

**2026 - 2027 AMENDMENT TO CONTRACT FOR FLOOD PREPAREDNESS BROCHURE  
GRAPHIC DESIGN AND PROJECT MANAGEMENT**

THIS AMENDMENT amends Sections 1, 2, and 4 of the Contract for Flood Preparedness Brochure Graphic Design and Project Management ("Contract") between the King County Flood Control Zone District, King County, Washington, a municipal corporation of the State of Washington ("District") and Lund Faucett, LLC ("Consultant"), as follows:

A. Amendment of Section 1. Effective July 1, 2025, Section 1 of the Contract is further amended as follows:

1. Scope of Services to be Performed by Consultant. The Consultant shall perform the services described in Exhibit "A" to the 2026 - 2027 Contract Amendment. In performing the services, the Consultant shall comply with all federal, state, and local laws and regulations applicable to the services. The Consultant shall perform the services diligently and completely and in accordance with professional standards of conduct and performance.

B. Amendment of Section 2. Effective July 1, 2025, Section 2 of the Contract is further amended as follows:

1. Compensation and Method of Payment. The Consultant shall request payment for work performed using the billing invoice form at Exhibit "B." The District shall pay the Consultant according to the rates set forth in Exhibit "A" to the 2026 - 2027 Contract. The total compensation for services performed shall not exceed \$88,700.

The Consultant shall complete and return to the District Exhibit "C," Tax Identification Number, prior to or along with the first billing invoice.

C. Amendment of Section 4. Section 4 of the Contract is further amended as follows:

1. Duration of Agreement. This Agreement shall be in force and effect for a period commencing on March 1, 2026, and ending June 30, 2027, unless sooner terminated or extended under the provisions of this Agreement. Time is of the essence of this Agreement in each and all of its provisions in which performance is required.

IN WITNESS WHEREOF, the parties hereto have executed this 2026 - 2027  
Amendment on the dates written below:

LUND FAUCETT, LLC

KING COUNTY FLOOD CONTROL  
ZONE DISTRICT

Signed by:  
  
By: 4D5164310751455...  
CEO/Partner

Signed by:  
  
By: B60CACB4B3EC49E...  
Reagan Dunn, Chair

2/5/2026  
Date: \_\_\_\_\_

2/5/2026  
Date: \_\_\_\_\_

# LUND FAUCETT

**Date:** January 29, 2026  
**To:** Michelle Clark & Steven Schauer, King County Flood Control District  
**From:** Kris Faucett  
**Subject:** 2026-27 Be Flood Ready Education

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Lund Faucett is pleased to offer this scope and budget to assist the King County Flood Control District (District) in producing its 2026-27 Flood Preparedness Brochures, additional Be Flood Ready materials and coordinating the distribution of brochures via community navigators.

We have been honored to support the District in developing these important informational materials for a decade. These communications tools have provided King County communities free, practical, up-to-date information about how to prepare for and address flooding. We will again partner with Tom Clauson and his firm, TCI Design + Branding, to develop compelling, attractive and clear publications.

## SCOPE OF WORK

We propose the following plan to complete the brochures before the rainy season begins. The two postcards with King Tides and Be Flood Ready messaging and outreach with the community navigators will follow.

*During a project kick-off meeting, we will refine this proposed 2026 schedule and establish communication protocols to ensure the project stays on track. We will be efficient in the scheduling and facilitation of meetings to ensure the project stays on time and on budget.*

Project Phase	Key Tasks	Deliverables	Timing
<b>Project Kickoff</b>	<ul style="list-style-type: none"> <li>Confirm expectations, guidelines, desired results and timeline</li> <li>Structure internal project communications, reporting and invoicing</li> </ul>	<ul style="list-style-type: none"> <li>Detailed project scope and timeline</li> </ul>	Early/Mid March
<b>Develop Content</b>	<ul style="list-style-type: none"> <li>Meet with District/WLRD staff to discuss and confirm content</li> <li>Get edits/changes to last year's brochure (from WLRD)</li> <li>Confirm translation vendor and timeline</li> <li>Confirm print/ mailing plan (with WLRD)</li> </ul>	<ul style="list-style-type: none"> <li>Meeting agendas/summaries, task assignments, review cycles</li> <li>Translation plan/timeline</li> </ul>	End March- May

