

City of Redmond



Agenda

Tuesday, May 6, 2025

4:30 PM

**City Hall: 15670 NE 85th St; Remote: Comcast Ch. 21/321, Ziplly Ch. 34,
Facebook (@CityofRedmond), Redmond.gov/rctvlive, or 510-335-7371**

Committee of the Whole - Planning and Public Works

Committee Members

Melissa Stuart, Presiding Officer

Jeralae Anderson

Steve Fields

Jessica Forsythe

Vanessa Kritzer

Angie Nuevacamina

Osman Salahuddin

Meetings can be attended in person, viewed live on RCTV (redmond.gov/rctlive), Comcast Channel 21/321, Ziply Channel 34, Facebook/YouTube (@CityofRedmond), or listen live at 510-335-7371

AGENDA

ROLL CALL

A. Action Items - 40 minutes

1. Eastside Transportation Partnership (ETP) Interlocal [CM 25-272](#)
Agreement

[Attachment A: 2025 ETP Agreement](#)

[Attachment B: 2025 ETP Operating Procedures](#)

Department: Planning and Community Development, 5 minutes

Requested Action: Consent, May 20th

2. Amendment to 2023-24 Go Redmond King County Metro [CM 25-282](#)
Contract

[Attachment A: 2023-24 Contract Amendment](#)

[Attachment B: WSDOT Terms and Conditions](#)

[Attachment C: Conflict of Interest Form](#)

Department: Planning and Community Development, 5 minutes

Requested Action: Consent, May 20th

3. Memorandum of Understanding with Bellwether Housing For [CM 25-281](#)
Acquisition of Commercial Property

[Attachment A: MOU with Bellwether Housing](#)

Department: Planning and Community Development, 5 minutes

Requested Action: Consent, May 20th

4. Approval of the 2026-2035 Lake Washington [CM 25-249](#)
Cedar/Sammamish Watershed (WRIA 8) Chinook
Conservation Interlocal Agreement

[Attachment A: 2025-2035 Interlocal Agreement](#)

[Attachment B: WRIA 8 Partner Cost Shares 2025](#)

[Attachment C: WRIA 8 Factsheets](#)

Department: Public Works, 5 minutes

Requested Action: Consent, May 20th

5. Approve Consultant Agreement with David Evans and [CM 25-242](#) Associates Inc. for the Pavement Management Project 154th Ave NE from Redmond Way to NE 85th Street (Design Phase)

[Attachment A: Project Information Sheet](#)

[Attachment B: Vicinity Map](#)

[Attachment C: Consultant Agreement](#)

Department: Public Works, 5 minutes

Requested Action: Consent, May 20th

6. Award Construction Contract to Active Construction Inc. for [CM 25-285](#) the Hardscape Project - Reservoir Park Sport Court Replacement and Tank Repairs

[Attachment A: Hardscape Project Reservoir Park Sports Court Replacement](#)

[Attachment B: Project Information Sheet](#)

[Attachment C: Additional Project Information](#)

Department: Public Works, 5 minutes

Requested Action: Consent, May 20th

7. Award Job Order Contract to FORMA Construction Company [CM 25-278](#) of Seattle, WA

[Attachment A: Additional Project Information](#)

[Attachment B: Issues Matrix](#)

Department: Public Works, 5 minutes

Requested Action: Consent, May 20th

8. Approve Final Contract with Dalton Electric Corp. and Accept [CM 25-279](#) Construction for the Award of Bid to Dalton Electric Corp. in the Amount of \$1,197,328 for the Pump VFD Replacement Project

[Attachment A: Project Information Sheet](#)

[Attachment B: Additional Project Information](#)

Department: Public Works, 5 minutes

Requested Action: Consent, May 20th

B. Feedback for Study Session - 25 minutes

1. Asset Performance Management 101 - Information Briefing [CM 25-280](#)

[Attachment A: Presentation](#)

Department: Public Works, 5 minutes

Requested Action: Study Session, May 27th

2. Transportation Master Plan Status Update [CM 25-273](#)

[Attachment A: Issues Matrix](#)

[Attachment B: Draft Transit Chapter](#)

[Attachment C: Draft Street Plan Chapter](#)

Department: Planning and Community Development, 10 minutes

Requested Action: Study Session, May 27th

C. Informational - N/A

D. Read Only - N/A

ADJOURNMENT

Meeting videos are usually posted by 12 p.m. the day following the meeting at redmond.legistar.com, and can be viewed anytime on Facebook/YouTube (@CityofRedmond) and OnDemand at redmond.gov/OnDemand



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-272

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-556-2107
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DEPARTMENT STAFF:

Planning and Community Development	Michael Hintze	Transportation Planning Manager
Planning and Community Development	Francesca Liburdy	Senior Transportation Planner
Planning and Community Development	Seraphie Allen	Deputy Director

TITLE:

Eastside Transportation Partnership (ETP) Interlocal Agreement

OVERVIEW STATEMENT:

The Eastside Transportation Partnership (ETP) has approved an updated operating agreement and procedures. The ETP is the forum established for elected official within the Eastside of Lake Washington to provide input on decisions and recommendations to King County Metro, Sound Transit, Puget Sound Regional Council, and other regional agencies. ETP- and its lead agency, King County Metro-requests that all jurisdictions involved approve the interlocal agreement. The purpose of the agreement and operating procedures establish rules to conduct the business of ETP.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
 - **Redmond 2050, FW-TR-1:** Plan, design, build, operate, and maintain a safe transportation system that advances an equitable, inclusive, sustainable, and resilient community by providing for the mobility and access needs of all.
 - **Redmond 2050, FW-TR-2:** Maintain the transportation system in a state of good repair for all users
 - **Redmond 2050, FW-TR-3:** Complete the accessible and active transportation, transit, freight, and street networks identified in the Transportation Master Plan in support of an integrated and connected transportation system.
 - **TR-14:** Prioritize transportation investments that reduce household transportation costs, such as

investments in transit, bicycle and pedestrian system access, capacity, and safety.

- **TR-16:** Prioritize the comfort, safety, and convenience of people using pedestrian and bicycle facilities over other users of the transportation system. Establish standards for bicycle and pedestrian facilities to attract users of all ages and abilities. Prioritize improvements that address safety concerns, connect to centers or transit, create safe routes to school, and improve independent mobility for those who rely disproportionately on the pedestrian and bicycle network
- **Redmond 2050, FW-TR-4:** Plan, design, build, operate, and maintain a transportation system that supports the City's sustainability principles.
- **Redmond 2050, FW-TR-5:** Influence regional transportation decisions and leverage regional transportation investments in support of Redmond's transportation policy objectives.
- **Redmond 2050, FW-EV-2:** Support policies that contribute to a high quality of life in Redmond, such as career and education opportunities, housing, transportation, and recreation choices, as well as a healthy natural environment.
- **Redmond 2050, FW-LU-2:** Ensure that the land use pattern in Redmond meets the following objectives:
 - Reflects the community values of sustainability, resilience, and equity and inclusion;
 - Advances sustainable land development and best management practices and a high-quality natural environment;
 - Promotes development sufficiently away from environmentally critical areas;
 - Encourages a mix of uses that create complete neighborhoods ;
 - Maintains and enhances an extensive system of parks, trails, and open space;
 - Supports and encourages flexible places for a resilient and adaptive economy that includes a mix of research, retail, health, technology, and manufacturing uses;
 - Ensure the siting and delivery of public infrastructure and community services to support preferred land use pattern; and
 - Promotes sufficient density for development pattern and urban design that enable people to readily use a variety of accessible and active forms of travel including but not limited to walking, rolling, bicycling, transit.

Redmond 2050, FW-CR-1: Develop partnerships and programs to rapidly and equitably reduce greenhouse gas emissions and create a thriving, climate resilient community.

- **Required:**

As this is an interlocal agreement, it is required that Council reviews and approves for adoption by the lead agency.

- **Council Request:**

N/A

- **Other Key Facts:**

ETP is one of three transportation boards in King County and covers the area East of Lake Washington. It provides a forum to share information, build consensus, and provide advice on plans, programs, policies, and priorities for countywide, regional, state, and federal transportation decisions. Currently, the City is an ETP member with full voting rights and is represented by two Council members. The revised agreement-substantially similar to the current agreement-will continue the operation of ETP.

OUTCOMES:

The ETP is the forum established for the Eastside of Lake Washington in King County at which elected officials, including representatives from Snohomish County, may provide input into the following decisions:

- Administrative issues, such as additional members and use of dues.
- Identification of projects for the regional competition, if prescribed by the process approved by the King

County caucus of the Puget Sound Regional Council Transportation Policy Board.

- Recommendations to Sound Transit on policies and capital and service plans and implementation.
- Recommendations to King County on Metro Transit planning, development and implementation of products and services.
- Recommendations to WSDOT on policies, programs, and projects.
- Recommendations to the PSRC on plans, policies, programs, and projects such as the Regional Transportation Plan updates and regional funding policies, strategies, or programs.
- Recommendations to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
- Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.
- Letters of support for transportation projects.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

ETP requires an annual dues fee from each voting member of \$100 per member. Redmond has two members, therefore the total cost is \$200 annually.

Approved in current biennial budget:

☒ Yes

☐ No

☐ N/A

Budget Offer Number:

0000310 - Mobility of People & Goods

Budget Priority:

Vibrant and Connected

Other budget impacts or additional costs:

☐ Yes

☐ No

☒ N/A

If yes, explain:

N/A

Funding source(s):

General Fund

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
	Item has not been presented to Council	

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/20/2025	Business Meeting	Approve

Time Constraints:

The interlocal agreement requires that participating member agencies approve prior to adoption by the lead agency.

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the City of Redmond would lose the opportunity to participate in ETP.

ATTACHMENTS:

Attachment A - 2025 ETP Agreement

Attachment B - 2025 ETP Operating Procedures

Eastside Transportation Partnership Agreement

Parties to Agreement

City of Bellevue
City of Bothell
City of Issaquah
City of Kenmore
City of Kirkland
City of Mercer Island
City of Newcastle
City of Redmond
City of Renton
City of Sammamish
City of Woodinville
King County
Small Cities
 Town of Beaux Arts Village
 City of Clyde Hill
 Town of Hunts Point
 City of Medina
 Town of Yarrow Point
Snoqualmie Valley Cities
 City of Carnation
 City of Duvall
 City of North Bend
 City of Snoqualmie

Transmitted to parties for approval and signature October 12, 2021.

THIS AGREEMENT is made and entered into by and among the CITY OF BELLEVUE, hereafter known as “Bellevue”; the CITY OF BOTHELL, hereafter known as “Bothell”; the CITY OF ISSAQUAH, hereafter known as “Issaquah”; the CITY OF KENMORE, hereafter known as “Kenmore”; the CITY OF KIRKLAND, hereafter known as “Kirkland”; THE CITY OF MERCER ISLAND, hereafter known as “Mercer Island”; the CITY OF NEWCASTLE, hereafter known as “Newcastle”; the CITY OF REDMOND, hereafter known as “Redmond”; the CITY OF RENTON, hereafter known as “Renton”; the CITY OF SAMMAMISH, hereafter known as “Sammamish”; the CITY OF WOODINVILLE, hereafter known as “Woodinville”; KING COUNTY, a legal subdivision of the State of Washington, hereafter called “King County”; the TOWN OF BEAUX ARTS VILLAGE, hereafter known as “Beaux Arts”; the CITY OF CLYDE HILL, hereafter known as “Clyde Hill”; the TOWN OF HUNTS POINT, hereafter known as “Hunts Point”; the CITY OF MEDINA, hereafter known as “Medina”; the TOWN OF YARROW POINT, hereafter known as “Yarrow Point”; the CITY OF CARNATION, hereafter known as “Carnation”; the CITY OF DUVAL, hereafter known as “Duvall”; the CITY OF NORTH BEND, hereafter known as “North Bend”; the CITY OF SNOQUALMIE, hereafter known as “Snoqualmie”; as members of the Eastside Transportation Partnership;

WHEREAS, the parties to this agreement recognize that multi-jurisdictional transportation planning and coordinated transportation plans benefit their residents; and

WHEREAS, the Eastside Transportation Partnership has served as the central forum for information sharing, consensus building, and coordination to develop recommendations for transportation policies, projects, and programs for the area East of Lake Washington in King County.

