the established County mileage rate only allowable for projects outside a radius of 50 miles from 130 W. Congress, Tucson, AZ 85701.
 - Included in firm's audited multiplier or as other direct cost
 - Mileage for commuting to and from workplace not allowed
- c. Car Rental/Lease/Corporate Vehicles
- Included in firm's audited multiplier or as other direct cost
- d. Hotel/Meals
- Allow only for infrequent call-in of an out-of-state consultant for a limited period of time
 - Establish daily limits in accordance with Federal Guidelines and negotiable for unusual circumstances
 - Allowed charges to be identified as other direct costs
- e. IT/Phone/Internal Delivery Charges/Normal Postage/Miscellaneous/Other Administrative Charges
- Include in firm's audited multiplier
- f. Relocation, second domicile or subsistence expenses
- Negotiable on a case-by-case basis
- g. Reproduction Costs
- Bill as other direct costs if not in audited multiplier
- h. All other direct costs will be detailed in the contract billing
5. Unallowable Costs
- a. Bonus
- Not allowed as a direct charge or in the multiplier
- b. Entertainment Costs
- c. Marketing Costs
- Only as allowed in audited multipliers
- d. Non-identifiable Costs
- e. Donations
- Only as allowed in audited multipliers
- f. Mark-up on subconsultants
- g. Travel time from Phoenix Metro Area to Pima County (both ways)
- h. Air travel for commuting purposes

C. INVOICING

Consultant will submit invoices monthly, to the Project Manager, with appropriate supporting data and documentation and in a format as prescribed by the Project Manager. The Project Manager may delay approval for up to 5 working days to review the Progress Report and invoice. The invoice will tabulate the costs associated with each individual task. All Task (deliverables) and Subcontracted Service costs will be appropriately documented. The Project Manager will review and check the invoice to determine if it is complete and acceptable. If the Project Manager determines the invoice to be complete and acceptable, the Project Manager will approve the invoice and forward it for processing the payment.

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August 15, 2025

Samuel Paz
Pima County Department of Transportation
201 N Stone Ave
Tucson, AZ 85701

**Re: Transportation Master Plan
Proposed Scope of Work and Fee
Psomas Job 7PIM250201**

Dear Samuel:

Per your request, Psomas is pleased to provide this scope of work and fee to assist the Pima County Department of Transportation with the creation of a long-range Transportation Master Plan (TMP). The attached scope of work details each task to be performed and the associated deliverables as well as the anticipated project schedule. Revisions/clarifications to the scope are shown in red. Detailed scopes for each of our subconsultants are also included in this document. Note that due to the complexity of the project and the specialty nature of the services required, we are respectfully requesting a 10% fee.

The total fee for these activities, as outlined in the Fee Estimate, is \$573,461.53. If you have any questions concerning the proposal, please do not hesitate to give me a call at (520) 292-2300. We appreciate the opportunity to provide our services to Pima County and are excited to work with you on this important project.

Respectfully Submitted,
Psomas



Darlene Danehy Yellowhair, P.E., PTOE, RSP2I
Project Manager – Traffic
darlene.yellowhair@psomas.com

Attachments: Scope of Services
Fee Estimate

Anticipated Schedule

Notice to Proceed	September 2025
Project Initiation and Management	September 2025 – November 2025
Countywide Transportation Review	October 2025 – December 2025
Community Engagement	November 2025 – February 2026
Transportation Vision and Goals	December 2025 – March 2026
Network Identification and Project Selection	April 2026 – August 2026
Project Prioritization and Implementation Plan	August 2026 – November 2026
Final Plan Development	November 2026 – February 2027

Pima County Transportation Master Plan PSOMAS

ESTIMATED DIRECT LABOR (Psomas)

<u>Classification</u>	<u>Estimated Man-hours</u>	<u>Direct+OH Labor Rate</u>	<u>Direct Hourly Rate</u>	<u>Loaded Labor Costs</u>
Project Principal	124	\$ 281.70	\$ 100.00	\$ 34,930.80
Sr. Project Manager	70	\$ 212.12	\$ 75.30	\$ 14,848.40
Project Manager	610	\$ 185.22	\$ 65.75	\$ 112,984.20
Sr. Project Engineer	66	\$ 183.11	\$ 65.00	\$ 12,085.26
Project Engineer	391	\$ 149.30	\$ 53.00	\$ 58,376.30
Designer	419	\$ 124.51	\$ 44.20	\$ 52,169.69
Administration	66	\$ 100.00	\$ 35.50	\$ 6,600.00
Intern	42	\$ 64.79	\$ 23.00	\$ 2,721.18
Total	1,788			\$ 294,715.83

<u>Subconsultant</u>	<u>Total</u>
Gordley - Labor Costs	\$95,242.00
Gordley - Direct Expenses (see attached proposal for details)	\$7,385.00
Kimley Horn & Associates (KHA) - Labor Costs	\$81,015.44
Kimley Horn & Associates (KHA) - Direct Expenses (see attached proposal for details)	\$1,050.00
Toole Design	\$54,581.68
Subconsultant TOTAL	\$239,274.12

TOTAL ESTIMATED LABOR (Psomas)	\$ 294,715.83
FEE (10%)	\$ 29,471.58
TOTAL ESTIMATED DIRECT COSTS	\$ -
TOTAL ESTIMATED OUTSIDE SERVICES	\$ 239,274.12
SUBTOTAL	\$ 563,461.53

ADDITIONAL SERVICES

Additional Services	\$ 10,000.00
TOTAL ADDITIONAL SERVICES	\$ 10,000.00

TOTAL ESTIMATED COST	\$ 573,461.53
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CONTRACT TOTAL	\$ 573,461.53
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Psomas

