



May 15, 2014

Tyler Schroeder, Whatcom County Planning Supervisor
Whatcom County Planning and Development Services
5280 Northwest Dr.
Bellingham, WA 98225

Subject: Contract No. 201205028 (CH2M HILL Project No. 439402)
Gateway Pacific Terminal and BNSF Custer Spur Modification Projects
March 28th through April 28th, 2014

Dear Mr. Schroeder:

Please find attached to this progress report the CH2MHILL invoice that includes each invoice and progress report from our subconsultants. To simplify the review, we have included a summary table demonstrating the invoices and percent complete by each top task for each subconsultant. The following is a roll-up summary of work performed for April 2014.

I. Work Completed this Period

Task 1: Project Management Tasks

- Screened the responses to the HIA RFP. Prepared for interviews
- Planned, hosted and recorded notes for 4/2 Co-leads meeting
- Recorded minutes, tracked team commitments from kick-off meetings: 3/26 Management and Co-Lead kick-off meeting & April 1 Team kick-off meeting
- Planned and participated and recorded notes for meeting with the April 30th Co-leads monthly meeting
- Planned and hosted study plan review meetings with Co-leads
- Planned and hosted internal coordination meetings – team wide (1/month), 4 subgroup meetings 2/ month (Transp, Health, Natural, Built/social) specific, and management team meetings 2 this month.
- Establishing an external web base for Co-leads reviews and info exchange.
- Planning for and coordinating upcoming resource agency meetings.

Schedule

- Tracking influences on the 12 to 13 month schedule. Schedule effort is put on hold until its clear when reports and data inputs will be available. See table on next page for specific schedule determinant alerts.
- Collecting more detail on the interdependencies to refine the schedule for each analysts

Non-billable items completed this month:

- Developed individual work efforts for each subconsultant (14) and developed the Purchase Orders
- Recording progress and invoicing

Task 2: Public Involvement

- Revised the Web page.
- Conducted a summary of past comments received for Co-Lead review.

Task 4: Project Definition and Purpose and Need

- Continuing to work with Corps on refinements. Held meeting with Corps to review. Responding to EPA comments.

Task 5: Alternative Analysis

- SEPA: Beginning to structure the process for onsite alternatives analysis under SEPA. Outlined the structure and presented to Co-leads. (Awaiting scale drawings of new proposal)
- Initiating the description for the 1997 approval as SEPA No Action.

Task 6: Resource Analyses

Applicable to both NEPA and SEPA

- Planned field visits along Custer Spur and GPT site (mid-May visits)
- Developed a field letter to provide to persons inquiring during the field visits
- Conducted a noise monitoring field visit to help confirm applicants study.
- Continuing to work on Gap assessments for the initial applicant reports submitted
- Developing study plans for each resources and reviewing them with the Co-leads in sets of 4 each week.
- All resources leads are collecting existing conditions, pulling from literature resources and planning for field site visits. Many information sources are not available via GIS, therefore analysts are collecting sources manually.
- GIS: Data collection for onsite but mostly state-wide data resources.
- The team has been planned for, and participated in meetings and researching methods for analyzing impacts on GHG as well as Coal Dust emissions from trains and stockpiles - both efforts are beyond current scope.

Task 7: Draft EIS

- No work performed at this time.

Task 10: Administrative Record

- Ongoing recording of information.

II. Outstanding Questions or Issues

- The team has been planned for, and participated in meetings and researching methods for analyzing impacts on GHG as well as Coal Dust emissions from trains and stockpiles. As these items were not included in the original scope and budget,

and depending on the direction of the Co-Leads. This work is likely to result in modifications to the contract.

- There has been a delay in receiving agreed upon materials. This time has been helpful to define the project studies and learn more about the conditions of the project that were not previously clear, even without receipt of all applicant materials. These efforts have resulted in triggering additional meetings, coordination and clarity with the analyst and Co-leads. Since the scope was developed under the best case scenario, we are alerting that the additional time, while helpful, is leading to additional level of efforts than originally planned.
- Hiring subconsultant for the HIA has required several days effort by Wheeler

III. Anticipated Work Items Next Month (May)

Project Management

- Approve subconsultant for HIA

Web Updates

- Posted new applicant reports on the Web
- Continuing to record additional comments coming to Corps

Alternatives Analysis

- **SEPA:** Still working on the description for the 1997 approval as SEPA No Action.
- **SEPA:** Provided a memorandum of procedural steps for the Alternatives Analysis process.