NOW THEREFORE, in consideration of the mutual covenants contained herein, the parties hereto agree as follows:

1.0 Purpose of this Agreement

The purpose of this Agreement is to recognize the Eastside Transportation Partnership as the transportation board for the area East of Lake Washington in King County to share information, build consensus, and provide advice on plans, programs, policies, and priorities for countywide, regional, state, and federal transportation decisions.

2.0 Members and Voting

Members shall have full voting rights, limited voting rights or shall be non-voting members, as follows:

2.1 Members with Full Voting Rights: Only jurisdictions which are signatories to this agreement shall have full voting rights on all the following issues before the Eastside Transportation Partnership, unless otherwise noted, including:

1. Administrative issues, such as additional members and use of dues.
2. Identification of projects for the regional competition, if prescribed by the process approved by the King County caucus of the Puget Sound Regional Council Transportation Policy Board.
3. Recommendations to Sound Transit on policies and capital and service plans and implementation.
4. Recommendations to King County on Metro Transit planning, development and implementation of products and services.
5. Recommendations to WSDOT on policies, programs, and projects.
6. Recommendations to the PSRC on plans, policies, programs, and projects such as the Regional Transportation Plan updates and regional funding policies, strategies, or programs.
7. Recommendations to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
8. Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.
9. Letters of support for transportation projects.

2.2 Members with Limited Voting Rights: The Eastside Transportation Partnership may add members with limited voting rights on the issues such as those listed below by unanimous vote of the parties to the agreement at a regular meeting.

1. Recommendations to WSDOT on policies, programs, and projects.
2. Recommendations to the PSRC on plans, policies, programs, and projects, such as the Regional Transportation Plan updates and regional funding policies, strategies, or programs.
3. Recommendations to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
4. Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.

2.2.a Such members and voting rights, if any, shall be included in operating procedures to be adopted by the Eastside Transportation Partnership.

2.3 Non-Voting Members: The Eastside Transportation Partnership may add non-voting members by unanimous vote of the parties to the agreement at a regular meeting. The Eastside Transportation Partnership may remove non-voting members by a unanimous vote of the parties to the agreement at a regular meeting.

2.3.a Such members shall be included in operating procedures to be adopted by the Eastside Transportation Partnership.

3.0 Representation and Conduct

3.1 Representation of city and county members shall be as follows

Full Voting Members	Number of Representatives/Votes
Bellevue	2
Bothell	2
Issaquah	2
Kenmore	2
Kirkland	2
Mercer Island	2
Newcastle	2
Redmond	2
Renton	2
Sammamish	2
Woodinville	2
Small Cities Coalition Beaux Arts Clyde Hill Hunts Point Medina Yarrow Point	2 (shared)
Snoqualmie Valley Cities Carnation Duvall North Bend Snoqualmie	2 (shared)
King County	3
Limited Voting Members	Number of Representatives/Votes
Snohomish County	1

3.2 Elected officials shall be appointed to the Eastside Transportation Partnership by their cities and counties for a one-year term. King County representation shall be a maximum of two Councilmembers and the King County Executive.

3.3 Each city or county participating member may appoint an alternate for a one-year term. Designated alternates may vote in place of designated voting representatives in the absence of the designated representative.

4.0 Operating Procedures

4.1 The Eastside Transportation Partnership shall adopt operating procedures to specify limited voting members and non-voting members, if any, dues for limited and non-voting members, if any, and operational issues such as election of officers, formation of subcommittees and rules of order. A chair(s) and vice-chair(s) or co-chairs shall be elected per the operating procedures and shall be responsible for setting meeting agendas, running meetings and any other activities identified in the operating procedures.

5.0 Lead Agency

5.1 King County will be the Lead Agency for receipt and disbursement of funds collected through annual dues, and general administrative and program support for the Eastside Transportation Partnership. King County assumes wage and benefit costs of its staff performing Lead Agency responsibilities to the extent that King County appropriates such funds. The Lead Agency shall, in its sole discretion, determine the level of staffing available based upon funding.

5.2 Lead Agency responsibilities may be limited to: maintaining Eastside Transportation Partnership membership rosters and distribution lists; arranging for Partnership meetings, including scheduling, agendas, and rooms; collecting, administering, and disbursing Partnership dues; providing Partnership meeting support to the chair(s) and vice chair(s) or co-chairs; attending Partnership meetings; and preparing Partnership meeting summaries.

6.0 Financing and Cost Sharing Guidelines

6.1 Annual Review of Financing: The Eastside Transportation Partnership shall determine by June 30 of each year whether annual dues of \$100 per voting representative will be required of the Eastside Transportation Partnership member jurisdictions for the following year. Additionally, King County will provide the Eastside Transportation Partnership a status update on funds collected and funds remaining by June 30 of each year.

6.2. Yearly Dues: The Lead Agency may bill annually at the end of each year, and dues are to be paid within ninety days after receipt of the invoice. Members not in good standing shall lose voting rights until the required dues are paid. Additional dues above \$100, and any dues required by limited or non-voting members, will be determined by the Eastside Transportation Partnership, and included in the operating procedures. Revenue from dues shall be used for refreshments, room rentals, speaker fees, special events, public education, or other expenses authorized by the Eastside Transportation Partnership. The designated Lead Agency shall not be required to pay yearly dues.

6.3 Additional financial contributions: If additional financial contributions beyond an increase in dues are determined to be necessary, costs shall be shared among all voting members, with an option for King County to recuse itself from further financial obligations. Recused members may not vote on determining the additional financial contribution or uses for the additional funds.

6.4 Modification to Agreement Required: If additional funds are determined to be necessary, a modification to this agreement specifying cost-sharing, purpose, scope of work, administration, collection and disbursement of funds and other details is required in order to obligate a member jurisdiction to funding participation.

7.0 Withdrawal of a Party from this Agreement

Each party, for its convenience and without cause or for any reason whatsoever, may withdraw from participation in this Agreement by providing written notice, sent certified mail, return receipt required, to the chair(s) of the Eastside Transportation Partnership at least thirty (30) days in advance of the effective date of the withdrawal. A withdrawing party shall not be entitled to a refund of any payments to Eastside Transportation Partnership and shall pay any dues required to be paid under this Agreement for costs which had been obligated prior to the effective date of the withdrawal. All obligations other than dues cease upon withdrawal.

Each party's funding to perform its obligations under the Agreement, beyond the current appropriation year, is conditional upon appropriation by the party's governing body. Should such an appropriation not be approved for a future year, a party may exercise its right to withdraw from the Agreement.

8.0 Duration

This Agreement shall take effect upon being duly adopted by the governing bodies of all parties and executed by the authorized representatives of all parties. This Agreement shall remain in effect until December 31, 2027, unless terminated earlier in accordance with Section 9.0. This Agreement shall be automatically extended upon the same terms or conditions for another term commencing January 1, 2028 and ending no later than December 31, 2029.

9.0 Termination

All parties to this Agreement must agree to terminate this Agreement in order for such termination to be effective. If all parties desire to terminate this Agreement, they shall execute a Statement of Termination. Upon termination, no party shall be required to make any additional contributions. Any remaining funds shall be refunded to the parties to this Agreement according to Section 11.0.

10.0 Real and Personal Property

The acquisition of real property is not anticipated under this Agreement. Any personal property acquired pursuant to this Agreement shall be held by the Lead Agency. In the event this Agreement expires or is terminated in accordance with Section 8.0 or 9.0, any personal property other than cash shall remain with the Lead Agency.

11.0 Return of Funds

At such time as this Agreement expires without being terminated or revised, or is terminated in accordance with Section 9.0, any unexpended and uncommitted funds shall be distributed proportionately to those parties to this Agreement at the time of termination based on each party's percentage share of the total balance at the time of termination.

12.0 Filing

This Agreement shall be filed with the King County Department of Records and Elections.

13.0 Legal Relations

13.1 The parties shall comply with all applicable state and federal laws and regulations.

13.2 This Agreement is solely for the benefit of the parties hereto and gives no right to any other party. No joint venture or partnership is formed as a result of this Agreement. No employees or agents of one party or any of its contractors or subcontractors shall be deemed, or represent themselves to be, employees of any other party.

13.3 Each party shall defend, indemnify and hold harmless the other parties and their respective officials, employees, principals and agents from all claims, demands, suits, actions, and liability of any kind whatsoever which arise out of, are connected with, or are incident to any negligent acts of the first party, its contractor, and/or employees, agents, and representatives in performing the first party's obligations under this Agreement. The parties agree that their obligations under this paragraph extend to claims made against one party by another party's own employees. For this purpose, the parties, by mutual negotiation, hereby waive any immunity that, as respects the other parties only, would otherwise be available against such claims under the industrial insurance provisions of RCW Title 51. In the event any party incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section, against another party, all such fees, costs and expenses shall be recoverable by the prevailing party.

13.4 The provisions of this section shall survive and remain applicable to each of the parties notwithstanding any termination or expiration of this Agreement and notwithstanding a party's withdrawal from this Agreement.

14.0 Entirety and Modifications

14.1 This Agreement merges and supersedes all prior negotiations, representations and agreements between the parties relating to the subject matter hereof and constitutes the entire agreement between the parties.

14.2 This Agreement may be modified only by written instrument signed by all the parties hereto.

15.0 Counterparts

The signature pages of this Agreement may be executed in any number of counterparts, each of which shall be an original.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be signed and delivered by its duly authorized officer or representative as of the date set forth below its signature. For purposes of this Agreement, a duly authorized electronic signature constitutes an original signature.

City of Bellevue
By: _____

Date: _____

City of Bothell
By: _____

Date: _____

City of Issaquah
By: _____

Date: _____

City of Kenmore
By: _____

Date: _____

City of Kirkland
By: _____

Date: _____

City of Mercer Island
By: _____

Date: _____

City of Newcastle
By: _____

Date: _____

City of Redmond
By: _____

Date: _____

City of Renton
By: _____

Date: _____

City of Sammamish
By: _____

Date: _____

City of Woodinville
By: _____

Date: _____

King County
By: _____

Date: _____

Town of Beaux Arts Village
By: _____

Date: _____

City of Clyde Hill
By: _____

Date: _____

Town of Hunts Point
By: _____

Date: _____

City of Medina
By: _____

Date: _____

Town of Yarrow Point
By: _____

Date: _____

City of Carnation
By: _____

Date: _____

City of Duvall
By: _____

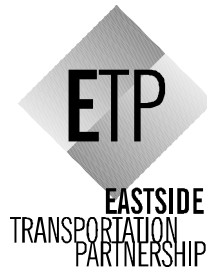
Date: _____

City of North Bend
By: _____

Date: _____

City of Snoqualmie
By: _____

Date: _____



Eastside Transportation Partnership (ETP)

Operating Procedures

Updated _____

The purpose of these procedures is to establish rules of procedure consistent with the provisions of the adopted agreement to guide the conduct of business of the Eastside Transportation Partnership (ETP).. These procedures shall be reviewed and revised as needed.

EASTSIDE TRANSPORTATION PARTNERSHIP (ETP)

1. Purpose: The ETP shall serve as a central forum for information sharing, consensus building, and coordinating to resolve transportation issues, and establish priorities for implementing transportation projects and programs on the Eastside of Lake Washington. Our vision is an efficient, safe system for moving people, goods and communities.
2. Mission: On behalf of East King County communities, Eastside Transportation Partnership advocates for multi-modal-mobility solutions through policy, planning and project priority recommendations.
3. Role: The ETP is the forum established for the Eastside of Lake Washington in King County at which elected officials, including representatives from Snohomish County, may provide input into the following decisions:
 - A. Administrative issues, such as additional members and use of dues.
 - B. Identification of projects for the regional competition, if prescribed by the process approved by the King County caucus of the Puget Sound Regional Council Transportation Policy Board.
 - C. Recommendations to Sound Transit on policies and capital and service plans and implementation.
 - D. Recommendations to King County on Metro Transit planning, development and implementation of products and services.
 - E. Recommendations to WSDOT on policies, programs, and projects.
 - F. Recommendations to the PSRC on plans, policies, programs, and projects such as the Regional Transportation Plan updates and regional funding policies, strategies, or programs.

- G. Recommendations to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
- H. Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.
- I. Letters of support for transportation projects.