Project Fee Estimate / Authorized Task List

Labor Cost = Direct Labor Rate + Overhead

Project Number: 7PIM250201

Project Name: PC Transportation Master Plan

Project Manager: Darlene Yellowhair

Date: 8/15/2025

Task	Design Description	Project Principal \$ 281.70 / Hr. Hrs. Amount	Sr. Project Manager \$ 212.12 / Hr. Hrs. Amount	Project Manager \$ 185.22 / Hr. Hrs. Amount	Sr. Project Engineer \$ 183.11 / Hr. Hrs. Amount	Project Engineer \$ 149.30 / Hr. Hrs. Amount	Designer \$ 124.51 / Hr. Hrs. Amount	Administration \$ 100.00 / Hr. Hrs. Amount	Intern \$ 64.79 / Hr. Hrs. Amount	Psomas Labor Cost	Fee 10%	Task Total								
1	Project Initiation and Management																			
	Work plan and timeline	1	\$ 281.70	\$ -	6	\$ 1,111.32	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
	Roles and responsibilities		\$ -	\$ -	4	\$ 740.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
	Identify data needs	4	\$ 1,126.80	\$ -	8	\$ 1,481.76	\$ -	12	\$ 1,791.60	\$ -	\$ -	\$ -								
	Develop branding and website	2	\$ 563.40	\$ -	8	\$ 1,481.76	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
	Working Paper (WP) #1 Draft Work Plan	1	\$ 281.70	\$ -	10	\$ 1,852.20	\$ -	4	\$ 597.20	20	\$ 2,490.20	\$ -	\$ -							
	Working Paper (WP) #1 Final Work Plan		\$ -	\$ -	6	\$ 1,111.32	\$ -	2	\$ 298.60	8	\$ 996.08	\$ -	\$ -							
			\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
			\$ -	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -								
	Total Project Initiation and Management	8	\$ 2,253.60	-	\$ -	42	\$ 7,779.24	-	\$ -	18	\$ 2,687.40	28	\$ 3,486.28	-	\$ -	-	\$ -	\$16,206.52	\$1,620.65	\$17,827.17
2	Countywide Transportation Review																			
	Describe County's mobility history		\$ -	\$ -	8	\$ 1,481.76	\$ -	10	\$ 1,493.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,974.76	\$297.48	\$3,272.24
	Evaluate Existing Policies, Plans and Funding Sources (14 docs)	4	\$ 1,126.80	\$ -	16	\$ 2,963.52	\$ -	20	\$ 2,986.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$7,076.32	\$707.63	\$7,783.95
	Identify Key Performance Indicators (KPIs)	3	\$ 845.10	\$ -	12	\$ 2,222.64	\$ -		\$ -	8	\$ 996.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$4,063.82	\$406.38	\$4,470.20
	Evaluate Existing Transp Network (Arterials, Collectors, Loop)		\$ -	\$ -	22	\$ 4,074.84	\$ -	12	\$ 1,791.60	28	\$ 3,486.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$9,352.72	\$935.27	\$10,287.99
	Identify Gaps in Modal Networks	2	\$ 563.40	\$ -	10	\$ 1,852.20	\$ -	12	\$ 1,791.60	12	\$ 1,494.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,701.32	\$570.13	\$6,271.45
	Identify flood Impact areas and flood control needs		\$ -	\$ -	12	\$ 2,222.64	\$ -		\$ -	24	\$ 2,988.24	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$5,210.88	\$521.09	\$5,731.97
	Identify bridge condition and deficiencies		\$ -	\$ -		\$ -	8	\$ 1,464.88	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,464.88	\$146.49	\$1,611.37
	Internal documentation of existing conditions + KPIs+ flood & bridge cond	1	\$ 281.70	\$ -	8	\$ 1,481.76	\$ -	4	\$ 597.20	10	\$ 1,245.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,605.76	\$360.58	\$3,966.34
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	Total Countywide Transportation Review	10	\$ 2,817.00	-	\$ -	88	\$ 16,299.36	8	\$ 1,464.88	58	\$ 8,659.40	82	\$ 10,209.82	-	\$ -	-	\$ -	\$39,450.46	\$3,945.05	\$43,395.51
3	Community Engagement Plan																			
	Develop Public Engagement Plan (PEP) and Strategy (Psomas + Gordley	2	\$ 563.40	\$ -	6	\$ 1,111.32	\$ -	6	\$ 895.80	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$2,570.52	\$257.05	\$2,827.57
	Create Project Oversight Committee		\$ -	2	\$ 424.24	12	\$ 2,222.64	\$ -		6	\$ 747.06	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,393.94	\$339.39	\$3,733.33
	Develop & Deliver Online interactive Survey (Psomas + KHA)	2	\$ 563.40	\$ -	8	\$ 1,481.76	\$ -	8	\$ 1,194.40	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,239.56	\$323.96	\$3,563.52
	Community & Stakeholder Meetings (14 Meetings), (Psomas + Gordley)	8	\$ 2,253.60	\$ -	28	\$ 5,186.16	\$ -		\$ -	14	\$ 1,743.14	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$9,182.90	\$918.29	\$10,101.19
	Core Values and Planning Themes	2	\$ 563.40	\$ -	12	\$ 2,222.64	\$ -	12	\$ 1,791.60		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$4,577.64	\$457.76	\$5,035.40
	WP #3 Draft PEP	2	\$ 563.40	\$ -	8	\$ 1,481.76	\$ -		\$ -	8	\$ 996.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,041.24	\$304.12	\$3,345.36
	WP #3 Final PEP		\$ -	\$ -	6	\$ 1,111.32	\$ -		\$ -	4	\$ 498.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,609.36	\$160.94	\$1,770.30
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
	Total Community Engagement Plan	16	\$ 4,507.20	2	\$ 424.24	80	\$ 14,817.60	-	\$ -	26	\$ 3,881.80	32	\$ 3,984.32	-	\$ -	-	\$ -	\$27,615.16	\$2,761.52	\$30,376.68
4	Transportation Vision and Goals																			
	Synthesize transportation review and community engagement efforts		\$ -	\$ -	4	\$ 740.88	\$ -		\$ -	10	\$ 1,245.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$1,985.98	\$198.60	\$2,184.58
	Develop future mobility scenarios and evaluate alternatives (Psomas+KHA	4	\$ 1,126.80	\$ -	16	\$ 2,963.52	12	\$ 2,197.32	\$ -	10	\$ 1,245.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$7,532.74	\$753.27	\$8,286.01
	Establish mobility vision, values, goals and policy statements	4	\$ 1,126.80	\$ -	12	\$ 2,222.64	\$ -		\$ -	4	\$ 498.04	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,847.48	\$384.75	\$4,232.23
	Cultural and social mobility needs of diverse population		\$ -	\$ -	6	\$ 1,111.32	\$ -		\$ -	8	\$ 996.08	\$ -	\$ -	8	\$ 518.32	\$2,625.72	\$262.57	\$2,888.29		
	Internal Documentation of Vision & Goals	2	\$ 563.40	\$ -	4	\$ 740.88	4	\$ 732.44	\$ -	10	\$ 1,245.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,281.82	\$328.18	\$3,610.00
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
		\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				
	Total Transportation Vision and Goals	10	\$ 2,817.00	-	\$ -	42	\$ 7,779.24	16	\$ 2,929.76	-	\$ -	42	\$ 5,229.42	-	\$ -	8	\$ 518.32	\$19,273.74	\$1,927.37	\$21,201.11
5	Priority Network Identification and Project Selection																			
	Model Growth Scenarios (Psomas + KHA)	4	\$ 1,126.80	\$ -	12	\$ 2,222.64	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$3,349.44	\$334.94	\$3,684.38
	Identify priority needs and facilities by mode	4	\$ 1,126.80	\$ -	16	\$ 2,963.52	\$ -	32	\$ 4,777.60	12	\$ 1,494.12	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$10,362.04	\$1,036.20	\$11,398.24
	Recommend updates to MS Plan and Functional Classification	4	\$ 1,126.80	8	\$ 1,696.96	16	\$ 2,963.52	\$ -		28	\$ 3,486.28	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$9,273.56	\$927.36	\$10,200.92
	Develop Roadway Typologies	4	\$ 1,126.80	8	\$ 1,696.96	12	\$ 2,222.64	\$ -	20	\$ 2,986.00	10	\$ 1,245.10	\$ -	\$ -	\$ -	\$ -	\$ -	\$9,277.50	\$927.75	\$10,205.25
	Design recommended typical cross-sections		\$ -	8	\$ 1,696.96	4	\$ 740.88	\$ -	8	\$ 1,194.40	16	\$ 1,992.16	\$ -	\$ -	12	\$ 777.48	\$6,401.88	\$640.19	\$7,042.07	
	Project List and planning level cost estimates	4	\$ 1,126.80	16	\$ 3,393.92	12	\$ 2,222.64	\$ -	40	\$ 5,972.00	12	\$ 1,494.12	\$ -	\$ -	12	\$ 777.48	\$14,986.96	\$1,498.70	\$16,485.66	
	Internal Documentation of Priority Network and Project Selection	2	\$ 563.40	\$ -	20	\$ 3,704.40	\$ -		\$ -	4	\$ 498.04	\$ -	\$ -		\$ -	\$ -	\$ -	\$4,765.84	\$476.58	\$5,242.42
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
			\$ -	\$ -		\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -			
		Total Priority Network Identification and Project Selection	22	\$ 6,197.40	40	\$ 8,484.80	92	\$ 17,040.24	-	\$ -	100	\$ 14,930.00	82	\$ 10,209.82	-	\$ -	24	\$ 1,554.96	\$58,417.22	\$5,841.72
6	Project Prioritization and Implementation Plan																			
	Develop project prioritization methodology	4	\$ 1,126.80	8	\$ 1,696.96	20	\$ 3,704.40	28	\$ 5,127.08	8	\$ 1,194.40	40	\$ 4,980.40		\$ -		\$ -	\$17,830.04	\$1,783.00	\$19,613.04

Psomas
Project Fee Estimate / Authorized Task List

Project Number:	7PIM250201
Project Name:	PC Transportation Master Plan
Project Manager:	Darlene Yellowhair
Date:	8/15/2025

Labor Cost = Direct Labor Rate + Overhead

Task	Design Description	Project Principal		Sr. Project Manager		Project Manager		Sr. Project Engineer		Project Engineer		Designer		Administration		Intern		Psomas Labor Cost	Fee 10%	Task Total
		\$ 281.70 Hrs.	/ Hr. Amount	\$ 212.12 Hrs.	/ Hr. Amount	\$ 185.22 Hrs.	/ Hr. Amount	\$ 183.11 Hrs.	/ Hr. Amount	\$ 149.30 Hrs.	/ Hr. Amount	\$ 124.51 Hrs.	/ Hr. Amount	\$ 100.00 Hrs.	/ Hr. Amount	\$ 64.79 Hrs.	/ Hr. Amount			
	Create ranked list of projects	4	\$ 1,126.80		\$ -	12	\$ 2,222.64	8	\$ 1,464.88	12	\$ 1,791.60	20	\$ 2,490.20		\$ -		\$ -	\$9,096.12	\$909.61	\$10,005.73
	Recommendations for updates to policies, programs and procedures	4	\$ 1,126.80	16	\$ 3,393.92	8	\$ 1,481.76		\$ -	16	\$ 2,388.80	16	\$ 1,992.16		\$ -		\$ -	\$10,383.44	\$1,038.34	\$11,421.78
	WP #6 Draft Project Prioritization & Implementation Plan	6	\$ 1,690.20	4	\$ 848.48	16	\$ 2,963.52	4	\$ 732.44	12	\$ 1,791.60	24	\$ 2,988.24		\$ -		\$ -	\$11,014.48	\$1,101.45	\$12,115.93
	WP #6 Final Project Prioritization & Implementation Plan	2	\$ 563.40		\$ -	8	\$ 1,481.76	2	\$ 366.22	4	\$ 597.20	24	\$ 2,988.24		\$ -		\$ -	\$5,996.82	\$599.68	\$6,596.50
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Total Project Prioritization and Implementation Plan	20	\$ 5,634.00	28	\$ 5,939.36	64	\$ 11,854.08	42	\$ 7,690.62	52	\$ 7,763.60	124	\$ 15,439.24	-	\$ -	-	\$ -	\$54,320.90	\$5,432.09	\$59,752.99