Project Phase	Key Tasks	Deliverables	Timing
	<ul style="list-style-type: none"> <li>Draft brochure(s) content and circulate for review</li> <li>Incorporate feedback and gain approval on final brochure(s) content from District and WLRD</li> </ul>	<ul style="list-style-type: none"> <li>First draft of brochure(s) content (Word files)</li> <li>Final brochure content</li> </ul>	
<b>Design Layout</b>	<ul style="list-style-type: none"> <li>Explore/develop design</li> <li>Present draft of brochure(s)</li> <li>Coordinate with District and WLRD staff as needed to refine design</li> </ul>	<ul style="list-style-type: none"> <li>First draft(s) of brochure(s) layout/design (PDF)</li> </ul>	June-July
<b>Finalize, Translate, Print, Distribute</b>	<ul style="list-style-type: none"> <li>Meet/coordinate with District and WLRD staff to finalize design</li> <li>Incorporate feedback and gain approval on design</li> <li>Coordinate with the translation vendor to complete 23 translations (timed to be completed when brochures are mailed - early Sept.)</li> <li>Provide print files for all brochures to WLRD and District</li> <li>WLRD will manage printing (end Aug.) and mailing (early Sept.)</li> </ul>	<ul style="list-style-type: none"> <li>Final draft of brochure(s) layout (PDF)</li> <li>Final brochure(s) files (PDF/native/web compatible)</li> <li>23 translated versions (PDFs, web versions)</li> </ul>	<ul style="list-style-type: none"> <li>Design finalized (end July)</li> <li>Printed (end Aug.)</li> <li>Translations completed (end Aug.)</li> <li>Mailed (early Sept.)</li> </ul>
<b>Coordinate with Community Navigators</b>	<ul style="list-style-type: none"> <li>Kickoff and conduct regular meetings with Navigators re: distribution</li> <li>Engage and support Navigators (provide materials, coordinate tracking, etc.)</li> </ul>	<ul style="list-style-type: none"> <li>Meeting agendas/summaries</li> <li>Plans for and summary reports of brochure distribution</li> </ul>	March - December
<b>Develop postcards (county-wide &amp; D8 specific)</b>	<ul style="list-style-type: none"> <li>Meet with District and WLRD staff to explore ideas and content for two postcards.</li> <li>Draft content and design two postcards (D8 &amp; countywide) that include Be Flood Ready messaging (and King Tide information for D8) and directs people to District website for more information</li> <li>WLRD/District will manage printing and mailing</li> </ul>	<ul style="list-style-type: none"> <li>Meeting agendas/summaries</li> <li>Drafts of content and design (2 rounds of review) for each postcard</li> <li>Final postcard files (PDF/native/web compatible)</li> </ul>	TBD, following brochure distribution

## BILLING POLICY, HOURLY RATES & BUDGET

Lund Faucett bills research projects based on time and materials.

We track our time using hourly rates in 15-minute increments at the rates listed below. Routine office expenses and local travel are included in our hourly rates. Expenses, including design work, are billed at cost, with no markup.

Payment is due 30 days after the invoice date.

**Hourly rates**

<b>Staff</b>	<b>Position</b>	<b>Rate</b>
Kris Faucett	Partner	\$300
Vanessa Lund	Partner	\$300
Ellen Pepin Cato	Senior Associate	\$235
Calvin Rogers	Associate	\$165

**Budget**

Based on our experience completing this project and the proposed scope of work, we suggest a not-to-exceed budget of \$88,700. This includes content and design of the brochures; two postcards with Be Flood Ready messaging (content and design); coordinating work with community navigators on materials’ distribution; and project management and translations. This estimate does not include printing and mailing.

We look forward to discussing this information with you. Thank you for the opportunity to support the District in this important endeavor!