4. Membership and Voting Rights:

The voting members of **ETP** and their voting rights shall be as follows:

Voting Members	Number of Reps./Votes	Voting Rights				
		Membership and Dues ¹	Sound Transit ²	Metro Transit ³	Regional Competition ⁴	Other ⁵
Bellevue	2	Yes	Yes	Yes	Yes	Yes
Bothell	2	Yes	Yes	Yes	Yes	Yes
Kirkland	2	Yes	Yes	Yes	Yes	Yes
Issaquah	2	Yes	Yes	Yes	Yes	Yes
Mercer Island	2	Yes	Yes	Yes	Yes	Yes
Newcastle	2	Yes	Yes	Yes	Yes	Yes
Redmond	2	Yes	Yes	Yes	Yes	Yes
Renton	2	Yes	Yes	Yes	Yes	Yes
Kenmore	2	Yes	Yes	Yes	Yes	Yes
Sammamish	2	Yes	Yes	Yes	Yes	Yes
Woodinville	2	Yes	Yes	Yes	Yes	Yes
Small Cities Coalition	2 (shared)	Yes	Yes	Yes	Yes	Yes
Snoqualmie Valley Cities	2 (shared)	Yes	No	Yes	Yes	Yes
King County	3	Yes	Yes	Yes	Yes	Yes
Snohomish County (<i>LIMITED</i>)	1	No	No	No	No	Yes
Votes Req. for Quorum:		15	15	15	15	16

The non-voting members of **ETP** shall be as follows:

Non-Voting Member	Number of Representatives
Sound Transit	1

¹Administrative issues, such as additional members and use of dues

²Recommendations to Sound Transit on policies and capital and service plans and implementation

³Recommendations to King County Metro Transit on policies and capital and service plans and implementation

⁴Identification of projects for the regional competition, if prescribed by process approved by the King County caucus of the Transportation Policy Board

⁵Other recommendations including

- Recommendations to WSDOT on policies, programs and projects.
- Recommendations to the PSRC on plans, policies, programs and projects such as the Transportation 2040 update and regional funding policies, strategies or programs.
- Recommendations to the State Legislature and committees and commissions established by the Legislature on transportation policy, budget and priorities and legislative proposals and studies.
- Recommendations to the federal delegation on federal legislation including reauthorization and funding priorities and other transportation-related programs.

PSRC	1
WSDOT	1
TIB	1
Community Transit	1
Port of Seattle	1
Washington State Transportation Commission	1

Voting membership in ETP should be limited to jurisdictions located within ETP's existing boundaries, which currently extend into southern Snohomish County and include Duvall. Members representing local jurisdictions shall be elected officials selected by their respective jurisdictions for a one-year term. Alternates shall be designated in writing. Designated alternates may vote in place of designated representatives in the absence of the designated representative. When designated representatives are present, designated alternatives may still sit at the table if space is available. A designated alternate shall not take the place, and assume the voting rights, of a designated representative at the table unless the designated representative permanently leaves the meeting.

A. Parliamentary Procedure:

1. Robert's Rules of Order Newly Revised will be the default parliamentary procedure used to conduct ETP meetings, with inclusion of the following provisos.
2. In any conflict between the Procedures and Robert's Rules, the Procedures shall govern.
3. The Chair will be allowed to participate in debate.
4. No speakers "for" or "against" will be required on a motion.
5. A quorum of fifty percent (50%) plus one (1) of voting members shown in the voting rights table in Section IV is required for ETP to vote on any motion at a meeting.
6. To achieve a majority vote, abstentions are not counted and do not impact the outcome. Only votes cast in the affirmative and negative are considered to determine the majority position.
7. The Chair will be responsible for acting as, or designating, a parliamentarian.

B. Voting:

Representation: Voting members are to represent their respective jurisdictions in stating positions and voting on issues and recommendations. If only one representative from a jurisdiction is present and there are no designated alternates present, the attending representative may wield both of the jurisdiction's votes.

- 1.
2. ETP Positions: It is ETP's intent to bring positions forward with consensus.
3. Action Items: Items to be addressed or voted on at the next ETP meeting shall be announced at the prior regular meeting, so that respective jurisdictions will have an adequate opportunity to seek input from their colleagues and/or staff, except as allowed under Emergency Action. Special notification of announced, upcoming action items shall be transmitted to each member and jurisdiction to arrive within three business days of the meeting where the announcement was made.
4. Emergency Action: Emergency Action can be taken with approval of two thirds of voting members to suspend this requirement and take action on an issue in the same meeting that it was introduced.
5. Adoption and Amendment of Procedures: ETP may, by a majority of those voting members present at a regular meeting, may adopt or amend its procedures as it determines necessary. Action to approve or amend procedures shall be introduced at one meeting and scheduled for action at a subsequent meeting.

C. Officers:

1. Chair and Vice Chair(s): The Chair and Vice Chair(s) shall be elected by a majority of the voting representatives on the ETP, and each shall be a representative of a voting member county or city. The Chair and Vice Chair(s) shall be responsible for:
 - a. Setting the meeting agendas,
 - b. running meetings,
 - c. conducting and ensuring fair opportunity for discussion, and
 - d. signing correspondence and speaking on behalf of ETP.

If the Chair is absent from a meeting, a Vice-Chair shall serve as the Acting Chair.

2. ETP may elect Co-Chairs who share the responsibilities listed in this section.
3. Term of Office: One year.

4. Vacancy in Officer Positions: In the event of a vacancy in the position of Chair or Vice-Chair, the ETP may appoint a voting-member(s) to fill that vacancy on an interim basis until such time as a new officer(s) is/are elected. Interim appointments are to be made by majority vote of those ETP members present at a regular meeting where the appointee is also present.
 - D. Meeting Schedule: The regular meeting date for the Eastside Transportation Partnership shall be the second Friday of the month, from 8:00 a.m. to 9:30 a.m. The Chair, in his or her discretion, may revise the date or length of a meeting with reasonable advance notice based on the expected agenda, or to respond to critical deadlines for ETP input. All jurisdiction staff shall support meetings that are requested in addition to the regular monthly business meeting.
 - E. Meeting Location: ETP meetings may be hybrid through a public online option and/or at an appropriate location within the Eastside. If meetings are unable to be in person due to unforeseen external circumstances, meetings may be held virtually online with appropriate notice to members.
 - F. Agendas and Materials: The agenda package, including the agenda and minutes of the previous meeting, shall be distributed in advance of the meeting. Additional materials may be included in the agenda packet.
 - G. Subcommittees:
 1. Formation: ETP may establish subcommittees to study issues and develop recommendations for consideration by the full body. Subcommittees may include non- voting members or staff, but only voting members and limited voting members shall vote in accordance with Section IV. Subcommittees shall be selected by the Chair from volunteers or as the Chair requests.
 2. Actions: Subcommittees shall seek to develop recommendations by consensus.
5. ETP Actions:
- A. Types of Actions ETP Can Take: With a majority vote of those voting members present, the Partnership can adopt resolutions in support of member jurisdictions; or regional activities, authorize studies or approve correspondence and requests for information.

- B. Minority Statements: Any individual voting member shall have the right at the time of a vote to request that a statement of a minority position be included in ETP communications or otherwise distributed with an approved ETP statement.

6. Other

- A. Standard Agenda: The ETP agenda shall follow this standard format unless unusual circumstances require a different arrangement.

1. Call to Order
2. Reports and Communications
3. Public Comment: At the Chair's discretion, comments may be taken from the public. The Chair should call on members of the public wishing to make comments. Public comment should be germane to the purview of ETP and limited to two minutes.
4. Review and Approval of the Minutes of the Previous Meeting
5. Major Agenda Topics (one or two topics; time must be allowed for Partnership questions and discussion.)
6. Good of the Order

- B. Staff Support:

1. Lead Staffing Agency: King County will be the Staffing Agency through the end of the term of the Eastside Transportation Partnership Agreement.
2. Responsibilities: The Staffing Agency will provide general administrative and program support for the ETP.
 - a. maintaining the membership rosters and distribution lists;
 - b. arranging for meetings, including scheduling, agendas and rooms;
 - c. collecting, administering and disbursing dues;
 - d. providing meeting support to the chair(s) or co-chairs and vice chair(s);
 - e. attending meetings; and
 - f. preparing meeting summaries.

- C. Other Support: Each member jurisdiction is expected to contribute such staff as is necessary to accomplish agreed upon tasks.

- D. Cost Sharing Guidelines:

1. Annual Review of Financing: The Eastside Transportation Partnership shall determine by June 30 of each year whether annual dues of \$100 per voting representative will be required of the Eastside Transportation Partnership member jurisdictions for the following year. Additionally, King County will provide the Eastside Transportation Partnership a status update on funds collected and funds remaining by June 30 of each year.
2. Yearly Dues: The Lead Agency may bill annually at the end of each year, and dues are to be paid within ninety days after receipt of the invoice. Members not in good standing shall lose voting rights until the required dues are paid. Additional dues above \$100, and any dues required by limited or non-voting members, will be determined by the Eastside Transportation Partnership, and included in the operating procedures. Revenue from dues shall be used for refreshments, room rentals, speaker fees, special events, public education, or other expenses authorized by the Eastside Transportation Partnership. The designated Lead Agency shall not be required to pay yearly dues.
3. Additional financial contributions: If additional financial contributions beyond an increase in dues are determined to be necessary, costs shall be shared among all voting members, with an option for other than King County to recuse itself from further financial obligations. Recused members, or by a method as determined by action of the ETP, may not vote on determining the additional financial contribution or uses for the additional funds.
4. Modification to Agreement Required: If additional funds are determined to be necessary, a modification to this agreement specifying cost-sharing, purpose, scope of work, administration, collection and disbursement of funds and other details is required in order to obligate a member jurisdiction to funding participation.



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-282

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	4255562107
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DEPARTMENT STAFF:

Planning and Community Development	Seraphie Allen	Deputy Director
Planning and Community Development	Michael Hintze	Transportation Planning & Engineering Manager
Planning and Community Development	LaNaya Taylor	Transportation Demand Management Program Administrator

TITLE:

Amendment to 2023-24 Go Redmond King County Metro Contract

OVERVIEW STATEMENT:

The City of Redmond and King County Metro has successfully partnered since 1999 in a robust Transportation Demand Management (TDM) program, implemented under the label "Go Redmond." Go Redmond program services are categorized in four categories: Employer TDM; Residential TDM; Equitable TDM; and TDM Pilot Programs. Go Redmond programming helps businesses meet required goals for the Commute Trip Reduction (CTR) law and Mobility Management Programs (mmp), reducing energy consumption, air pollution, and traffic congestion.

To continue the work through 2025, King County Metro has agreed to extend the remaining \$247,500 of funding and the City provides a funding match of \$357,500. This contract allows Go Redmond to continue offering coordinated TDM products and services through December 31, 2025.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**

Commute Trip Reduction Program, Washington Clean Air Act, City Comprehensive Plan, Community Strategic

Plan, Transportation Master Plan

- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

This contract continues to advance the shared objectives of the City and Metro to reduce drive-alone trips, thereby gaining users of transit, vanpool, carpool, biking, and walking. Go Redmond programming helps businesses meet required goals for the Commute Trip Reduction (CTR) law and Mobility Management Programs (mmp), reducing energy consumption, air pollution, and traffic congestion.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

247,500 funded by King County Metro and \$357,500 of City contributions

Approved in current biennial budget: ☒ **Yes** ☐ **No** ☐ **N/A**

Budget Offer Number:

0000310 - Mobility of People and Goods

Budget Priority:

Vibrant and Connected Community

Other budget impacts or additional costs: ☒ **Yes** ☐ **No** ☐ **N/A**

If yes, explain:

\$357,500 in City matching funds

Funding source(s):

118-Operating Grants. The Operating Grants Fund accounts for grants which are largely related to reducing congestion on the roadway.

Budget/Funding Constraints:

This agreement would fund products and services through December 31, 2025.

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/20/2025	Business Meeting	Approve

Time Constraints:

Existing contract is expired. Metro has agreed to allow us to date the agreement for January 1, 2025.

ANTICIPATED RESULT IF NOT APPROVED:

If the proposed Interlocal agreement is not approved, we would not receive \$247,500 in funding from King County Metro for Go Redmond programming. Staff would have to adjust community expectations at a lower level of program service. Go Redmond programming would have to limit residential and employer incentivizing initiatives and not expand partnerships, such as pilot first/last mile solutions for Redmond community members.