7	Documentation - Final Plan Development																			
	Plan preparation		\$ -		\$ -	16	\$ 2,963.52		\$ -	24	\$ 3,583.20		\$ -	6	\$ 600.00		\$ -	\$7,146.72	\$714.67	\$7,861.39
	Presentations to stakeholders	4	\$ 1,126.80		\$ -	8	\$ 1,481.76		\$ -	20	\$ 2,986.00		\$ -		\$ -		\$ -	\$5,594.56	\$559.46	\$6,154.02
	Draft TMP preparation	6	\$ 1,690.20		\$ -	30	\$ 5,556.60		\$ -	40	\$ 5,972.00		\$ -	30	\$ 3,000.00	10	\$ 647.90	\$16,866.70	\$1,686.67	\$18,553.37
	Comment resolution	2	\$ 563.40		\$ -	12	\$ 2,222.64		\$ -	8	\$ 1,194.40		\$ -		\$ -		\$ -	\$3,980.44	\$398.04	\$4,378.48
	Final TMP preparation		\$ -		\$ -	14	\$ 2,593.08		\$ -		\$ -	20	\$ 2,490.20	12	\$ 1,200.00		\$ -	\$6,283.28	\$628.33	\$6,911.61
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Total Documentation - Final Plan Development	12	\$ 3,380.40	-	\$ -	80	\$ 14,817.60	-	\$ -	92	\$ 13,735.60	20	\$ 2,490.20	48	\$ 4,800.00	10	\$ 647.90	\$39,871.70	\$3,987.17	\$43,858.87

8	Project Administration																			
	Monthly Meetings (prep, attendance, minutes - 18 total)	18	\$ 5,070.60		\$ -	54	\$ 10,001.88		\$ -	36	\$ 5,374.80		\$ -		\$ -		\$ -	\$20,447.28	\$2,044.73	\$22,492.01
	County PM/Psomas PM Discussions (40 @45 minutes)		\$ -		\$ -	30	\$ 5,556.60		\$ -		\$ -		\$ -		\$ -		\$ -	\$5,556.60	\$555.66	\$6,112.26
	Additional Stakeholder Meetings (4)	4	\$ 1,126.80		\$ -	8	\$ 1,481.76		\$ -		\$ -		\$ -		\$ -		\$ -	\$2,608.56	\$260.86	\$2,869.42
	Billing, Progress Reports, Project Setup		\$ -		\$ -	12	\$ 2,222.64		\$ -		\$ -		\$ -	18	\$ 1,800.00		\$ -	\$4,022.64	\$402.26	\$4,424.90
	Internal Team Meetings	4	\$ 1,126.80		\$ -	18	\$ 3,333.96		\$ -	9	\$ 1,343.70	9	\$ 1,120.59		\$ -		\$ -	\$6,925.05	\$692.51	\$7,617.56
	Total Project Administration	26	\$ 7,324.20	-	\$ -	122	\$ 22,596.84	-	\$ -	45	\$ 6,718.50	9	\$ 1,120.59	18	\$ 1,800.00	-	\$ -	\$39,560.13	\$3,956.01	\$43,516.14

Proposal Total		124	\$ 34,930.80	70	\$ 14,848.40	610	\$ 112,984.20	66	\$ 12,085.26	391	\$ 58,376.30	419	\$ 52,169.69	66	\$ 6,600.00	42	\$ 2,721.18	\$294,715.83	\$29,471.58	\$324,187.41
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SCOPE OF SERVICES

PIMA COUNTY

TRANSPORTATION MASTER PLAN

PSOMAS

August 6, 2025

SERVICES

1. Project Initiation and Management

- Develop branding with input from the project team; branding will include the creation of up to 2 different design concepts for a logo, basic style guide and templates for presentations and posters.

3. Community Engagement Plan

- Develop public engagement plan (PEP) and strategy for Pima County's diverse population with feedback from the team on ideas presented at the initial team meeting and as needed after the PEP is completed. The PEP will address equity concerns raised by the team and will be developed in alignment with Pima County's Community Participation and Mitigation Ordinance.
- Plan and conduct community and stakeholder outreach:
 - **Public plan kickoff** with the launch of a survey to assess modal network gaps and flood control needs:
 - Virtual public meeting
 - Six (6) geographically and/or demographically targeted outreach pop-up events
 - One (1) in-person public meeting
 - Gordley will schedule meetings and pop-up events, confirm pop-up event locations (assumes no venue costs) and coordinate notifications
 - Notifications will be provided in English and Spanish and include:
 - A news release to be distributed to targeted Pima County media and through Pima County's owned media (website, email list, etc.); request partner jurisdictions to do the same, if possible
 - Social media mini surveys ((identify top three (3) questions and ask for input on these over a series of posts))
 - Request email notification distribution by transportation-related advocacy groups and other key organizations
 - Boosted social media posts; Gordley Group to develop the artwork for the posts as well as plan and launch them on behalf of the team and county; Gordley Group will need to request "advertiser" access to appropriate county social media accounts
 - Boosted social media posts refers to buying access to additional people who aren't followers of the county's social media pages to serve them posts from the county's social media pages that promote a call to action
 - Draft, design and coordinate with vendor to reproduce no more than four (4) display boards. Assumes project team provides technical information.
 - Assumes the survey will be developed and published by others.

- **Project progress public engagement** - two (2) rounds of project progress notifications to inform the public at appropriate points in time will be provided in English and Spanish and include:
 - A news release to be distributed to targeted Pima County media and through Pima County's owned media (website, email list, etc.); request partner jurisdictions to do the same, if possible
 - Social media posts (a series of up to five (5) posts per round for two (2) rounds)
 - Request email notification distribution by transportation-related advocacy groups and other key organizations
 - Boosted social media posts to targeted demographics
 - Assumes a survey or other input gathering tool will be developed and published by others.

4. Transportation Vision and Goals

- Lead the synthesis and report development and design of the transportation review and community engagement efforts that can be readily incorporated into the final report. Assumes report of up to fifteen (15) pages, up to five (5) charts and/or graphs and with up to two (2) rounds of review/revision.

7. Documentation – Final Plan Development

- Collaborate with the project team to identify a list of graphics to be designed by Gordley at the draft-plan stage. Assumes the draft plan will be created by others as a working document without branding. Development of cover design and cohesive graphics, charts and graphs. Final chart and graph data to be provided by others. Assumes up to thirty (30) graphics, charts and graphs with up to one (1) round of review/revisions.
- Lead the development and design of a first draft layout of the final report in collaboration with the project team. Assumes up to 200 pages, client-provided final-draft copy, copy editing and proofing for public-friendly language. Assumes finalization of report to be completed by others.

8. Project Administration

- One (1) person to attend up to six (6) monthly team meetings. Assumes a meeting length of one hour each, plus preparation time.

This scope of work assumes no major opposition to the project and an eighteen-month project schedule. If assumptions made in this plan prove incorrect, additional work may be requested through a Change Order or tasks shifted by agreement with the project team to accommodate the client's needs.

Gordley Group
August 6, 2025

Contract No.

Project No.

PO No.

Contract Mod.

Pima County - Psomas
Transportation Master Plan

DERIVATION OF COST
SUMMARY

ESTIMATED DIRECT LABOR

Classification	Estimated Hours	Hourly Rate	Labor Cost
Senior Strategic Advisor	19	\$184	\$ 3,496.00
Media & Marketing Director	6	\$184	\$ 1,104.00
Creative Director	90	\$184	\$ 16,560.00
Art Director	114	\$149	\$ 16,986.00
Public Engagement Manager	157	\$149	\$ 23,393.00
Graphic Designer	104	\$134	\$ 13,936.00
Media Specialist	6	\$134	\$ 804.00
Public Engagement Specialist	61	\$134	\$ 8,174.00
Public Engagement Coordinator	55	\$115	\$ 6,325.00
Admin	48	\$93	\$ 4,464.00
Total Estimated Direct Labor	660		\$ 95,242.00

ESTIMATED DIRECT EXPENSES

Zoom Webinar (1)	\$ 100.00
Event attendee incentives (assumes up to 50 attendees/event for 7 events at \$5/attendee)	\$ 1,750.00
Social media boosted posts (3 four-week flights of up to \$1,500)	\$ 4,500.00
Display boards print costs (assumes up to four 24" x 36" display boards at \$90/board)	\$ 360.00
Copies: 750 8.5" x 11" b/w at \$0.10 per copy (may include sign-in sheets, comment forms and project fact sheets)	\$ 75.00
Copies: 1,000 8.5" x 11" color at \$0.60 per copy (may include document proofs, presentation copies and project fact sheets)	\$ 600.00
Estimated Total Direct Expenses	\$ 7,385.00
Total Estimated Direct Expenses	\$ 7,385.00
Total Estimated Direct Labor	\$ 95,242.00
TOTAL ESTIMATED COST	\$ 102,627.00

Signature:



Date: 8/6/25

Pima County - Psomas
 Transportation Master Plan
 Contract No.: n/a

August 6, 2025

Estimate of Hours

Gordley Group

Tasks	Senior Strategic Advisor	Media & Marketing Director	Creative Director	Art Director	Public Engagement Manager	Graphic Designer	Media Specialist	Public Engagement Specialist	Public Engagement Coordinator	Admin	Total Hours	Total Cost Per Task
Hourly Rate	\$184	\$184	\$184	\$149	\$149	\$134	\$134	\$134	\$115	\$93		
Task 1: Project Initiation and Management	6	0	30	40	10	32	0	5	6	6	135	\$ 20,280
Task 3: Public Engagement Plan	9	6	7	12	87	26	6	44	36	18	251	\$ 34,797
Task 4: Transportation Vision and Goals	2	0	3	7	18	11	0	0	9	4	54	\$ 7,526
Task 7: Documentation – Final Plan Development	2	0	50	55	32	35	0	12	4	20	210	\$ 31,149
Task 8: Project Administration	0	0	0	0	10	0	0	0	0	0	10	\$ 1,490
Total Hours	19	6	90	114	157	104	6	61	55	48	660	\$ 95,242

