



## MEMORANDUM

**Date:** October 10, 2024

**To:** Jane Vandenberg, PE, General Manager

**From:** Chris Schmidt, PE 

**CC:** Soos Creek Water & Sewer District Board of Commissioners, Greg Hill, PE, Paj Hwang, PE, Jim Gross, PE, File

**Subject:** Request for adjustment to BHC service rates 2025

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On behalf of BHC, we respectfully request consideration for an adjustment to the hourly service rates that BHC currently charges the District.

Each year we review our employees' salary and benefit packages. We also monitor the estimated labor pool, demand for staff, and labor rates for staff in our business line. We carefully monitor the published recommendations for cost-of-living increases in Seattle, King County, and the Puget Sound area. BHC carefully considers the proposed benefit and salary package of each of our employees and strives to strike a balance between our labor costs, overhead costs, and charges to our clients.

The local design, construction, and developer extension markets were busy thru 2024. Continued design and construction activity results in wage and benefit pressure for employers as they compete for labor within the private and public works industry pool. Competition for qualified engineering staff remains stiff. We continue to experience strong competition for labor in a market that supports strong wages and benefit packages.

We respectfully request a **4%** average adjustment to our service rates effective January 01, 2025. BHC was approved a 4% adjustment to our BHC rate sheet for 2024, effective 01/01/2024.

We evaluated our Staff rates for 2025 and are requesting that the 2025 Task #15 - Construction Observation rate on water and sewer DE projects be adjusted to \$160.00 per hour. The flat rate includes both staff time and mileage for all current/active water and sewer DE projects.

We are also requesting the Principal hourly rate adjusted to \$265.00 per hour for 2025.

If approved by the District, these changes will show up on the invoices sent to SCWSD in February 2025, which reflects our January 2025 work.



Attached is our proposed 2025 Schedule of Hourly Rates.

Thank you for the opportunity to continue to serve the District. On behalf of the entire team from our Seattle office, we wish to express our sincere gratitude for the support that the District's Board of Commissioners, Staff, and you have provided to us.

Approved by:

  
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Jane Vandenberg, PE, General Manager

Attachment: 2025 BHC Rate Schedule

## 2025 Schedule of Charges

Billing Title	Hourly Billing Rates
Project Assistant/Word Processor	\$97 - \$141
Project Administrator	\$141 - \$172
Building Code Compliance Review	\$118 - \$265
Field Inspector & Building Inspectors	\$142 - \$202
CAD (includes mapping and GIS)	\$135 - \$220
Planner	\$135 - \$220
Staff Engineer	\$137 - \$188
Project Engineer	\$168 - \$256
Senior Engineer/Project Manager	\$223 - \$265
Electrical Engineer	\$263 - \$265
Structural Engineer	\$263 - \$265
Principal Engineer	\$233 - \$265

### Reimbursable Expenses

#### Travel

Vehicle Mileage

IRS Standard Rate

Miscellaneous Travel – Airfare, Parking, Tolls, Taxi Fares, etc.

Actual cost without markup

#### Reproduction

Black & White Prints (up to 11x17)

\$0.30 per sheet

Color Prints (up to 11x17)

\$2.00 per sheet

Large Format Prints (up to 6 sq. ft.)

\$8.00 per sheet

Outside Reproduction

Actual cost without markup

#### Field Equipment

3D Imaging – Imaging Cost

\$49.00 per unit

3D Imaging – Equipment Charge

\$50.00 per occurrence

3D Imaging – Floor Plans

\$15.00 per unit

### **No charges are billed for the following items:**

1. Long distance phone calls
2. Fax services
3. Postage

The foregoing Schedule of Charges is incorporated into the agreement for the services provided, effective January 1, 2025 through December 31, 2025, and will be adjusted thereafter.