ATTACHMENTS:

Attachment A: 2023-24 Go Redmond KCM Contract
Attachment B: WSDOT Terms and Conditions
Attachment C: Conflict of Interest Form

CONTRACT AMENDMENT

Contract Title:	2023-2024 City of Redmond Transportation Demand Management Agreement		
Contractor:	City of Redmond	Contract No.:	SR-0000195743 CPA 6393980
Address:	15070 NE 85 th St PO Box 97010 Redmond, WA 98073-9710		Amendment No.: 1

AMENDMENT EFFECTS

- ☐ Change of Scope
- ☒ Contract Extension
- ☐ Add Additional funds
- ☒ Terms and Conditions

King County Metro contracted the City of Redmond through a subrecipient agreement to provide

Transportation Demand Management (TDM) services to help people use sustainable transportation options and reduce drive-alone travel in Redmond.

Contract Amendment 1 includes:

In accordance with Section 2 of Contract CPA 6393980 this Contract Amendment is entered into by and between King County and the City of Redmond.

The Purpose of this Contract Amendment is to modify the terms of the Contract. Now, therefore, the parties agree to modify the Contract as follows:

1. Extend the term of the Contract through December 31, 2025;
2. Update the following contract terms:

a. Replace the Agreement introduction, pages 1-2, paragraphs 2-5:

Whereas, the County has obligated a grant from the Federal Transit Administration (FTA) (Award 118156 | WA-2020-087-00) Congestion Mitigation and Air Quality Improvement program ("CMAQ"), awarded to the County on August 31, 2020 for a total award amount of \$9,988,278; and

Whereas, the grant is for multi-modal transportation project planning and demonstration programs, in order to reduce drive-alone vehicle travel and increase high occupancy vehicle use to help reduce energy consumption, air pollution and traffic congestion. This is not a research and development grant and there is no indirect cost rate for this award. The Assistance Living Number for this grant is 20.507, Urbanized Area Formula Funding Program and the County intends to use up to \$247,500 of these grant funds as a sub-award to the City for work performed in accordance with the terms and conditions of this Agreement; and not for research and development purposes. There will be no indirect costs charged to this award.

Whereas, such projects and programs include strategies known as transportation demand management (“TDM”) which may encompass incentives, outreach, promotions, website development and maintenance, materials and services that facilitate travel by public transportation, shared rides, bicycling, walking and teleworking; and

Whereas, the City, will not enter into any subrecipient agreements; and

b. Replace Sections 1-5:

1. PURPOSE OF AGREEMENT

The purpose of this Agreement is to establish a mutually beneficial arrangement between the City and the County that will help both Parties realize their respective TDM objectives. This Agreement also creates a mechanism to allow the County to reimburse the City for costs incurred to perform the tasks and implement the programs described in the Scope of Work (“SOW”), as set forth in Exhibit A, which is attached and incorporated herein. In consideration of the City’s performance of the tasks and responsibilities set forth in the SOW, the County will provide the City up to \$247,500 in grant funds.

2. AGREEMENT TERM AND MODIFICATIONS

This Agreement shall be effective as of January 1, 2023, upon signature by both Parties, and shall remain in effect unless otherwise terminated through December 31, 2025, extended from December 31, 2024. If mutually agreed, the Agreement may be extended by written amendment for up to an additional two (2) years. Exhibits and attachments may be modified at that time as mutually agreed by the Parties. Any extension shall be made in writing in accordance with Section 14 of the Agreement. The County will enter into or extend this Agreement only on the condition that all City accounts with the County are current.

3. CITY’S RESPONSIBILITIES

The City shall furnish the necessary personnel, equipment, material and/or services and otherwise do all things necessary for or incidental to the performance of the work required as related to program performance associated with the SOW in Exhibit A. The program tasks, timelines and budget are stated in Exhibit A.

4. COUNTY’S RESPONSIBILITIES

The County will reimburse the City for actual costs incurred to satisfactorily perform the tasks and implement the Program as provided for in the SOW. In no event shall the total reimbursement made by the County to the City for work performed pursuant to this Agreement exceed \$247,500 (the “Reimbursement Cap”).

5. INVOICE AND PAYMENT PROCEDURES

The City shall submit completed invoice(s) to the County detailing expenses, quarterly activities, outcomes and metrics within thirty (30) calendar days following each quarter’s end. The County shall pay the City within fifteen (15) calendar days after the County has received completed invoices.

In no event will the total amount of the initial investment and quarterly payments exceed the Reimbursement Cap specified at Section 4 of this Agreement without the Parties mutually agreeing to amend this Agreement in accordance with Section 14 of the Agreement.

c. Replace Section 6; Part A, Numbers 1-4, and 6; Part E; and Parts H-J:

6. FEDERAL REQUIREMENTS

A. This Agreement is subject to a financial assistance agreement between the County and the FTA. The City shall comply with all applicable federal laws, regulations, policies, procedures and directives, including but not limited to the following, which are attached hereto or incorporated herein by this reference:

1. 2 CFR Part 200.300 through 2 CFR Part 345, contained in Subpart D, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The text is available at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-D>.
2. 2 CFR Part 200.400 through 2 CFR Part 200.475, contained in Subpart E, Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards. The text is available at: <https://www.ecfr.gov/current/title-2/subtitle-A/chapter-II/part-200/subpart-E>.
3. The requirements and obligations imposed on a “Recipient” under the applicable provisions of the FTA Master Agreement. The Master Agreement text is available at: <https://www.transit.dot.gov/funding/grants/grantee-resources/sample-fta-agreements/fta-master-agreement-version-31-may-2-2024>.
4. The requirements of FTA Circular 5010.1E Project Administration and Management. Circular 5010.1E text is available at: <https://www.transit.dot.gov/regulations-and-programs/fta-circulars/award-management-requirements-circular>.
6. Applicable FTA Third Party Contract Provisions – Standard Terms and Conditions.]The text is attached as Exhibit B.

E. The City agrees to extend application of the federal requirements to its subrecipients or contractors, and their respective subcontractors, by including this Section and the related exhibits in each contract and subcontract the City awards under this Agreement financed in whole or in part with Federal assistance provided by FTA. It is further agreed that this Section shall not be modified, except to change the names of the parties to reflect the subrecipient or contractor which will be subject to its provisions.

H. Because the County is sub-granting \$30,000 or more of pass-through Federal Transit Administration funds, the County must comply with the reporting requirements of The Federal Funding Accountability and Transparency Act (FFATA or Transparency Act - P.L.109-282., as amended by section 6202(a) of P.L. 110-252). The FFATA prescribes specific data to be reported and the County hereby agrees to report sub-award data into the website www.USASpending.gov via www.fsr.gov.

- a. Location of the City (physical address(es), including congressional district(s)); City of Redmond City Hall, 15070 NE 85th St, PO Box 97010, Redmond, WA 98073-9710; Congressional District: WA-1 and
- b. Place of performance (physical address(es), including congressional district(s)); City of Redmond City Hall, 15070 NE 85th St, PO Box 97010, Redmond, WA 98073-9710; Congressional District: WA-1 and

I. The City’s Commercial and Government Entity (CAGE) number is 4EPL9.

J. The City agrees to provide the County with a copy of its Title VI implementation plan in accordance with FTA Circular 4702.1B, Chapter III, Section 11 and update it every three years.

d. Replace Section 7, Parts 7.1, 7.3, and 7.4:

7. DISPUTE RESOLUTION PROCESS

7.1 Designated Dispute Resolution Representatives. The following individuals are the Designated Representatives for the purpose of resolving disputes that arise under this Agreement:

For the County	For the City
Daniel Row Market Innovation Interim Managing Director Metro Transit Department 201 South Jackson Street, M/S KSC-TR-0411 Seattle, WA 98104 (206) 477-5788 daniel.rowe@kingcounty.gov	Michael Hintze Transportation Planning and Engineering Manager 15070 NE 85th St PO Box 97010 Redmond, WA 98073-9710 (425) 553-8495 mhintze@redmond.gov

7.3 In the event the Designated Representatives are unable to resolve the dispute, the appropriate City Administrator or her/his designee and the General Manager of the County's Metro Transit Division or her/his designee shall confer and exercise good faith to resolve the dispute.

7.4 In the event the City Administrator and the General Manager of Metro Transit are unable to resolve the dispute, the Parties may, if mutually agreed in writing, submit the matter to non-binding mediation. The Parties shall then seek to mutually agree upon the mediation process, who shall serve as the mediator, and the time frame the Parties are willing to discuss the disputed issue(s).

e. Replace Section 9, Part 9.7

9. LEGAL RELATIONS

9.7 Compliance with Applicable Laws. The Parties agree to comply with all applicable federal, state, and local laws, rules, and regulations, including those pertaining to nondiscrimination, and agree to require the same of any subcontractors providing services or performing any work related to the Program using funds provided under this Agreement.

f. Replace Section 13:

13. SEVERABILITY

If any provision of this Agreement or any provision of any document incorporated by reference shall be held invalid, such invalidity shall not affect the other provisions of this Agreement which can be given effect without the invalid provision, if such remainder conforms to the requirements of applicable law and the fundamental purpose of this Agreement, and to this end the provisions of this Agreement are declared to be severable.

g. Replace Section 17:

17. CONTRACT MANAGEMENT

The contact persons for the management of this Agreement (the “Contract Managers”) are identified and their contact information is provided herein and may be updated by either Party for their agency only and shall be submitted in writing or electronic mail to the other Party. Any update to the Contract Managers’ information shall state the effective date of said update.

Contract Manager	King County	City of Redmond
Contact Name	Trevor Goodloe	LaNaya Taylor
Title	Project/Program Manager II Transportation Demand Management Market Innovation Section King County Metro	TDM Program Administrator City of Redmond
Address	201 S. Jackson St. M/S KSC-TR-0411 Seattle, WA 98104	15070 NE 85th St PO Box 97010 Redmond, WA 98073-9710
Telephone	(206) 263-8389	(425) 556-2482
E-Mail	tgoodloe@kingcounty.gov	LTaylor@redmond.gov

h. Replace Section 18, Parts 18.1 and 18.4:

18. RECORDS RETENTION AND AUDIT

- 18.1 During the progress of the work and for a period of not less than six (6) years from the date of final payment by the County, the City shall keep available for inspection and audit by the County and the federal government the records pertaining to the Agreement and accounting therefore. Copies of all records, documents or other data pertaining to performance of the Agreement will be furnished upon request. If any litigation, claim or audit is commenced related to performance of the Agreement, the records along with supporting documentation shall be retained until all litigation, claims and/or audit findings have been resolved even though such litigation, claim or audit continues past the six-year retention period.
- 18.4 Unless already published and available at the federally appointed online, accessible audit reporting database the City agrees to submit to the County, a copy of the City's Single Audit report when requested by the County for sub recipient monitoring purposes.

i. Add Attachment F: Conflict of Interest Clause and Form

j. Add Attachment G: WSDOT Terms and Conditions

All other provisions of the Contract, as previously modified, shall remain in full force and effect. This Amendment shall be effective as of the date signed by King County below.

IN WITNESS HEREOF, THE PARTIES HERETO HAVE CAUSED THIS AMENDMENT TO BE EXECUTED AND INSTITUTED WHEN COUNTERSIGNED BY KING COUNTY.

King County, Washington

By

Title

Date

Contractor

By

Title

Date

ATTACHMENT G

WSDOT Terms and Conditions

Section 5

General Compliance Assurance

The CONTRACTOR agrees to comply with all instructions as prescribed in the WSDOT Public Transportation State Grant Programs Guidebook, hereinafter referred to as the "Guidebook", and any amendments thereto, found at <https://wsdot.wa.gov/business-wsdot/grants/public-transportation-grants/manage-your-grant> which by this reference is incorporated herein as if fully set forth in this AGREEMENT.

Section 8

Assignments and Subcontracts

A. The CONTRACTOR shall submit to WSDOT a copy of any contract, amendment, or change order thereto pertaining to this Project for review and documentation. This includes any completed Project facilities and/or infrastructure under this AGREEMENT, or other actions obligating the CONTRACTOR in any manner with any third party with respect to its rights and responsibilities under this AGREEMENT, including any leasing and/or lending the Project or any part thereof to be used by anyone, not under the CONTRACTOR's direct supervision.

B. The CONTRACTOR agrees to include Section 5, Sections 8 through 20, and Section 27 of this AGREEMENT in each subcontract and in all contracts it enters into for the employment of any individuals, procurement of any materials, or the performance of any work to be accomplished under this AGREEMENT.