Gordley Group

Project Fee Estimate / Authorized Task List

Labor Cost = Direct Labor Rate + Overhead

Project Number:	RFQu-2500006719
Project Name:	TRANSPORTATION MASTER PLAN
Project Manager:	
Date:	8/12/2025

Task	Design Description	Senior Strategic Advisor \$ 184.00 Hrs. / Hr. Amount	Creative Director \$ 184.00 Hrs. / Hr. Amount	Media/Marketing Director \$ 184.00 Hrs. / Hr. Amount	Art Director \$ 149.00 Hrs. / Hr. Amount	Public Engagement Manager \$ 149.00 Hrs. / Hr. Amount	Graphic Designer \$ 134.00 Hrs. / Hr. Amount	Media Specialist \$ 134.00 Hrs. / Hr. Amount	Public Engagement Planner \$ 134.00 Hrs. / Hr. Amount	Public Engagement Coordinator \$ 115.00 Hrs. / Hr. Amount	Admin \$ 93.00 Hrs. / Hr. Amount	Gordley Group Labor Cost	Fee	Task Total									
1	Project Initiation and Management																						
	Work plan and timeline		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Roles and responsibilities		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Identify data needs		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Develop branding and website	6	\$ 1,104.00	30	\$ 5,520.00	\$ -	40	\$ 5,960.00	10	\$ 1,490.00	32	\$ 4,288.00	\$ -	5	\$ 670.00	6	\$ 690.00	6	\$ 558.00	\$18,362.00	\$20,280.00		
	Working Paper (WP) #1 Draft Work Plan		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -											
	Working Paper (WP) #1 Final Work Plan		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -											
Total Project Initiation and Management		6	\$ 1,104.00	30	\$ 5,520.00	-	\$ -	40	\$ 5,960.00	10	\$ 1,490.00	32	\$ 4,288.00	-	\$ -	5	\$ 670.00	6	\$ 690.00	6	\$ 558.00	\$20,280.00	\$20,280.00
2	Countywide Transportation Review																						
	Describe County's mobility history		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Evaluate Existing Policies, Plans and Funding Sources (14 docs)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Identify Key Performance Indicators (KPIs)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Evaluate Existing Transp Network (Arterials, Collectors, Loop)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Identify Gaps in Modal Networks		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Identify flood Impact areas and flood control needs		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	Identify bridge condition and deficiencies		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	WP #2 Draft report of existing conditions + KPIs+ flood & bridge cond		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
	WP #2 Final report of existing conditions + KPIs+ flood & bridge cond		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -												
Total Countywide Transportation Review		-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -				
3	Community Engagement Plan																						
	Develop Public Engagement Plan (PEP) and Strategy (Psomas + Gordley)	2	\$ 368.00	1	\$ 184.00	2	\$ 368.00		\$ -	20	\$ 2,980.00	3	\$ 402.00		\$ -	4	\$ 536.00	4	\$ 460.00	3	\$ 279.00	\$4,302.00	\$5,577.00
	Create Project Oversight Committee		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Develop & Deliver Online interactive Survey (Psomas + KHA)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Community & Stakeholder Meetings (1 virtual public meeting; 6 pop-up eve	7	\$ 1,288.00	6	\$ 1,104.00	4	\$ 736.00	12	\$ 1,788.00	67	\$ 9,983.00	23	\$ 3,082.00	6	\$ 804.00	40	\$ 5,360.00	32	\$ 3,680.00	15	\$ 1,395.00	\$17,981.00	\$29,220.00
	Core Values and Planning Themes		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	WP #3 Draft PEP		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Community Engagement Plan		9	\$ 1,656.00	7	\$ 1,288.00	6	\$ 1,104.00	12	\$ 1,788.00	87	\$ 12,963.00	26	\$ 3,484.00	6	\$ 804.00	44	\$ 5,896.00	36	\$ 4,140.00	18	\$ 1,674.00	\$34,797.00	\$34,797.00
4	Transportation Vision and Goals																						
	Synthesize transportation review and community engagement efforts	2	\$ 368.00	3	\$ 552.00		\$ -	7	\$ 1,043.00	18	\$ 2,682.00	11	\$ 1,474.00		\$ -		\$ -	9	\$ 1,035.00	4	\$ 372.00	\$6,119.00	\$7,526.00
	Develop future mobility scenarios and evaluate alternatives (Psomas+KHA)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Establish mobility vision, values, goals and policy statements		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Cultural and social mobility needs of diverse population		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	WP #4 Draft Vision & Goals		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	WP #4 Final Vision & Goals		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Transportation Vision and Goals		2	\$ 368.00	3	\$ 552.00	-	\$ -	7	\$ 1,043.00	18	\$ 2,682.00	11	\$ 1,474.00	-	\$ -	-	\$ -	9	\$ 1,035.00	4	\$ 372.00	\$7,526.00	\$7,526.00
5	Priority Network Identification and Project Selection																						
	Model Growth Scenarios (Psomas + KHA)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Identify priority needs and facilities by mode		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Recommend updates to MS Plan and Functional Classification		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Develop Roadway Typologies		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Design recommended typical cross-sections		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Project List and planning level cost estimates		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	WP #5 Draft Priority Network and Project Selection		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	WP #5 Final Priority Network and Project Selection		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Priority Network Identification and Project Selection		-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
6	Project Prioritization and Implementation Plan																						
	Develop project prioritization methodology		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Create ranked list of projects		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Recommendations for updates to policies, programs and procedures		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	WP #6 Draft Project Prioritization & Implementation Plan		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	WP #6 Final Project Prioritization & Implementation Plan		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Project Prioritization and Implementation Plan		-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -		
7	Documentation - Final Plan Development																						
	Plan preparation		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Presentations to stakeholders		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Draft TMP preparation	2	\$ 368.00	50	\$ 9,200.00	\$ -	55	\$ 8,195.00	32	\$ 4,768.00	35	\$ 4,690.00		\$ -	12	\$ 1,608.00	4	\$ 460.00	20	\$ 1,860.00	\$27,221.00	\$31,149.00	
	Comment resolution		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Final TMP preparation		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Documentation - Final Plan Development		2	\$ 368.00	50	\$ 9,200.00	-	\$ -	55	\$ 8,195.00	32	\$ 4,768.00	35	\$ 4,690.00	-	\$ -	12	\$ 1,608.00	4	\$ 460.00	20	\$ 1,860.00	\$31,149.00	\$31,149.00
8	Project Administration																						
	Monthly Meetings (prep, attendance, minutes - up to 6 total)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	10	\$ 1,490.00		\$ -		\$ -		\$ -		\$ -		\$ -	\$1,490.00	\$1,490.00	
	County PM/Psomas PM Discussions (40 @45 minutes)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Additional Stakeholder Meetings (4)		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Billing, Progress Reports, Project Setup		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
	Internal Team Meetings		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
			\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Total Project Administration		-	\$ -	-	\$ -	-	\$ -	-	\$ -	10	\$ 1,490.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$1,490.00	\$1,490.00
Proposal Total		19	\$ 3,496.00	90	\$ 16,560.00	6	\$ 1,104.00	114	\$ 16,986.00	157	\$ 23,393.00	104	\$ 13,936.00	6	\$ 804.00	61	\$ 8,174.00	55	\$ 6,325.00	48	\$ 4,464.00	\$95,242.00	



July 28, 2025

Darlene Yellowhair
Psomas
1745 E River Road, Suite 245
Tucson, AZ 85718

Dear Ms. Yellowhair:

Kimley-Horn is happy to submit this scope and fee proposal for portions of the Pima County Transportation Master Plan (TMP).

Scope of Services

Kimley-Horn will provide the services specifically set forth below.

TASK 1. PROJECT INITIATION AND MANAGEMENT

Kimley-Horn will provide data needs required for the travel demand modeling work required under this scope of work to Psomas.

Kimley-Horn will develop a project website that will be live throughout the life of the TMP planning process. Kimley-Horn will create a draft website and solicit comments from Psomas and Pima County. Kimley-Horn will address one round of consolidated comments from Psomas and one round of consolidated comments from Pima County on the website during the setup phase. Kimley-Horn will create a QR code to access the project website from advertisement materials. Kimley-Horn will make updates to the website at major project milestones throughout the life of the planning process.

TASK 2. COUNTYWIDE TRANSPORTATION REVIEW

No scope items anticipated for Kimley-Horn

TASK 3. COMMUNITY ENGAGEMENT PLAN

Kimley-Horn will develop virtual public surveys with content provided by Psomas and Pima County. These surveys will be posted and removed from the project website as directed by Psomas and Pima County.

Kimley-Horn will attend up to two (2) public or stakeholder meetings. Up to two (2) Kimley-Horn staff members will attend each meeting.

TASK 4. TRANSPORTATION VISION AND GOALS

Kimley-Horn will provide PDF and Excel results outputs from the virtual survey platform for each virtual public survey. An overview of key themes can also be provided for each virtual survey by Kimley-Horn upon request.

Kimley-Horn will use the 2055 PAG Regional Travel Demand Model, provided in full by the Pima Association of Governments (PAG) with appropriate documentation, to evaluate up to three (3) mobility scenarios that will include model network alternatives. Kimley-Horn will update input files for the model as needed to create the mobility scenarios. Kimley-Horn will provide pertinent loaded model networks, network-level statistics, and pertinent performance metrics for each scenario to Psomas and Pima County. Kimley-Horn will document the edits made to input files and a summary of results for each model scenario.