Purpose and need

- **NEPA:** Finalizing supporting documentation based on new input from the Corps. Incorporating updated market data and information provided in the Applicant's Alternatives Report to finalize need.

Resource Analyses

- Presented a Coal Dust/Particulate Sampling plan to SEPA Co-leads. Developing a Coal Dust Toxicity memorandum.
- Still developing unique study plans for each of the subject analyses - to include gap assessment elements and data needs, detailed resource analysis methods and steps for each of the geographic study area.
- Continuing to collect and pull affected environment information
- Setting up meetings with State agency representatives for several of the analyses to collect additional information and receive early feedback for Co-Lead consideration
- Developed study specific HIA Technical Interface for Transportation, Noise, Hazards/Risks/safety, water, tribal, & economics

Sincerely,

A handwritten signature in black ink, appearing to read "Jodi Ketelsen", written over a horizontal dashed line.

Jodi Ketelsen

Project Manager



Bellevue Office
 1100 112th Ave. NE, Suite 500
 Bellevue, WA 98004

REMIT TO: CH2M HILL HILL Engineers, Inc.
 P.O. Box 201869
 Dallas, TX 75320-1869

Whatcom County Planning & Development Services
 Attention: Tyler Schroeder
 5280 Northwest Drive
 Bellingham, WA 98226

Date: 5/16/2014
 Project #: 439402
 Client #: 017622
 Invoice #: **38114013743**

Gateway Pacific Terminal Phase II- Contract Summary
For Engineering Services through April 25, 2014

Task	Task Name	Contract Budget	Earned Amount	Previous Total	Balance Remaining	This Period
NB.NB	Non-Bill per contract	\$109,680.00	\$9,279.60	\$2,776.50	\$100,400.40	\$6,503.10
P2.01	Task 1 - Project Management	\$373,401.34	\$146,074.60	\$135,241.60	\$227,326.74	\$10,833.00
P2.02	Task 2 - Public Involvement	\$49,364.00	\$2,204.50	\$0.00	\$47,159.50	\$2,204.50
P2.03	Task 3 - No Action/Baseline (interim scope)	\$0.00	\$12,094.00	\$12,094.00	(\$12,094.00)	\$0.00
P2.04	Task 4 - Project Definition / Purpose and Need	\$95,433.00	\$81,537.40	\$81,019.90	\$13,895.60	\$517.50
P2.05	Task 5 - Alternatives Development	\$306,288.00	\$5,593.50	\$1,551.00	\$300,694.50	\$4,042.50
P2.06	Task 6 - Resource Analyses	\$2,319,896.00	\$259,147.10	\$44,135.70	\$2,060,748.90	\$215,011.40
P2.07	Task 7 - Preparation of Administrative Draft EIS	\$791,931.00	\$0.00	\$0.00	\$791,931.00	\$0.00
P2.08	Task 8 - DEIS Publications and Printing	\$62,384.00	\$0.00	\$0.00	\$62,384.00	\$0.00
P2.09	Task 9 - Final EIS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
P2.10	Task 10 - Maintenance of Admin Record	\$35,260.00	\$0.00	\$0.00	\$35,260.00	\$0.00
P2.SC	Subconsultants	\$3,117,743.00	\$445,883.29	\$105,405.60	\$2,671,859.71	\$340,477.69
P2.EX	Expenses	\$76,340.00	\$2,669.47	\$1,841.55	\$73,670.53	\$827.92
5%	Mark-Up Subs/Expenses	\$159,703.00	\$22,427.75	\$5,362.47	\$137,275.25	\$17,065.28
BILLABLE TOTAL		\$7,387,743.34	\$977,631.61	\$386,651.82	\$6,410,111.73	\$590,979.79