Section 9

Reports

A. The CONTRACTOR shall prepare quarterly reports regarding services provided pursuant to this AGREEMENT and other related information as prescribed in the Guidebook, and any amendments thereto, whichever is applicable, or as requested by WSDOT. Due to Legislative and WSDOT reporting requirements, any required quarterly progress reports shall be submitted for the duration of the AGREEMENT period regardless of whether the underlying funding sources have been exhausted. Post-grant annual performance reporting may also be required as prescribed in the aforementioned guidebook. Those reports include, but are not limited to:

1. Project Passenger Trips Provided
2. Project Service Hours Provided
3. Project Revenue Service Miles Provided
4. Narrative Progress Report
5. Financial Status/Summaries of the Project.

B. Failure to meet any of the above-identified report submittal timelines may result in the CONTRACTOR being considered to be in breach of contract and "Not In Good Standing" as defined in the Guidebook referenced in Section 5 - General Compliance of Agreement of this agreement. Failure to meet the above-identified report submittal timelines may also prevent the CONTRACTOR from receiving future PT Rideshare grant funds in the next biennium.

Section 10

Energy Credit

If CONTRACTOR receives any monies from the sale or disposition of energy credits, decarbonization credits, environmental credits, or any other monies through its participation of a

like program, in relation to assets acquired or constructed with funding from this AGREEMENT, as public transportation is vital in reducing the carbon intensity of Washington's transportation system by providing alternative travel options and providing a cost-effective means to reduce greenhouse gas emissions, the CONTRACTOR agrees to reinvest those monies into service, projects or programs that support public transportation and the reduction of greenhouse gas emissions. Such investments will be consistent with the state's public transportation grant programs.

Section 11

No Obligation by the State Government

No contract between the CONTRACTOR and its subcontractors shall create any obligation or liability for WSDOT with regard to this AGREEMENT without WSDOT's specific written consent, notwithstanding its concurrence in, or approval of, the award of any contract or subcontract or the solicitations thereof.

Section 12

Personal Liability of Public Officers

No officer or employee of WSDOT shall be personally liable for any acts or failure to act in connection with this AGREEMENT, it being understood that in such matters they are acting solely as agents of WSDOT.

Section 13

Ethics

A. Relationships with Employees and Officers of WSDOT. The CONTRACTOR shall not extend any loan, gratuity or gift of money in any form whatsoever to any employee or officer of WSDOT, nor shall CONTRACTOR rent or purchase any equipment and materials from any employee or officer of WSDOT.

B. Employment of Former WSDOT Employees. The CONTRACTOR hereby warrants that it shall not engage on a full-time, part-time, or other basis during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of WSDOT without written consent of WSDOT.

Section 14

Civil rights

The CONTRACTOR shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any WSDOT-assisted contract or in the administration of its public transportation services.

Section 15

Compliance with Laws and Regulations

A. The CONTRACTOR agrees to abide by all applicable state and federal laws and regulations including but not limited to, those concerning employment, equal opportunity employment, nondiscrimination assurances, project record keeping necessary to evidence compliance with such federal and state laws and regulations, and retention of all such records. The CONTRACTOR will adhere to all of the nondiscrimination provisions in chapter 49.60 RCW.

B. Additionally, the CONTRACTOR agrees to comply with the following as applicable:

1. SB 5974 Move Ahead Washington
2. RCW 70A.02 Healthy Environmental for All (HEAL) ACT, and
3. RCW 70A. 65.260 Climate Commitment ACT.

C. Except when a federal statute or regulation preempts state or local law, no provision of the AGREEMENT shall require the CONTRACTOR to observe or enforce compliance with any provision, perform any other act, or do any other thing in contravention of state or local law. If any provision or compliance with any provision of this AGREEMENT violates state or local law or would require the CONTRACTOR to violate state or local law, the CONTRACTOR agrees to notify WSDOT immediately in writing. Should this occur, WSDOT and the CONTRACTOR agree to make appropriate arrangements to proceed with or, if necessary, expeditiously, terminate the AGREEMENT.

Section 16

Environmental and Regulatory Requirements

The CONTRACTOR agrees to secure any necessary local, state, and federal permits and approvals, and comply with all applicable requirements of Chapter 43.21C RCW State Environmental Policy Act (SEPA). The CONTRACTOR agrees to comply with all applicable requirements of Executive Order 21-02, Archaeological and Cultural Resources, for all capital construction projects or land acquisitions not undergoing Section 106 review under the National Historic Preservation Act of 1966 (Section 106).

Section 17

Accounting Records

A. **Project Accounts.** The CONTRACTOR agrees to establish and maintain for the Project(s) either a separate set of accounts or separate accounts within the framework of an established accounting system that can be identified with the Project(s). The CONTRACTOR agrees that all checks, payrolls, invoices, contracts, vouchers, orders, or other accounting documents pertaining in whole or in part to the Project(s) shall be clearly identified, readily accessible and available to WSDOT upon request, and, to the extent feasible, kept separate from documents not pertaining to the Project(s).

B. **Documentation of Project Costs and Program Income.** The CONTRACTOR agrees to support all allowable costs charged to the Project(s), including any approved services contributed by the CONTRACTOR or others, with properly executed payrolls, time records, invoices, contracts, or vouchers describing in detail the nature and propriety of the charges. The CONTRACTOR also agrees to maintain accurate records of all program income derived from implementing the Project.

Section 18

Audits, Inspection, and Retention of Records

A. **Submission of Proceedings, Contracts, Agreements, and Other Documents.** During the performance period of the Project(s) and for six (6) years thereafter, the CONTRACTOR agrees to retain intact and to provide any data, documents, reports, records, contracts, and supporting materials relating to the Project(s) as WSDOT may require. Project closeout does not alter these recording and record-keeping requirements. Should an audit, enforcement, or litigation process be commenced, but not completed, during the aforementioned six-year period then the CONTRACTOR's obligations hereunder shall be extended until the conclusion of that pending audit, enforcement, or litigation process.

B. **General Audit Requirements.** The CONTRACTOR agrees to obtain any other audits required by WSDOT at CONTRACTOR's expense. Project closeout will not alter the CONTRACTOR's audit responsibilities.

C. **Inspection.** The CONTRACTOR agrees to permit WSDOT and the State Auditor, or their authorized representatives, to inspect all Project work materials, payrolls, and other data, and to audit the books, records, and accounts of the CONTRACTOR and its subcontractors pertaining to the Project. The CONTRACTOR agrees to require each third party to permit WSDOT, and the State Auditor or their duly authorized representatives, to inspect all work, materials, payrolls, and other data and records involving that third party contract, and to audit the books, records, and accounts involving that third party contract as it affects the Project.

Section 19

Labor Provisions

Overtime Requirements. No CONTRACTOR or subcontractor contracting for any part of the Project(s) work which may require or involve the employment of laborers or mechanics shall require or permit any such laborer or mechanic in any workweek in which he or she is employed on such work to work in excess of forty (40) hours in such workweek unless such laborer or mechanic receives compensation at a rate not less than one and one-half times the basic rate of pay for all hours worked in excess of forty (40) hours in such workweek. CONTRACTOR will comply with Title 49 RCW, Labor Regulations.

Section 20

Changed Conditions Affecting Performance

The CONTRACTOR hereby agrees to immediately notify WSDOT of any change in conditions or law, or of any other event, which may affect its ability to perform the Project(s) in accordance with the provisions of this AGREEMENT.

Section 27

Limitation of Liability

A. The CONTRACTOR shall indemnify and hold harmless WSDOT, its agents, employees, and officers and process and defend at its own expense any and all claims, demands, suits at law or equity, actions, penalties, losses, damages, or costs (hereinafter referred to collectively as "claims"), of whatsoever kind or nature brought against WSDOT arising out of, in connection with or incident to the execution of this AGREEMENT and/or the CONTRACTOR's performance or failure to perform any aspect of this AGREEMENT. This indemnity provision applies to all claims against WSDOT, its agents, employees and officers arising out of, in connection with or incident to the negligent acts or omissions of the CONTRACTOR, its agents, employees, officers and subcontractors. Provided, however, that nothing herein shall require the CONTRACTOR to indemnify and hold harmless or defend the WSDOT, its agents, employees or officers to the extent that claims are caused by the sole negligent acts or omissions of the WSDOT, its agents, employees or officers; and provided further that if such claims result from the concurrent negligence of (a) the CONTRACTOR its employees, agents, officers or contractors and (b) the STATE, its employees or authorized agents, or involves those actions covered by RCW 4.24.115, the indemnity provisions provided herein shall be valid and enforceable only to the extent of the negligence of the PARTY, its employees, officers, authorized agents, and/or contractors. The indemnification and hold harmless provision shall survive termination of this AGREEMENT.

B. The CONTRACTOR shall be deemed an independent contractor for all purposes, and the employees of the CONTRACTOR or its subcontractors and the employees thereof, shall not in any manner be deemed to be the employees of WSDOT.

C. The CONTRACTOR specifically assumes potential liability for actions brought by

CONTRACTOR's employees and/or subcontractors and solely for the purposes of this indemnification and defense, the CONTRACTOR specifically waives any immunity under the State Industrial Insurance Law, Title 51 Revised Code of Washington.

D. In the event either the CONTRACTOR or WSDOT incurs attorney's fees, costs or other legal expenses to enforce the provisions of this section of this AGREEMENT against the other PARTY, all such fees, costs and expenses shall be recoverable by the prevailing PARTY.

ATTACHMENT F

Conflict of Interest Clause

A. General Requirements

The Subrecipient shall maintain written standards of conduct covering conflicts of interest. These standards must apply to the performance of employees engaged in the selection, award, and administration of contracts supported by a federal award. No employee, officer, or agent of the Subrecipient shall participate in the selection, award, or administration of a contract supported by federal funds if a real or apparent conflict of interest would be involved.

A conflict of interest arises when any of the following has a financial or other interest in or a tangible personal benefit from a firm considered for a contract:

- The employee, officer, or agent.
- Any member of the employee's immediate family.
- The employee's partner.
- An organization which employs or is about to employ any of the parties listed above.

The Subrecipient's officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, where the Subrecipient has determined that the financial interest is not substantial or the gift is an unsolicited item of nominal value, the Subrecipient may provide for exceptions to this rule in its conflict-of-interest policy.

B. Mandatory Disclosure

The Subrecipient must disclose in writing any potential or actual conflict of interest to the Pass-through Entity (PTE) in accordance with applicable federal laws and regulations. Additionally, any violation of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award must also be disclosed.

Failure to disclose conflicts of interest or criminal violations could result in termination of the agreement, disallowance of costs, or other remedies in accordance with 2 CFR 200.339.

C. Remedial Actions

If a conflict of interest is discovered during the course of the agreement, the Subrecipient agrees to take immediate steps to resolve the conflict, including, but not limited to:

- Disqualification of the employee, officer, or agent involved in the conflict from further participation in the contract or award process.
- Possible termination of the contract or subcontract in question.
- Additional internal controls or oversight to prevent future conflicts.

D. Organizational Conflicts

In addition to the personal conflicts of interest listed above, the Subrecipient shall also avoid any organizational conflicts of interest. An organizational conflict of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the Subrecipient is unable or appears to be unable to be impartial in conducting a federal award action.

Conflict of Interest Disclosure Form

Federal Grant Program Information

- **Federal Awarding Agency:** FTA
- **Pass-through Entity (PTE):** King County Metro
- **Subrecipient Name:** City of Redmond
- **Federal Award Identification Number (FAIN):** WA-2020-087-00
- **Grant/Contract Name:** TDM Corridor Strategies Supporting Centers, and Regional Park-and-Ride TDM Activities and Access Improvements/2023-2024 City of Redmond Transportation Demand Management Agreement

Subrecipient Information

- **Name of Employee/Officer/Agent Disclosing Conflict:** LaNaya Taylor
- **Position/Title:** Program Administrator
- **Phone Number:** 425-556-2482
- **Email Address:** LTaylor@redmond.gov

Section 1: Disclosure of Potential Conflict of Interest

Please check the appropriate box that applies to your situation:

☒ I hereby declare that, to the best of my knowledge, I have no conflicts of interest to report in relation to my participation in this federal award.

☐ I hereby declare that I, or an immediate family member, or an organization with which I have a personal or financial relationship, may have a potential or actual conflict of interest in relation to my participation in this federal award.

Section 2: Nature of Potential or Actual Conflict of Interest

If you have a potential or actual conflict of interest, please provide details below. Include the names of individuals and/or organizations involved, the nature of the conflict, and any financial or personal interest that may be affected by your role in this federal grant or contract.