TASK 5. PRIORITY NETWORK IDENTIFICATION AND PROJECT SELECTION

Kimley-Horn will use the 2055 PAG Regional Travel Demand Model, provided in full by PAG with appropriate documentation, to evaluate up to three (3) growth scenarios that will include demographic adjustments or changes to baseline model assumptions. Kimley-Horn will work with PAG staff as needed to update model parameters and update input files for the model to create the growth scenarios. Kimley-Horn will provide pertinent loaded model networks, network-level statistics, and pertinent performance metrics for each scenario to Psomas and Pima County. Kimley-Horn will document the edits made to input files and a summary of results for each model scenario.

Kimley-Horn will work with Psomas and Pima County to develop potential Intelligent Transportation Systems (ITS) recommendations to help address identified technology, communications, and capacity needs.

Kimley-Horn will work with Psomas to develop planning-level unit costs for potential transportation projects using recent, local bids and the Arizona Department of Transportation's Engineering Estimate Construction Cost (E2C2) tool. Kimley-Horn will apply these unit costs to potential projects to develop planning-level cost estimates.

TASK 6. PROJECT PRIORITIZATION AND IMPLEMENTATION PLAN

No scope items anticipated for Kimley-Horn

TASK 7. DOCUMENTATION – FINAL PLAN DEVELOPMENT

No scope items anticipated for Kimley-Horn

TASK 8. PROJECT ADMINISTRATION

Kimley-Horn will attend up to nine (9) monthly coordination meetings. Kimley-Horn assumes one (1) staff member per meeting and one (1) hour meetings.

Fee and Expenses

Kimley-Horn has developed proposed hourly rates by category based on an average of salaries of local staff within each category, our audited overhead rate of 196.29%, and an 8% profit. On the following page is a breakdown of our proposed labor fee by task and rate classification.

Rate Category	Project Principal	Senior PM	Project Manager	Engineer	Senior Analyst	Analyst	Designer	Project Admin	Total Hours	Labor Total	Profit (8%)	Task Total
Hourly Rate	\$319.40	\$272.73	\$222.48	\$193.77	\$143.70	\$131.67	\$118.31	\$132.74				
Task 1. Project Initiation and Management	2	4	6	4	8	8	8	0	40	\$6,989.12	\$559.13	\$7,548.25
Task 2. Countywide Transportation Review	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
Task 3. Community Engagement Plan	0	0	18	24	16	16	4	0	78	\$13,534.28	\$1,082.74	\$14,617.02
Task 4. Transportation Vision and Goals	2	38	6	4	18	0	0	0	68	\$15,699.10	\$1,255.93	\$16,955.03
Task 5. Priority Network Identification and Project Selection	6	52	34	8	50	0	0	0	150	\$32,397.84	\$2,591.83	\$34,989.67
Task 6. Project Prioritization and Implementation Plan	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
Task 7. Documentation - Final Plan Development	0	0	0	0	0	0	0	0	0	\$0.00	\$0.00	\$0.00
Task 8. Project Administration	0	0	18	0	0	0	0	18	36	\$6,393.96	\$511.52	\$6,905.48
Total Hours/Fee	10	94	82	40	92	24	12	18	372	\$75,014.30	\$6,001.14	\$81,015.44



Kimley-Horn will perform the services in Tasks 1 - 8 on a labor fee plus expense basis with the maximum labor fee shown below.

Task Number & Name		Fee	Type
1	Project Initiation and Management	\$7,548.25	Hourly, Not-to-Exceed
2	Countywide Transportation Review	\$0.00	Hourly, Not-to-Exceed
3	Community Engagement Plan	\$14,617.02	Hourly, Not-to-Exceed
4	Transportation Vision and Goals	\$16,955.03	Hourly, Not-to-Exceed
5	Priority Network Identification and Project Selection	\$34,989.67	Hourly, Not-to-Exceed
6	Project Prioritization and Implementation Plan	\$0.00	Hourly, Not-to-Exceed
7	Documentation – Final Plan Development	\$0.00	Hourly, Not-to-Exceed
8	Project Administration	\$6,905.48	Hourly, Not-to-Exceed
Labor Subtotal		\$81,015.44	
Travel Costs*		\$350.00	
Website Hosting Expense		\$700.00	
Total		\$82,065.44	

*Travel costs account for vehicle mileage from the Phoenix Metropolitan Area to the Tucson Metropolitan Area for two individual trips as part of the public engagement in Task 3. Expenses invoiced will reflect actual costs incurred and backup will be provided in monthly invoices.

Kimley-Horn will not exceed the total maximum labor fee shown or reallocate fees between tasks without authorization from Pima County.

Closure

We appreciate the opportunity to provide these services. Please contact me if you have any questions.

Sincerely,

KIMLEY-HORN AND ASSOCIATES, INC.

Chris Joannes, AICP

Transportation Planner

Project Fee Estimate / Authorized Task List

Project Number:

Project Name:

Project Manager:

Date:

Pima County Transportation Master Plan

Chris Joannes

7/2/2025

[illegible]

Labor Cost = Direct Labor Rate + Overhead

Project Number:	
Project Name:	Pima County Transportation Master Plan
Project Manager:	Chris Joannes
Date:	7/2/2025

Task	Design Description	Project Principal		Senior PM		Project Manager		Engineer		Senior Analyst		Analyst		Designer		Project Admin		Kimley-Horn Labor Cost	Fee 8%	Task Total
		\$ 319.40 Hrs.	/ Hr. Amount	\$ 272.73 Hrs.	/ Hr. Amount	\$ 222.48 Hrs.	/ Hr. Amount	\$ 193.77 Hrs.	/ Hr. Amount	\$ 143.70 Hrs.	/ Hr. Amount	\$ 131.67 Hrs.	/ Hr. Amount	\$ 118.31 Hrs.	/ Hr. Amount	\$ 132.74 Hrs.	/ Hr. Amount			
	Recommendations for updates to policies, programs and procedures		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	WP #6 Draft Project Prioritization & Implementation Plan		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	WP #6 Final Project Prioritization & Implementation Plan		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Total Project Prioritization and Implementation Plan	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -			

7	Documentation - Final Plan Development																			
	Plan preparation		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Presentations to stakeholders		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Draft TMP preparation		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Comment resolution		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Final TMP preparation		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Total Documentation - Final Plan Development	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -			

8	Project Administration																			
	Monthly Meetings (prep, attendance, minutes - 18 total)		\$ -		\$ -	9	\$ 2,002.32		\$ -		\$ -		\$ -		\$ -		\$ -	\$2,002.32	\$160.19	\$2,162.51
	County PM/Psomas PM Discussions (40 @45 minutes)		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Additional Stakeholder Meetings (4)		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Billing, Progress Reports, Project Setup		\$ -		\$ -	9	\$ 2,002.32		\$ -		\$ -		\$ -		\$ -	18	\$ 2,389.32	\$4,391.64	\$351.33	\$4,742.97
	Internal Team Meetings		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Total Project Administration	-	\$ -	-	\$ -	18	\$ 4,004.64	-	\$ -	-	\$ -	-	\$ -	-	\$ -	18	\$ 2,389.32	\$6,393.96	\$511.52	\$6,905.48

Proposal Total		10	\$ 3,194.00	94	\$ 25,636.62	82	\$ 18,243.36	40	\$ 7,750.80	92	\$ 13,220.40	24	\$ 3,160.08	12	\$ 1,419.72	18	\$ 2,389.32	\$75,014.30	\$6,001.14	\$81,015.44
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MEMORANDUM

July 8, 2025

To: Darlene Danehy Yellowhair
Organization: Psomas
From: Wendy Phelps
Project: Pima County Transportation Plan

Re: Toole Design Subconsultant Scope and Fee

This document outlines the services to be provided by Toole Design as a subconsultant to Psomas for the Pima County Transportation Master Plan (TMP). The TMP will identify preferred transportation strategies (projects, programs, and policies) to guide the development of Pima County's transportation system for the next 25 or more years. Specific activities to be performed by Toole Design are described below.

Schedule

The project will be completed within 18 months of approval of the Notice to Proceed. The anticipated schedule is provided in the attached exhibit.

Fee

Toole Design's fee for this set of services is \$54,581.68 shown by task in Table 1. For Tasks 5 and 6, we assume our role is largely to review and provide feedback on bicycle and pedestrian elements in work by other team members, rather than being actively involved in idea generation and initial draft production. Toole Design will provide monthly invoices and progress reports to Psomas that indicate the work completed over the previous month. Staff and rates are shown in Table 2.

Exhibit A: Pima County Transportation Master Plan (Toole Design Project Number 00DEN.00262.03)

Task 1. Project Initiation and Management

No role for Toole Design under this task.

Task 2. Countywide Transportation Review

Identify preferred performance indicators

Toole Design will review documents and public engagement summaries identified by Psomas and provide notes on goals, objectives, policies, and performance indicators relevant to active modes (bicycling and walking). Based on this review, Toole Design will draft a preferred set of performance indicators for bicycle and pedestrian facilities.

Evaluate existing transportation network performance (bicycling and walking)

Toole Design will use Replica data, OpenStreetsMap data, and other data provided by the County or Psomas to evaluate performance of the bicycle and pedestrian networks and active modes travel patterns. This may include identifying gaps in the existing networks, areas of higher bicycling and walking trip potential, travel patterns of various demographic groups, or modeled active modes volumes. (Note: Toole Design assumes we will not be cleaning, repairing, or creating datasets for this work.)

Toole Design will provide relevant maps, graphics, and/or narrative text for inclusion in an Existing Conditions Report to be prepared by others. Psomas will provide project data, map templates, and other relevant branding information which Toole Design will use to prepare its exhibits.

Toole Design Deliverables

- Draft performance indicators for bicycle and pedestrian facilities
- Active modes infrastructure and travel pattern analysis narrative with up to three (3) supporting maps

Task 3. Community Engagement Plan

No role for Toole Design under this task.

Task 4. Transportation Vision and Goals

No role for Toole Design under this task.

Task 5. Priority Network Identification and Project Selection

Develop a diverse set of roadway typologies to support a range of neighborhood and corridor contexts based on both existing and future land uses

Toole Design will provide feedback on roadway typologies developed by others, focusing on the appropriate type of pedestrian and bicycle infrastructure for a given context.

Design recommended typical cross sections

Toole Design will review and provide feedback on bicycle and pedestrian facilities shown in typical cross sections prepared by others. Feedback will be provided as mark-ups on PDFs produced by others.

Develop comprehensive list of projects with planning-level cost estimates

Toole Design will provide input on bicycle and pedestrian projects and provide a peer review of planning-level cost estimates for bicycle and pedestrian projects. Psomas will provide necessary information about overlap between bicycle and pedestrian projects and other project recommendations.

Psomas or others will produce the draft planning-level cost estimates without support from Toole Design.

Toole Design Deliverables

- Written feedback on roadway typologies
- Written feedback on typical cross sections
- Written input on bicycle and pedestrian project list

Task 6. Project Prioritization and Implementation Plan

Develop project prioritization methodology that is modifiable and repeatable

Toole Design will support the development of the prioritization methodology and scoring and ranking of projects to be led by others. Toole Design will review work-to-date from Psomas, participate in initial discussions about prioritization with members of the project team, and review the draft methodology developed by others to ensure that bicycle and/or pedestrian infrastructure is appropriately prioritized. Toole Design will also provide relevant data layers as shapefiles or Excel files from Task 2 to support prioritization.

Once a ranked project list is available, Toole Design will review and provide feedback to bicycle and pedestrian projects.

Toole Design Deliverables

- Written feedback on project prioritization methodology
- Relevant data layers (shapefile or Excel tables) from Task 2 to support prioritization
- Written comments on ranked project list

Task 7. Documentation – Final Plan Development

No role for Toole Design under this task.

Task 8. Project Administration

Under this task, the Toole Design project manager will participate in up to six (6) monthly project meetings with minimal preparation and follow-up. Toole will attend up to one (1) meeting in-person at a

key project milestone and will attend other meetings virtually. Toole Design's project manager will prepare and submit monthly progress reports and invoices.

Toole Design Deliverables

- Participation in up to six (6) monthly project meetings (up to 1 in-person, with the rest virtually)
- Monthly progress reports and invoices

Fee

Table 1 – Toole Design Fee

	Hours	Cost
Task 1 - Project Initiation and Management	0	--
Task 2 - Countywide Transportation Review	140	\$17,374.46
Task 3 - Community Engagement Plan	0	--
Task 4 - Transportation Vision and Goals	0	--
Task 5 - Priority Network Identification and Project Selection	139	\$18,154.50
Task 6 - Project Prioritization and Implementation Plan	100	\$12,688.28
Task 7 - Documentation - Final Plan	0	--
Task 8 - Project Administration	39	\$6,364.45
Total	418	\$54,581.68

Staff and Rates – approved by the County on 6/12/25

Table 2 – Staff Rates

Employee Name	Category	Current rate	Overhead	Profit @10%	Loaded rate
Wendy Phelps	Project Planner II	52.79	92.63	14.54	159.96
Aaron Sussman	Senior Planner	59.72	104.78	16.45	180.96
Bridget O'Shea	Planner	31.01	54.41	8.54	93.96
Teresa Chang	GIS Analyst	43.11	75.64	11.88	130.63
Ryan Batty	Project Engineer II	59.06	103.63	16.27	178.96
Mara Benitez	Engineer II	39.01	68.45	10.75	118.20
Theja Putta	GIS Specialist	47.74	83.76	13.15	144.66

Project Fee Estimate / Authorized Task List

$$\text{Labor Cost} = \text{Direct Labor Rate} + \text{Overhead}$$

Project Number:	RFQu-2500006719
Project Name:	Pima County Transportation Master Plan
Project Manager:	Wendy Phelps (Toole Design)
Date:	7/8/2025

Task	Description	\$ 145.42 Hrs.	/ Hr. Amount	\$ 164.50 Hrs.	/ Hr. Amount	\$ 85.42 Hrs.	/ Hr. Amount	\$ 118.75 Hrs.	/ Hr. Amount	\$ 162.69 Hrs.	/ Hr. Amount	\$ 107.46 Hrs.	/ Hr. Amount	\$ 131.50 Hrs.	/ Hr. Amount	Toole Design Labor Cost	Fee 10%	Task Total	
1	Project Initiation and Management																		
	Work plan and timeline	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Roles and responsibilities	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Identify data needs	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Develop branding and website	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Working Paper (WP) #1 Draft Work Plan	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Working Paper (WP) #1 Final Work Plan	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Total Project Initiation and Management	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -				
2	Countywide Transportation Review																		
	Describe County's mobility history	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Evaluate Existing Policies, Plans and Funding Sources (14 doca)	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Identify Key Performance Indicators (KPIs)	16	\$ 2,326.72	2	\$ 329.00	20	\$ 1,708.40	24	\$ 2,850.00	\$ -	-	\$ -	-	\$ -	-	\$7,214.12	\$721.41	\$7,935.53	
	Evaluate Existing Transp Network (Arterials, Collectors, Loop)	16	\$ 2,326.72	2	\$ 329.00	36	\$ 3,075.12	24	\$ 2,850.00	\$ -	-	\$ -	-	\$ -	-	\$8,580.84	\$858.08	\$9,438.92	
	Identify Gaps in Modal Networks	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Identify flood impact areas and flood control needs	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Identify bridge condition and deficiencies	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	WP #2 Draft report of existing conditions + KPIs+ flood & bridge cond	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	WP #2 Final report of existing conditions + KPIs+ flood & bridge cond	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		Total Countywide Transportation Review	32	\$ 4,653.44	4	\$ 658.00	56	\$ 4,783.52	48	\$ 5,700.00	-	\$ -	-	\$ -	-	\$ -	\$15,794.96	\$1,579.50	\$17,374.46
	3	Community Engagement Plan																	
Develop Public Engagement Plan (PEP) and Strategy (Psomas + Gordley)		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
Create Protect Oversight Committee		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
Develop & Deliver Online Interactive Survey (Psomas + KHA)		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
Community & Stakeholder Meetings (14 Meetings), (Psomas + Gordley)		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
Core Values and Planning Themes		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
WP #3 Draft PEP		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
WP #3 Final PEP		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Total Community Engagement Plan	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -				
4	Transportation Vision and Goals																		
	Synthesize transportation review and community engagement efforts	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Develop future mobility scenarios and evaluate alternatives (Psomas+KHA)	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Establish mobility vision, values, goals and policy statements	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Cultural and social mobility needs of diverse population	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	WP #4 Draft Vision & Goals	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	WP #4 Final Vision & Goals	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		Total Transportation Vision and Goals	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -			
5	Priority Network Identification and Project Selection																		
	Model Growth Scenarios (Psomas + KHA)	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Identify priority needs and facilities by mode	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Recommend updates to MS Plan and Functional Classification	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
	Develop Roadway Typologies	12	\$ 1,745.04	2	\$ 329.00	12	\$ 1,025.04	\$ -	3	\$ 488.07	8	\$ 859.68	\$ -	\$ -	\$ -	\$4,446.83	\$444.68	\$4,891.51	
	Design recommended typical cross-sections	12	\$ 1,745.04	2	\$ 329.00	8	\$ 683.36	\$ -	3	\$ 488.07	24	\$ 2,579.04	\$ -	\$ -	\$ -	\$5,824.51	\$582.45	\$6,406.96	
	Project List and planning level cost estimates	12	\$ 1,745.04	\$ -	\$ -	12	\$ 1,025.04	16	\$ 1,900.00	3	\$ 488.07	10	\$ 1,074.60	\$ -	\$ -	\$6,232.75	\$623.28	\$6,856.02	
	WP #5 Draft Priority Network and Project Selection	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-				

Toole Design

Project Fee Estimate / Authorized Task List

Labor Cost = Direct Labor Rate + Overhead

Project Number:

RFOu-2500006719

Project Name:

Pima County Transportation Master Plan

Project Manager:

Wendy Phelps (Toole Design)

Date:

7/8/2025

Task	Design Description	W. Phelps \$ 145.42 Hrs.	/ Hr. Amount	A. Sussman \$ 164.50 Hrs.	/ Hr. Amount	B. O'Shea \$ 85.42 Hrs.	/ Hr. Amount	T. Chang \$ 118.75 Hrs.	/ Hr. Amount	R. Battly \$ 162.69 Hrs.	/ Hr. Amount	M. Benitez \$ 107.46 Hrs.	/ Hr. Amount	T. Pulita \$ 131.50 Hrs.	/ Hr. Amount	Toole Design Labor Cost	Fee 10%	Task Total
	WP #5 Final Priority Network and Project Selection	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-			
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-			
		\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-			
	Total Priority Network Identification and Project Selection	36	\$ 5,235.12	4	\$ 658.00	32	\$ 2,733.44	16	\$ 1,900.00	9	\$ 1,464.21	42	\$ 4,513.32	-	\$ -	\$16,504.09	\$1,650.41	\$18,154.50
6	Project Prioritization and Implementation Plan																	
	Develop project prioritization methodology	16	\$ 2,326.72	2	\$ 329.00	20	\$ 1,708.40	16	\$ 1,900.00		\$ -		\$ -	4	\$ 526.00	\$6,790.12	\$679.01	\$7,469.13
	Create ranked list of projects	10	\$ 1,454.20	2	\$ 329.00	16	\$ 1,366.72	8	\$ 950.00		\$ -	6	\$ 644.76		\$ -	\$4,744.68	\$474.47	\$5,219.15
	Recommendations for updates to policies, programs and procedures		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	WP #6 Draft Project Prioritization & Implementation Plan		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	WP #6 Final Project Prioritization & Implementation Plan		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Total Project Prioritization and Implementation Plan	26	\$ 3,780.92	4	\$ 658.00	36	\$ 3,075.12	24	\$ 2,850.00	-	\$ -	6	\$ 644.76	4	\$ 526.00	\$11,534.80	\$1,153.48	\$12,688.28
7	Documentation - Final Plan Development																	
	Plan preparation		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Presentations to stakeholders		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Draft TMP preparation		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Comment resolution		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Final TMP preparation		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Total Documentation - Final Plan Development	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -			
	Monthly Meetings (comp. attendance, minutes - 18 total)	15	\$ 2,181.30		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -	\$2,181.30	\$218.13	\$2,399.43
	County PM/Pasomas PM Discussions (40 @45 minutes)		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Additional Stakeholder Meetings (4)		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Billing, Progress Reports, Project Setup	18	\$ 2,617.56	6	\$ 987.00		\$ -		\$ -		\$ -		\$ -		\$ -	\$3,604.56	\$360.46	\$3,965.02
	Internal Team Meetings		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
			\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -			
	Total Project Administration	33	\$ 4,798.86	6	\$ 987.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	\$5,785.86	\$578.59	\$6,364.45
	Proposal Total	127	\$ 18,468.34	18	\$ 2,961.00	124	\$ 10,592.08	88	\$ 10,450.00	9	\$ 1,464.21	48	\$ 5,158.08	4	\$ 526.00	\$49,619.71	\$4,961.97	\$54,581.68

End of Exhibit B - Compensation Schedule



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/26/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION IS WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Edgewood Partners Insurance Center 3780 Mansell Rd. Suite 370 Alpharette GA 30022	CONTACT NAME: Greyling COI Specialist PHONE (A/C, No, Ext): 770.756.6599 E-MAIL ADDRESS: greylingcerts@greyling.com	FAX (A/C, No): 770.756.6599
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : National Union Fire Ins Co of Pittsburg		19445
INSURED Psomas 865 South Figueroa Street Suite 3200 Los Angeles CA 90017		
INSURER B :		
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES**CERTIFICATE NUMBER:** 1229372633**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:			GL5268212	4/1/2025	4/1/2026	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 \$
A	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CA4489706	4/1/2025	4/1/2026	COMBINED SINGLE LIMIT (Ea accident) \$ 2,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
A	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input checked="" type="checkbox"/> N	N/A	WC72113158 (AOS) WC72113159 (CA)	4/1/2025 4/1/2025	4/1/2026 4/1/2026	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 2,000,000 E.L. DISEASE - EA EMPLOYEE \$ 2,000,000 E.L. DISEASE - POLICY LIMIT \$ 2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

7PIM250201; Transportation Master Plan, Pima County, AZ, PO2500025965

Pima County, its departments, districts, boards, commissions, officers, officials, agents, and employees are named as Additional Insureds on the above referenced liability policies with the exception of workers compensation & professional liability where required by written contract. The above referenced liability policies are primary & non-contributory where required by written contract. Waiver of Subrogation in favor of Additional Insured(s) where required by written contract & allowed by law. Should any of the above described policies be cancelled by the issuing insurer before the expiration date thereof, we will endeavor to provide 30 days' written notice (except 10 days for nonpayment of premium) to the Certificate Holder.

CERTIFICATE HOLDER**CANCELLATION**

Pima County
150 W. Congress Street, 5th Floor
Tucson AZ 85701

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

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ENDORSEMENT

This endorsement, effective 12:01 A.M. 04/01/2025
forms a part of Policy No. CA4489706
issued to Psomas
by NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA.

ADDITIONAL INSURED - WHERE REQUIRED UNDER CONTRACT OR AGREEMENT

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

SCHEDULE

ADDITIONAL INSURED:

ANY PERSON OR ORGANIZATION FOR WHOM YOU ARE CONTRACTUALLY BOUND TO PROVIDE
ADDITIONAL INSURED STATUS BUT ONLY TO THE EXTENT OF SUCH PERSON'S OR
ORGANIZATION'S LIABILITY ARISING OUT OF THE USE OF A COVERED "AUTO".

I. SECTION II - COVERED AUTOS LIABILITY COVERAGE, A. Coverage, 1. - Who Is Insured, is
amended to add:

- d. Any person or organization, shown in the schedule above, to whom you become obligated to include as an additional insured under this policy, as a result of any contract or agreement you enter into which requires you to furnish insurance to that person or organization of the type provided by this policy, but only with respect to liability arising out of use of a covered "auto". However, the insurance provided will not exceed the lesser of:

- (1) The coverage and/or limits of this policy, or
- (2) The coverage and/or limits required by said contract or agreement.



AUTHORIZED REPRESENTATIVE

ENDORSEMENT

This endorsement, effective 12:01 A.M. 04/01/2025
forms a part of Policy No. CA4489706
issued to Psomas
by NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA.

INSURANCE PRIMARY AS TO CERTAIN ADDITIONAL INSURED

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

Section IV - Business Auto Conditions, B., General Conditions, 5., Other Insurance, c., is amended by the addition of the following sentence:

The insurance afforded under this policy to an additional insured will apply as primary insurance for such additional insured where so required under an agreement executed prior to the date of accident. We will not ask any insurer that has issued other insurance to such additional insured to contribute to the settlement of loss arising out of such accident.

All other terms and conditions remain unchanged.



Authorized Representative or
Countersignature (in States Where
Applicable)

ENDORSEMENT

This endorsement, effective 12:01 A.M. 04/01/2025
forms a part of Policy No. CA4489706
issued to Psomas
by NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

BUSINESS AUTO COVERAGE FORM

Section IV - Business Auto Conditions, A. - Loss Conditions, 5. - Transfer of Rights of Recovery Against Others to Us, is amended to add:

However, we will waive any right of recover we have against any person or organization with whom you have entered into a contract or agreement because of payments we make under this Coverage Form arising out of an "accident" or "loss" if:

- (1) The "accident" or "loss" is due to operations undertaken in accordance with the contract existing between you and such person or organization; and
- (2) The contract or agreement was entered into prior to any "accident" or "loss".

No waiver of the right of recovery will directly or indirectly apply to your employees or employees of the person or organization, and we reserve our rights or lien to be reimbursed from any recovery funds obtained by any injured employee.



AUTHORIZED REPRESENTATIVE

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED - OWNERS, LESSEES OR
CONTRACTORS - SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location(s) Of Covered Operations
ANY PERSON OR ORGANIZATION WHOM YOU BECOME OBLIGATED TO INCLUDE AS AN ADDITIONAL INSURED AS A RESULT OF ANY CONTRACT OR AGREEMENT YOU HAVE ENTERED INTO.	PER THE CONTRACT OR AGREEMENT.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury", "property damage" or "personal and advertising injury" caused, in whole or in part, by:

1. Your acts or omissions; or
2. The acts or omissions of those acting on your behalf;

in the performance of your ongoing operations for the additional insured(s) at the location(s) designated above.

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following additional exclusions apply:

This insurance does not apply to "bodily injury" or "property damage" occurring after:

1. All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service,

maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the location of the covered operations has been completed; or

2. That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

C. With respect to the insurance afforded to these additional insureds, the following is added to **Section III – Limits Of Insurance:**

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

ADDITIONAL INSURED - OWNERS, LESSEES OR CONTRACTORS - COMPLETED OPERATIONS

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Additional Insured Person(s) Or Organization(s)	Location And Description Of Completed Operations
ANY PERSON OR ORGANIZATION WHOM YOU BECOME OBLIGATED TO INCLUDE AS AN ADDITIONAL INSURED AS A RESULT OF ANY CONTRACT OR AGREEMENT YOU HAVE ENTERED INTO.	PER THE CONTRACT OR AGREEMENT.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.	

A. Section II – Who Is An Insured is amended to include as an additional insured the person(s) or organization(s) shown in the Schedule, but only with respect to liability for "bodily injury" or "property damage" caused, in whole or in part, by "your work" at the location designated and described in the Schedule of this endorsement performed for that additional insured and included in the "products-completed operations hazard".

However:

1. The insurance afforded to such additional insured only applies to the extent permitted by law; and
2. If coverage provided to the additional insured is required by a contract or agreement, the insurance afforded to such additional insured will not be broader than that which you are required by the contract or agreement to provide for such additional insured.