- **Details of the Conflict:**
- **Names of Individuals/Organizations Involved:**
- **Relationship to Employee/Officer/Agent:**



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-281

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-556-2107
Parks	Loreen Hamilton	425-556-2336

DEPARTMENT STAFF:

Planning and Community Development	Seraphie Allen	Deputy Director
Parks	David Tuckek	Deputy Director
Planning and Community Development	Philly Marsh	Economic Development Manager
Finance	David Amble	Real Property Manager

TITLE:

Memorandum of Understanding with Bellwether Housing For Acquisition of Commercial Property

OVERVIEW STATEMENT:

The City of Redmond is seeking to enter into a memorandum of understanding (MOU) with Bellwether Housing for the acquisition of a commercial property on the ground floor of the Prisma affordable housing project. This project is located adjacent to the Overlake light rail station and will contain two additional commercial spaces and 328 affordable housing units. Funds for the purchase have been identified within the City's Capital Improvement Program and City staff have applied for federal and state grants to support the acquisition and tenant improvements.

Parcel 644895-0020 is a 2.4 acre property situated south and adjacent to the Sound Transit's 2 Line Overlake Village Station. It is currently owned by Sound Transit, but in the process of being sold to Bellwether Housing. The development of the site includes commercially lease or owned space on the ground floor. Bellwether Housing and the City of Redmond Planning & Community Development and Parks Departments have engaged in discussions about the sale of a 1,600 sf unit in the building to the City, for the purposes of establishing a Small Business Support Center and City-Hall annex, where business and residents can receive services in the Overlake Neighborhood.

☒ **Additional Background Information/Description of Proposal Attached**

ATTACHMENT A includes the draft MOU and an exhibit showing the location of the unit that is proposed for purchase. In addition to the final purchase price that will be negotiated, the City will be a member of the building's condominium association.

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Parks, Arts, Recreation, Culture, and Conservation (PARCC) Plan
Economic Development Strategic Plan:
 - Action 1B.3. Serve as a liaison to advocate for local business needs to the City of Redmond internal departments and regional partners.
 - Action 2A.1. Expand small business engagement to further develop and communicate policies and programs aimed at assisting small- and mid-sized businesses in Redmond.
 - Action 2A.1. Expand small business engagement to further develop and communicate policies and programs aimed at assisting small- and mid-sized businesses in Redmond.
 - Develop a multilingual small business toolkit, including handbooks on starting a business and associated tax, legal, and permit requirements in Redmond and King County.
 - Work with partners to create a one-stop resource for entrepreneurs to learn about business assistance resources and programs including advising on access to financial support.
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

Approval of this MOU allows the City and Bellwether Housing to begin negotiations on a Purchase and Sale Agreement, which will come before the council for approval in Q3 2025.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
\$618,000.00

Purchase Price - \$475,350
Tenant improvements (est.) - \$142,650

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:
0000345 General Government/Facilities CIP

Budget Priority:
Vibrant and Connected

Other budget impacts or additional costs: ☒ Yes ☐ No ☐ N/A

If yes, explain:

The City is estimating responsibility for annual maintenance fees, currently scheduled at \$6,551.00 per year starting in 2028.

If and when major maintenance actions are required to protect the integrity of the building, the Condominium Association will be expected to issue special assessments (fees) to the condominium owners.

Funding source(s):
CIP and Grants

Budget/Funding Constraints:
N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/20/2025	Business Meeting	Approve

Time Constraints:

Bellwether Housing is working towards a June application to the Washington State Housing Finance Commission - WSHFC require Bellwether to show commitments of financial sources. The lack of an MOU impacts Bellwether's critical path to receive the tax credit finance allocation to close on the project. It would also impact the City's ability to purchase the space.

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the City of Redmond would be unable to move forward in purchasing the commercial space within the

Prisma project and Bellwether Housing would take on additional costs threatening the viability of the overall project.

ATTACHMENTS:

Attachment A - MOU with Bellwether Housing for Commercial Property



Memorandum of Understanding

THIS MEMORANDUM OF UNDERSTANDING (this "MOU") is entered into this _____, day of _____ 2025, by and between CITY OF REDMOND, a Washington municipal corporation ("COR"), and BELLWETHER HOUSING, a Washington nonprofit corporation ("BH" or "Developer"). COR and BH shall be referred to individually herein as a "Party," and collectively as the "Parties."

RECITALS:

- A. BH caused the formation of BW Overlake LLLP, a Washington limited liability limited partnership (the "4% LLLP") of which BH is the sole member of the general partner, to acquire the Property and develop the Project (as defined below).

A.1 The 4% LLLP intends to develop the Property into a mixed-use building (the "Building") condominium project (the "Project") to consist of:

A.1.1 Approximately three hundred and twenty-eight (328) dwelling units of affordable housing (the "Housing Project" or "Condo Unit 1") to be owned by the 4% LLLP.

A.1.2 Approximately one thousand eight hundred fifteen (1,815) square feet of space at the northeast corner of Level 1 for a pedestrian oriented commercial space (the "Condo Unit 3") to be owned by an affiliate of Bellwether Housing.

A.1.3 Approximately ten thousand three hundred and ninety-five (10,395) square feet of at the southeast corner of Level 1 to be owned by Global Social Business Partners doing business as Friends of the Village Collective ("FVC") for operation of a multi-use commercial space (the "Hub" or "Condo Unit 4"). The Parties intend that FVC and the 4% LLLP, in accordance with the terms and conditions contained herein, will enter into a Purchase and Sale Agreement for Condo Unit 4 in shell condition, which is intended to be owned by FVC.

A.1.4 Approximately two thousand seven hundred and eighty-nine (2,789) square feet of space at the southwest corner of Level 1 in shell condition (the "COR Shell") for operation of city services as the Overlake Village Annex ("Condo Unit 5") to be owned by the City of Redmond ("COR").

A.1.5 The Hub, as currently planned, will consist of office, event space, and a commercial kitchen. As required by COR zoning, the function of Hub space fronting 152nd Avenue NE shall provide pedestrian oriented uses and be available to the public.

A.1.7 Parking: A parking garage containing approximately one hundred and twenty-one parking spaces. Of those spaces, one hundred and three (103) spaces will be dedicated as parking for the Housing Project and allocated as limited common elements to Condo Unit 1. The remaining eighteen (18) parking spaces are allocated as follows: two (2) stalls shall be allocated as limited common elements allocated to Condo Unit 5 and sixteen (16) parking stalls shall be located

within a condominium unit (“Condo Unit 2”) to be owned by BH or its affiliate. The (16) stalls located within Condo Unit 2 owned by BH will be available to tenants and customers at market hourly rate. Monthly rates will be available for tenants desiring dedicated stalls.

A.1.8 Commercial Waste: Condo Unit 3, Condo Unit 4, and Condo Unit 5 will have separate and designated collection areas within the Building. Each Condo Unit owner or its tenant will be responsible for contracting for their individual service with Waste Management, and staging waste within the designated areas in the Building garage on the contracted pick up day.

A.1.9 Site Improvements: Drainage, walkways, landscaping and other site improvements as required by all applicable governmental requirements.A.1.9

A.1.10 Upon or before the completion of the construction of the Project, the 4% LLLP will subject the Property to a condominium regime (the “Condominium”) created pursuant to a condominium declaration (the “Condominium Declaration”), which will establish five or more separate legal parcels or condominium units: Condo Unit 1 (Housing Project), Condo Unit 2 (BH parking), Condo Unit 3 (BH retail), Condo Unit 4 (the Hub) and Condo Unit 5 (the COR annex). Condo Unit 1 shall be entitled to appoint three members to the board of directors of the association of members of the Condominium (the “Association”). Units 2 through 5 shall each be entitled to appoint one member to the board of directors of the Association.

A.1.11 The Parties desire to enter into this MOU to express and memorialize the intent of both Parties to work to proceed with the predevelopment, development and future use and operation of the Housing Project and Condo Unit 1.

AGREEMENTS:

- B. **Roles and Responsibilities:** The Parties agree to collaborate on design, budget and neighborhood notification for Condo Unit 5. BH will serve as the developer/project manager of the Housing Project. COR will identify a project manager to act as its development representative. BH will work with the COR project manager to coordinate the COR Shell requirements.
- C. **Design and Construction:** BH shall manage the design process and construct and complete the Project, including the COR Shell, which shall be constructed at the same time as the Housing Project. The Developer shall provide to COR copies of all development timelines, tenant improvement shell plans and specifications and reports relating to the construction work for the Project during: i) the design development phase, ii) permit drawings as submitted to the COR for a construction/building permit, and iii) bid documents, as applicable. Developer shall provide updates on project design and budget upon request from COR.
- D. **Documents:** COR will be provided electronic copies of design documents for its review. COR shall review and provide comments to or approve the same within fourteen (14) days from its receipt thereof. During construction, COR or its representatives will be invited to periodic design review OAC meetings convened by the Developer. The costs as result of any substantial changes requested by COR to the

COR Shell or the Condo Unit 5 improvements after the bid documents, on approximately **June 20, 2025**, shall be borne by COR.

- E. **Compliance:** All work shall be performed and completed substantially in accordance with all applicable legal requirements, and construction plans and schedule (which shall be substantially in compliance with the Development Timeline on Exhibit A).
- F. **Development Timing:** The 4% LLLP has received a funding award from King County, ARCH, and the Washington State Housing Trust Fund for the Housing Project. BH plans to apply to the Washington State Housing Finance Commission for Low Income Housing Tax Credits in Summer 2025; BH reasonably believes that it has a strong chance of receiving an allocation of such credits by Q4 2025. Provided that such a tax credit allocation is made, the 4% LLLP plans to commence construction of the Project and expects completion by approximately February 7, 2028. The development timeline is attached as Exhibit A and will be confirmed at Finance Closing in October 2025.
- G. **Financial Feasibility:** The parties acknowledge that the funding plan for the development of the Condo Unit 5 may include public funding that requires collaboration and participation of COR and BH. Any funding application supporting the Condo Unit 5 program is the responsibility of COR, however BH will collaborate and assist where applicable. COR will provide fund application criteria, notify BH of any award, and forward award conditions. At each point in funding BH will confirm that targeted funds will be compatible with the financing and cost estimates and don't trigger requirements that would affect the Project. COR is responsible for timing shortfall of funds and shall secure bridge funding according to the funding schedule.
- H. **Purchase and Sale.** It is anticipated that the 4% LLLP and COR will enter into an agreement for purchase and sale (the "Purchase and Sale") for the COR Shell at or prior to the 4% LLLP's closing of construction financing for the Housing Project. The purchase price under the Purchase and Sale shall be the allocated development cost including hard, soft and financing costs of constructing the COR Shell. Final development costs will be confirmed after formal Bid submittal and Finance Closing October 2025. The estimated total development cost (without TI build out, furniture, fixtures, and equipment (FFE) for the Condo Unit 5 in shell condition is **[\$475,350]** (the "Unit 5 Purchase Price") broken down as follows and defined in Exhibit B;

Hard Costs: \$216,502 (Includes shell, exterior courtyard sitework, contingency cost)
Soft Costs: \$108,848 (Includes \$15,000 budget for construction loan interest)
Parking Two (2) stalls: \$150,000

The current expected timing of funds paid in by the COR for the Condo Unit 5 are payable at the following milestones:

Earnest Money at Construction Finance Closing \$180,000

(To be placed in Escrow by October 2025 to fund Hub Shell construction costs to eliminate construction interest accrual toward the purchase price. Construction sources cannot include federal funds.)

Remainder of Purchase Price at Cof O	[\$295,350]
Total	[\$475,350]

The Developer has based the Unit 5 Purchase Price on the estimated cost to construct the COR shell, allocated soft costs to Condo Unit 5 and the parking allocated to Condo

Unit 5. Both Parties shall endeavor to work together mutually to meet maintain the Unit 5 Purchase Price as currently projected. Both Parties acknowledge that should the Unit 5 Purchase Price increase due to factors beyond BH's control, or if changes are requested by COR prior to occupancy that add costs above the budget identified above, then COR will be responsible for paying for cost above and beyond the budgeted Unit 5 Purchase Price. If there are cost savings below the budget identified above, it is expected that the Unit 5 Purchase Price will be reduced accordingly.

The current expected sources of funds to be pursued for the Condo Unit 5 Purchase Price include:

City of Redmond – Bellwether City Annex 2025 Budget Allocation	=[\$180,000]
City of Redmond – Bellwether City Annex 2027 Budget Allocation	=[\$295,350]
Total	=[\$475,350]

COR shall cooperate with the 4% LLLP's lenders in the underwriting of construction loan related to the COR Shell and provide all necessary documentation to support this process.

Should COR be unsuccessful in obtaining the funding allocations listed above, the 4% LLLP may terminate the Purchase and Sale and sell Condo Unit 5 to BH or its affiliate, or another buyer, with use of such space to serve as small retail spaces for local businesses.

- I. **Project Accounting:** The Developer will maintain a separate construction account for the payment of all COR Shell invoices.
- J. **Condo Unit 5 Interior Build-out Hard Costs:** The GC has also provided an estimate of the cost of tenant improvements ("TI") for Condo Unit 5 based on the Preliminary Program from Perkins Eastman dated March 12, 2024, assuming a basic finish package and reduced net finished area of 1,600 SF. The Condo Unit 5 TI cost is estimated to be **\$547,198**. It is comprised of GC markups, contingency and Washington State Sales Tax ("WSST").

i)	Tenant Improvement Budget	= [\$451,000]
ii)	Contingency @ 10%	= [\$45,100]
iii)	WSST @ 10.3%	= [\$51,098]
	Total Condo Unit 5 TI Budget	= [\$547,198]

COR shall be responsible for contracting for and funding the TI, including all interior build-out of Condo Unit 5. COR shall not commence construction of the TI until construction of the Housing Project is complete and the Project has received its certificate of occupancy.

- K. **Capital Replacement Reserves Expense:** COR, as owner of the Condo Unit 5, will be responsible for making contributions towards capital replacement reserve expenses ("**Capital Replacement Reserve Expenses**"). Capital Replacement Reserve Expense payments shall be deposited into a designated account beginning the first year of operations and recurring annually thereafter. The Capital Replacement Reserve Expense payment will be calculated in accordance with a third-party capital needs assessment that will establish the initial regular payment amount that will be collected only for future capital repairs and improvements relating to the Condo Unit 5 and a prorated share of overall Project common elements including site landscape costs.

The pro-rata share will be allocated based upon the size of the Condo Unit 5 as a percent of the total Project square footage. The annual Capital Replacement Reserve Expense deposit amount may be adjusted periodically-typically every 5 years, based on an updated capital needs assessment. COR's obligation to cover the pro-rata share of Capital Replacement Reserve Expenses is not limited to the amount of funds in the Capital Replacement Reserve Expense. COR will be responsible for the full cost of replacement expenses for interior tenant improvements in the Condo Unit 5.

- L. **Parking and loading:** Reserved
- M. **Parking and loading:** COR will have shared use access of the commercial parking area and loading stall during business hours with other tenants and their customers under the terms of section A.1.7. The Developer agrees to Two (2) designated parking stalls within the garage on level 1 allocated solely to Condo Unit 5.
- N. **Compatible and Exclusive Use:** The Developer shall not permit any use similar to COR program at the Project or use of the Condo Unit 5 for any use incompatible with licensing requirements. COR expressly agrees only to operate a Condo Unit 5 that is compatible with the adjacent retail and residential use.
- O. **Signage:** The Project has received regulatory approval for locations to install signs at the Project. The plans for each Condo Unit includes blade and wall mounted sign locations related to their storefront. The type, size, location, design and dimensions of signs shall be approved by the 4% LLLP, subject to approval of the City of Redmond, with the 4% LLLP's approval not to be unreasonably withheld.
- P. **Termination:** Either party shall have the right to terminate this MOU by delivery of written notice to the other party, in the event that following shall occur which occurrence remains uncorrected within thirty (30) days after the mailing of such notice:
 - P.1 Funding Cooperation. The other party does not reasonably cooperate in public funding applications, or loan application necessary to secure the Unit 5 Purchase Price.

In the event that COR is unable or elects not to continue services in the Condo Unit 5, COR will cooperate willingly with the Developer to identify a replacement operator capable of satisfying any contractual or regulatory obligations of the funding associated with construction of the Condo Unit 5.

- Q. **Fundraising:** COR shall reasonably cooperate with BH in obtaining certain public funding for the Project, including, where it is deemed to be beneficial to the Project by COR and BH, COR being a co-applicant on any public funding applications prepared and submitted by BH. The Developer shall also reasonably cooperate with COR as necessary with COR's fundraising efforts for the Condo Unit 5. COR reserves the right to determine its ability to collaborate on all fundraising grants and activities.
- R. **Agreement:** This MOU describes the general roles and responsibilities of each Party during the predevelopment stage and identifies the understandings to be incorporated into a Purchase and Sale or sublease and other documents to be prepared and entered into by the Parties. Promptly after the date hereof, COR and the Developer shall, in good faith, commence negotiation of, and, prior to the start of construction on the Project,

enter into a Purchase and Sale or sublease reasonably acceptable to the Parties that contains, among other things, the terms of this MOU.

- S. **Fees and Expense:** Each Party shall pay its entire expenses, including legal fees, related to the discussions conducted pursuant to this MOU.

[Signatures on Following Page]

Signature Page to MOU

CITY OF REDMOND

Printed Name: _____
Its: _____

Dated: _____

BELLWETHER HOUSING

By: Susan Boyd
Its: Chief Executive Officer

Dated: _____

EXHIBIT A

Development Schedule

Task Name	Start	Finish
FVC Space Design/Permitting	10/15/2023	TBD
Building Permit	1/31/25	9/25/25
LIHTC/Bond Funding	6/2/25	9/25/25
Construction	10/8/25	3/7/28
Notice to Proceed	10/8/25	10/8/25
Construction	10/7/25	12/26/27
Temporary Certificate of Occupancy	9/8/27	9/8/27
Substantial Completion	12/1/27	12/1/27
Final Completion	3/7/28	3/7/28
City of Redmond Condo Unit 5 Buildout	3/7/28	TBD

EXHIBIT B

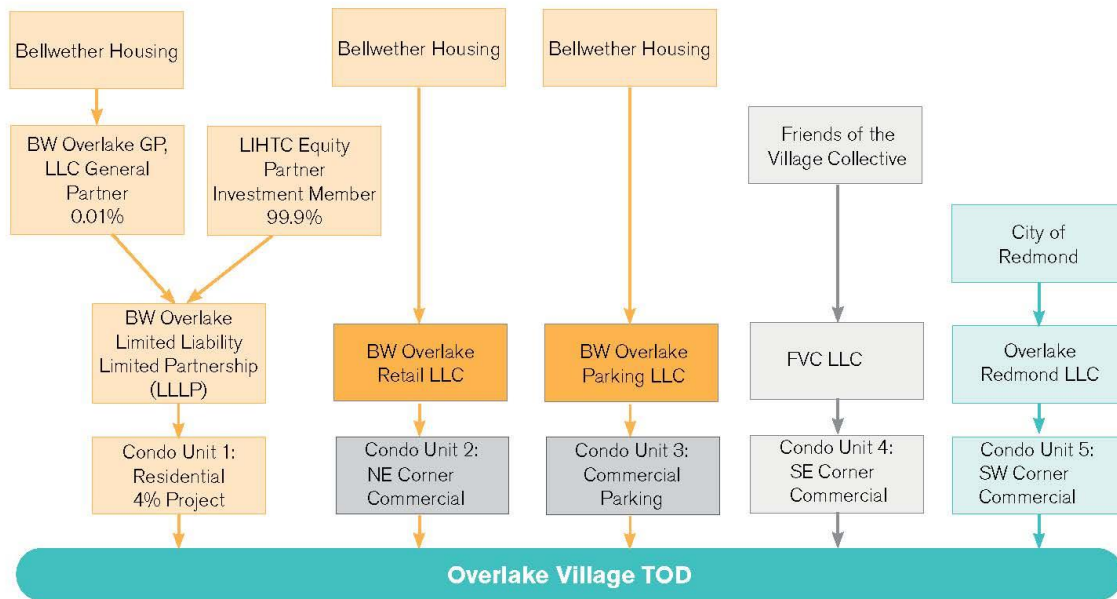
Condo Unit 5 Acquisition Budget

Acquisition Costs	
Land	\$1980
Acquisition Closing	\$397
Acquisition – Carrying Costs	\$317
Construction	
Demolition	
New Building	\$356,145
Construction Contingency	\$11,502
Site Work/Infrastructure	
Off Site Work	\$2,127
Environmental Abatement (Land)	
Sales Tax	\$21,481
Equipment and Furnishings (FF&E)	
Commercial Tenant Improvements	
Other	\$8,750
Soft Costs	
Architect	\$5,159
Engineering	\$3,564
Environmental Assessment	\$56
Geotech	\$150
Boundary & Topographic Survey	\$94
Legal Real Estate	\$188
Developer Fee	
Other Consultants	\$375
Other	\$619
Soft Cost Contingency	\$3,015
Predev/Bridge Financing	
Bridge Loan Fees	\$238
Bridge Loan Interest	\$1,992
Construction Financing	
Construction Loan Origination Fees	\$1,155
Construction Loan Expenses	\$281
Legal – Construction Loan	\$413
Construction Period Interest	\$15,000
Lease-up Period Interest	
Permanent Financing	
Permanent Loan Origination Fees	
Permanent Loan Expenses	594
Legal Permanent Loan	792
Perm Closing Title & Recording	990
Other Development Costs	
Real Estate Tax	
Insurance – Liability	\$1,876
Permits, Fees & Hookups	\$35,704
Accounting/Audit	\$396
Total Development Cost	\$475,350

EXHIBIT C

Ownership Entity Chart

Ownership Entity Chart



Ownership Entity Plan

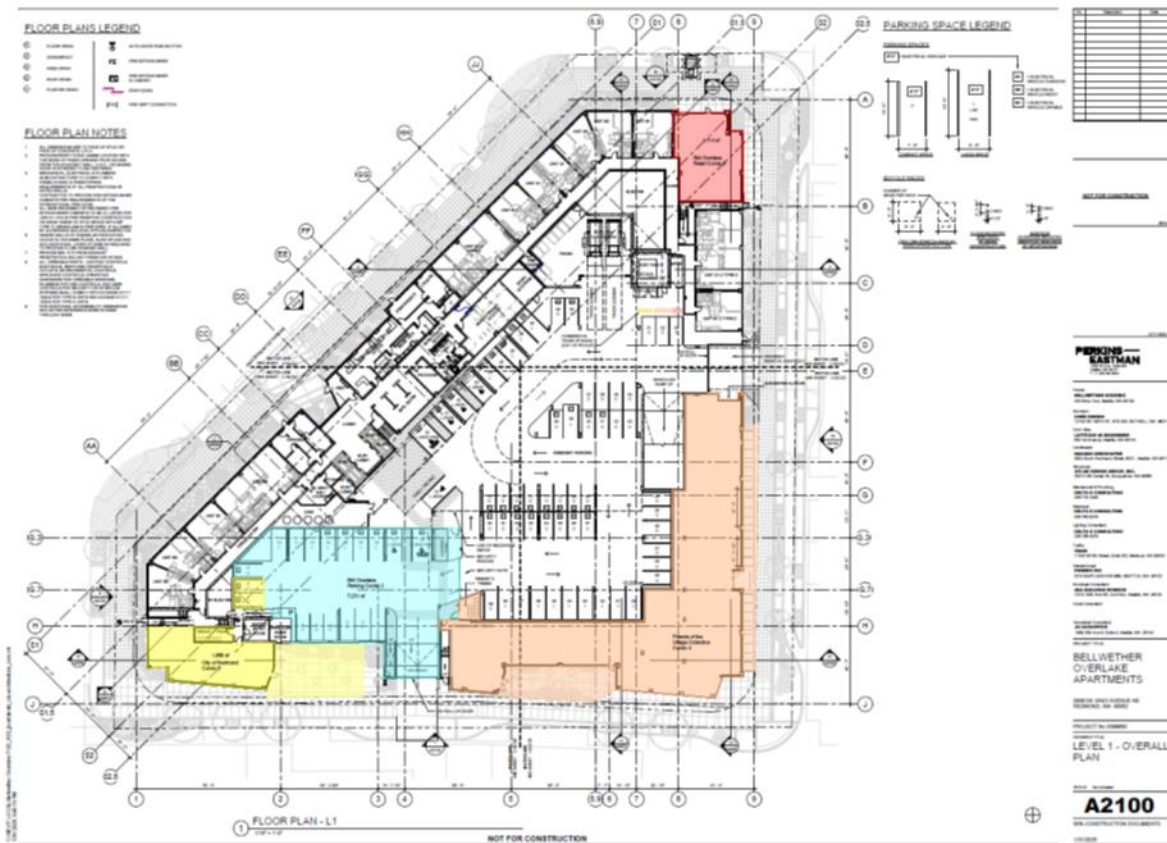


EXHIBIT E

Warm Shell Specification



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-249

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
--------------	------------	--------------

DEPARTMENT STAFF:

Public Works	Chris Stenger	Deputy Public Works Director
Public Works	Aaron Moldver	Utility Manager
Public Works	Peter Hotle	Senior Planner

TITLE:

Approval of the 2026-2035 Lake Washington Cedar/Sammamish Watershed (WRIA 8) Chinook Conservation Interlocal Agreement

OVERVIEW STATEMENT:

Public Works seeks Council's approval for the Mayor to execute the 2026-2035 Lake Washington Cedar/Sammamish Watershed Interlocal Agreement (the WRIA 8 ILA).