B. With respect to the insurance afforded to these additional insureds, the following is added to Section III – Limits Of Insurance:

If coverage provided to the additional insured is required by a contract or agreement, the most we will pay on behalf of the additional insured is the amount of insurance:

1. Required by the contract or agreement; or
2. Available under the applicable limits of insurance;

whichever is less.

This endorsement shall not increase the applicable limits of insurance.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NONCONTRIBUTORY - OTHER INSURANCE CONDITION

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

The following is added to the **Other Insurance** Condition and supersedes any provision to the contrary:

Primary And Noncontributory Insurance

This insurance is primary to and will not seek contribution from any other insurance available to an additional insured under your policy provided that:

(1) The additional insured is a Named Insured under such other insurance; and

(2) You have agreed in writing in a contract or agreement that this insurance would be primary and would not seek contribution from any other insurance available to the additional insured.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US (WAIVER OF SUBROGATION)

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
ELECTRONIC DATA LIABILITY COVERAGE PART
LIQUOR LIABILITY COVERAGE PART
POLLUTION LIABILITY COVERAGE PART DESIGNATED SITES
POLLUTION LIABILITY LIMITED COVERAGE PART DESIGNATED SITES
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART
RAILROAD PROTECTIVE LIABILITY COVERAGE PART
UNDERGROUND STORAGE TANK POLICY DESIGNATED TANKS

SCHEDULE

Name Of Person(s) Or Organization(s):
PURSUANT TO APPLICABLE WRITTEN CONTRACT OR AGREEMENT YOU ENTER INTO.
Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph 8. **Transfer Of Rights Of Recovery Against Others To Us** of Section IV – Conditions:

We waive any right of recovery against the person(s) or organization(s) shown in the Schedule above because of payments we make under this Coverage Part. Such waiver by us applies only to the extent that the insured has waived its right of recovery against such person(s) or organization(s) prior to loss. This endorsement applies only to the person(s) or organization(s) shown in the Schedule above.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

This endorsement changes the policy to which it is attached effective on inception date of the policy unless a different date is indicated below.

(The following "attaching clause" need be completed only when this endorsement is issued subsequent to preparation of the policy).

This endorsement, effective 12:01 AM 04/01/2025 forms a part of Policy No. WC72113158 (AOS)

Issued to PSOMAS

By NATIONAL UNION FIRE INSURANCE COMPANY OF PITTSBURGH, PA.

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.

This agreement shall not operate directly or indirectly to benefit any one not named in the Schedule.

Schedule

ANY PERSON OR ORGANIZATION TO WHOM YOU BECOME
OBLIGATED TO WAIVE YOUR RIGHTS OF RECOVERY
AGAINST, UNDER ANY CONTRACT OR AGREEMENT YOU ENTER
INTO PRIOR TO THE OCCURRENCE OF LOSS.

This form is not applicable in California, Kentucky, New Hampshire, New Jersey, North Dakota, Ohio, Tennessee, Texas, Utah, or Washington. This form is not applicable in Missouri when there is a construction code on the policy and there is Missouri premium or exposure.

WC 00.03.13
(Ed. 04184)

Countersigned by _____

Authorized Representative



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

8/26/2025

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an **ADDITIONAL INSURED**, the policy(ies) must have **ADDITIONAL INSURED** provisions or be endorsed. If **SUBROGATION** IS **WAIVED**, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER AssuredPartners Design Professionals Insurance Services, LLC 3697 Mt. Diablo Blvd Suite 230 Lafayette CA 94549	CONTACT NAME: Lisa Shimizu-Fookes PHONE (A/C, No, Ext): 714-427-3482 E-MAIL ADDRESS: CertsDesignPro@AssuredPartners.com	FAX (A/C, No):
License#: 6003745 PSOMAS0-01	INSURER(S) AFFORDING COVERAGE	NAIC #
INSURED PSOMAS 865 S. Figueroa Street, Suite 3200 Los Angeles CA 90017	INSURER A: XL Specialty Insurance Co.	37885
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES**CERTIFICATE NUMBER:** 709694461**REVISION NUMBER:**

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:						EACH OCCURRENCE DAMAGE TO RENTED PREMISES (Ea occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ GENERAL AGGREGATE \$ PRODUCTS - COMP/OP AGG \$ \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? <input type="checkbox"/> Y / N <input checked="" type="checkbox"/> N / A (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liab & Poll. Liab Claims-Made Form Retro Date: 10/15/1947		Y	DPR5033899	10/15/2024	10/15/2025	Per Claim Aggregate Limit \$2,000,000 \$2,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Additional Insured Status is not available on Professional Liability Policy.
7PIM250201 - Transportation Master Plan, Pima County, AZ, Client Ref #PO2500025965.

CERTIFICATE HOLDER**CANCELLATION** 30 Day Notice of Cancellation

Pima County Attn: Sabrina Walker 150 W. Congress Street, 5th Floor Tucson AZ 85701	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE

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2. The specific nature and extent of the injury or damage that has been sustained; and
3. How the INSURED first became aware of such CIRCUMSTANCE(S),

then any CLAIM(S) that may subsequently be made against the INSURED arising out of such reported CIRCUMSTANCE(S) shall be deemed to have been made on the date first written notice of the CIRCUMSTANCE(S) was received by the Company. This right conferred upon the INSURED in this Paragraph shall terminate at the end of the POLICY PERIOD and shall not exist during the Automatic Extended Reporting Period or Optional Extended Reporting Period.

XI. OTHER CONDITIONS

A. Cancellation

This Policy may be canceled by the NAMED INSURED by surrender thereof to the Company or any of its authorized agents or by mailing to the Company written notice stating when thereafter the cancellation shall be effective. This Policy may be canceled by the Company by mailing to the NAMED INSURED, at the address stated in Item 1. of the Declarations, written notice stating when, not less than thirty (30) days thereafter (or ten (10) days thereafter for non-payment of premium), such cancellation shall be effective. The mailing of notice as aforesaid shall be sufficient proof of notice. The time of surrender or the effective date and hour of cancellation stated in the notice shall become the end of the POLICY PERIOD. Delivery of such written notice either by the NAMED INSURED or by the Company shall be equivalent to mailing.

If this Policy is canceled, earned premium shall be computed in accordance with the Company's guidelines with respect to cancellation. Premium adjustment may be made either at the time cancellation is effected or as soon as practicable after cancellation becomes effective, but payment or tender of unearned premium is not a condition of cancellation.

B. Action Against The Company

No action may be brought against the Company unless, as a condition precedent thereto, there shall have been full compliance with all of the terms of this Policy, nor until the amount of the INSURED'S obligation to pay shall have been finally determined either by judgment against the INSURED in a contested proceeding after final judgment has been rendered and any appeal decided, or by written agreement of the INSURED, the claimant and the Company. No person or organization shall have any right under this Policy to join the Company as a party to any action against the INSURED to determine the INSURED'S liability, nor shall the INSURED or the INSURED'S legal representative join the Company in such action. Bankruptcy or insolvency of the INSURED or the INSURED'S estate shall not relieve the Company of any of its obligations hereunder.

C. Assignment

This Policy may not be assigned or transferred without written consent of the Company.

D. Subrogation

In the event of any payment under this Policy, the Company shall be subrogated to all the INSURED'S rights of recovery therefor against any person or organization, and the INSURED shall execute and deliver instruments and papers and do whatever else is necessary to secure such rights. The INSURED shall do nothing after a CLAIM(S) to prejudice such rights.

However, it is agreed that the Company waives its rights of subrogation under this Policy against clients of the INSURED as respects any CLAIM(S) arising from PROFESSIONAL SERVICES, or CONTRACTING SERVICES under the client's contract requiring waiver of subrogation, but only to the extent required by written contract.

This endorsement, effective 12:01 a.m., 10/15/2024 forms a part of

Policy No. DPR5033899

Issued to PSOMAS

by XL Specialty Insurance Company.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

NOTICE OF POLICY CANCELLATION – BLANKET NOTICE TO DESIGNATED ENTITIES

This endorsement modifies insurance provided under the following:

PROFESSIONAL, ENVIRONMENTAL AND NETWORK SECURITY LIABILITY POLICY – ARCHITECTS, CONSULTANTS AND ENGINEERS

Section XI. OTHER CONDITIONS, Paragraph **A. Cancellation** is amended by the addition of the following:

In the event that the Company cancels or non-renews this Policy during the POLICY PERIOD, the Company agrees to provide thirty (30) days' prior written notice of cancellation or non-renewal of this Policy to any entity with whom the NAMED INSURED agreed in a written contract or agreement would be provided with notice of cancellation or non-renewal of this Policy, provided that:

1. The Company receives, at least thirty (30) days prior to the date of cancellation or non-renewal, a written request from the NAMED INSURED to provide notice of cancellation to entities designated by the NAMED INSURED to receive such notice; and
2. The written request includes the name, address and email of each person or entity designated by the NAMED INSURED to receive such notice. The Company will assume that the list provided to the company by the NAMED INSURED is a complete and accurate list.

This endorsement does not apply to non-renewal of the Policy at the end of the POLICY PERIOD or cancellation of the Policy for non-payment of premium to a premium finance company authorized to cancel the Policy. Furthermore, nothing contained in this endorsement shall be construed to provide any rights under the Policy to the entities receiving notice of cancellation pursuant to this endorsement, nor shall this endorsement amend or alter the effective date of cancellation stated in the cancellation notice issued to the NAMED INSURED.

All other terms and conditions of the Policy remain unchanged.