This interlocal agreement: 1) provides the structure for the Lake Washington, Cedar/Sammamish Watershed Salmon Recovery Council (the WRIA 8 SRC), 2) authorizes this Council to oversee the implementation of *the Lake Washington Cedar/Sammamish Watershed Chinook Conservation Plan* (the WRIA 8 Conservation Plan), and 3) enables the City to contribute funds to support WRIA 8 salmon conservation activities and support a staff team housed in the King County Department of Natural Resources and Parks, that coordinates regional implementation of the WRIA 8 Conservation Plan.

The Puget Sound Chinook Salmon is listed as "threatened" under the Federal Endangered Species Act. The WRIA 8 Conservation Plan is a federally approved response to this listing. Participation in this ILA helps satisfy the City's legal obligations associated with this listing.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**

Redmond 2050 Comprehensive Plan Policies:

- NE-44 Maintain surface water quality necessary to support the protection of native fish and wildlife meeting state and federal standards over the long term.
- NE-45 Restore, protect, and support the biological health and diversity of Water Resource Inventory Area (WRIA) 8 within the city and those natural systems that underpin watershed health and hydrological integrity.
- NE-47 Cooperate regionally with state agencies in developing and implementing watershed management plans, water quality management plans, and monitoring programs.
- **Required:**
Participation in this ILA helps satisfy the City's legal obligation to respond to the listing of Chinook Salmon as "threatened" under the Federal Endangered Species Act
- **Council Request:**
N/A
- **Other Key Facts:**

Redmond is one of 26 local governments (25 cities and Snohomish County) that have signed this interlocal agreement with King County. The City has been a signatory to various versions of this agreement and has been an active member of the WRIA 8 SRC since its inception in 2001. Council President Kritzer is currently the Chair of the WRIA 8 SRC. Public works staff are members of the WRIA 8 Implementation/Technical Committee.

OUTCOMES:

- Continued support for regional implementation of measures to conserve the region's Chinook Salmon.
- Compliance with the Federal Endangered Species Act

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
None Planned.
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

This interlocal agreement requires the City to contribute an annual cost share determined by a calculation that considers the jurisdiction's population, assessed value, and jurisdictional area. In 2025, Redmond's cost share is \$33,399. A table showing all ILA partner cost shares for 2025 is provided as an attachment.

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:
0000268

Budget Priority:
Healthy and Sustainable

Other budget impacts or additional costs: ☐ Yes ☒ No ☐ N/A

If yes, explain:

N/A

Funding source(s):

The City's cost share comes from City Stormwater Utility Funds

Budget/Funding Constraints:

The ILA specifies that funds must be used to implement the WRIA 8 Conservation Plan by funding staff to coordinate its implementation and by funding actions to complete an annual work plan approved by the WRIA 8 SRC.

☒ **Additional budget details attached**

COUNCIL REVIEW:

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/20/2025	Business Meeting	Approve

Time Constraints:

WRIA 8 staff requests that the City approve the 2026-2035 ILA by the end of September 2025.

ANTICIPATED RESULT IF NOT APPROVED:

The City would no longer participate in regional Chinook Salmon conservation efforts and would have to create a unilateral response to the Endanger Species Act listing of this fish species.

ATTACHMENTS:

- A) The 2026-2035 Lake Washington Cedar/Sammamish Watershed (WRIA 8) Chinook Conservation Interlocal Agreement
- B) WRIA 8 ILA Partner Cost Share for 2025
- C) WRIA 8 Factsheets

INTERLOCAL AGREEMENT

For Chinook Salmon Conservation Planning for the Watershed Basins within Water Resource Inventory
Area 8

PREAMBLE

THIS AGREEMENT ("Agreement") is entered into pursuant to Chapter 39.34 Revised Code of Washington (RCW) by and among the eligible governments signing this agreement that are located in King and Snohomish Counties, lying wholly or partially within the management area of the Lake Washington/Cedar/Sammamish Watershed or Watershed Resource Inventory Area ("WRIA") 8, which includes all or portions of the Lake Washington, Cedar River, and Sammamish River basins, all political subdivisions of the State of Washington (individually for those signing this Agreement, "party", and collectively "parties").

WHEREAS, the parties share interests in and responsibility for addressing long-term watershed planning and conservation of the aquatic ecosystems and floodplains for purposes of implementing the WRIA 8 Chinook Salmon Conservation Plan ("WRIA 8 Plan") and improving watershed health for the watershed basins in WRIA 8 and wish to provide for funding and implementation of various activities and projects therein; and

WHEREAS, Puget Sound Chinook salmon, including the WRIA 8 Cedar and Sammamish populations, were listed as threatened under the Endangered Species Act (ESA) in 1999 and steelhead trout were listed as threatened under ESA in 2007; and

WHEREAS, the parties recognize their participation in this Agreement demonstrates their commitment to proactively working to address the ESA listing of Chinook salmon; and

WHEREAS, the parties recognize achieving WRIA 8 salmon recovery and watershed health goals requires a recommitment to, and acceleration of, the collaborative implementation and funding of salmon recovery and watershed conservation actions, and

WHEREAS, the parties have executed Interlocal Agreement for the years 2001-2005 to develop the WRIA 8 Plan, contributed to the federally-approved Puget Sound Salmon Recovery Plan, and desire to continue providing efficient participation in the implementation of such plans; and

WHEREAS, the parties took formal action in 2005 to ratify the WRIA 8 Plan, and

WHEREAS, the parties have executed the 2001-2005 Interlocal Agreement, and extensions for the years 2007-2015 and 2016-2025 to implement the WRIA 8 Plan and improve watershed health; and

WHEREAS, the parties seek information on watershed conditions and salmon conservation and recovery needs to inform local decision-making bodies regarding actions in response to listings under the ESA; and

WHEREAS, the parties have participated for 20 years in prioritizing and contributing resources and funds for implementing projects and programs to protect and restore salmon habitat and watershed health; and

WHEREAS, the parties wish to monitor and evaluate implementation of the WRIA 8 Plan through adaptive management; and

WHEREAS, the parties wish to continue to identify, coordinate, and implement habitat, water quality, flood hazard reduction, and water quantity projects in the watersheds; and

WHEREAS, the parties recognize climate change is likely to affect watershed ecosystem function and processes, and salmon habitat restoration actions are a proactive approach to making the watershed ecosystem more resilient to changing conditions, which supports watershed health for human communities and salmon populations; and

WHEREAS, the parties have an interest in participating on the Puget Sound Salmon Recovery Council and other groups associated with Puget Sound recovery because of the contributions of the Lake Washington/Cedar/Sammamish Watershed to the overall health of Puget Sound and to collectively seek funding to implement the WRIA 8 Plan; and

WHEREAS, the parties have an interest in participating on the Washington Salmon Coalition and other groups associated with the Salmon Recovery Funding Board to collectively seek funding to implement the WRIA 8 Plan; and

WHEREAS, the parties have an interest in supporting implementation of the Puget Sound Partnership Action Agenda to restore the health of Puget Sound as it relates to salmon recovery and WRIA 8 priorities; and

WHEREAS, the parties recognize the importance of efforts to protect and restore habitat for multiple species in WRIA 8, including Lake Sammamish kokanee, and will seek opportunities to partner and coordinate Chinook recovery efforts with these other efforts where there are overlapping priorities and benefits; and

WHEREAS, the parties have an interest in achieving multiple benefits by integrating salmon recovery planning and actions with other regional efforts, including floodplain management, stormwater management, water quality improvement, etc.; and

WHEREAS, the parties recognize that identification of watershed issues, and implementation of salmon conservation and recovery actions may be carried out more efficiently if done cooperatively than if carried out separately and independently;

NOW, THEREFORE, in consideration of the mutual promises, benefits and covenants contained herein, the parties hereto do mutually covenant and agree as follows:

MUTUAL COVENANTS AND AGREEMENTS

1. **DEFINITIONS.** For purposes of this Agreement, the following terms shall have the meaning provided for below:
 - 1.1. **ELIGIBLE GOVERNMENTS:** The governments eligible for participation in this Agreement as parties are state, local, and federally recognized Indian tribal governments, state and local agencies, and special purpose districts within WRIA 8 boundary.
 - 1.2. **WRIA 8 ILA Parties:** The Parties to the WRIA 8 Interlocal Agreement (“Party” or “Parties”) are the *Eligible Governments* who sign this Agreement and are responsible for implementing this Agreement. The Parties to this ILA shall each designate a representative and alternate representative to the *WRIA 8 Salmon Recovery Council*.
 - 1.3. **WRIA 8 SALMON RECOVERY COUNCIL:** The *WRIA 8 Salmon Recovery Council* created herein is the governing body responsible for implementing this Agreement and is comprised of *Party* representatives and *Stakeholder*. The *WRIA 8 Salmon Recovery Council* is a voluntary association of *Eligible Governments* located wholly or partially within the management area of WRIA 8. The *WRIA 8 Salmon Recovery Council* shall be responsible for making recommendations for implementing the *WRIA 8 Plan* to the *Parties*.
 - 1.4. **LAKE WASHINGTON/CEDAR/SAMMAMISH WATERSHED (WRIA 8) CHINOOK SALMON CONSERVATION PLAN:** The *WRIA 8 Chinook Salmon Conservation Plan* (*WRIA 8 Plan*) as referred to herein is the three volume document, the 2017 update to the WRIA 8 Plan, and any subsequent updates adopted in accordance with the procedures provided for in Section 6 below, developed in partnership with *Stakeholders* and ratified by the *Parties* for the purposes of preserving, protecting, and restoring habitat with the intent to recover listed species, including sustainable, genetically diverse, harvestable populations of naturally spawning Chinook salmon.
 - 1.4. **MANAGEMENT COMMITTEE:** *Management Committee* as referred to herein is chosen by *Party* representatives, according to the voting procedures in Section 5 herein, charged with certain oversight and administrative duties on behalf of the *Parties* as provided in Section 4.2.
 - 1.5. **SERVICE PROVIDER:** *Service Provider*, as used herein, means that agency, government, consultant or other entity which supplies staffing or other resources to and for the *WRIA 8 Salmon Recovery Council*, in exchange for payment. The *Service Provider* may be a party to this Agreement.
 - 1.6. **FISCAL AGENT:** The *Fiscal Agent* refers to that agency or government which performs all accounting services for the *WRIA 8 Salmon Recovery Council*, as it may require, in accordance with the requirements of Chapter 39.34 RCW.

- 1.7 **STAKEHOLDERS:** *Stakeholders* refers to those public and private entities within WRIA 8 who reflect the diverse interests integral for planning, implementation, and adaptive management of the **WRIA 8 Plan**.
2. **PURPOSES.** The purposes of this Agreement include the following:
- 2.1 To provide a mechanism and governance structure for the implementation and adaptive management of the **WRIA 8 Plan**.
 - 2.2 To share the cost of the WRIA 8 Service Provider team to coordinate and provide the services necessary for the successful implementation and management of the **WRIA 8 Plan**.
 - 2.3 To provide a mechanism for securing technical assistance and funding from state agencies or other sources.
 - 2.4 To provide a mechanism for the implementation of other multiple benefit habitat, water quality and floodplain management projects with local, regional, state, federal and non-profit funds as may be contributed to or secured by the **WRIA 8 Salmon Recovery Council**.
 - 2.5 To annually recommend WRIA 8 salmon recovery programs and projects for funding by the King County Flood Control District through the District's Cooperative Watershed Management grant program.
 - 2.6 To serve as the salmon recovery "Lead Entity" as designated by state law (Chapter 77.85 RCW) for WRIA 8. The Lead Entity is responsible for developing a salmon recovery strategy, working with project sponsors to develop projects, convening local technical and citizen committees to annually recommend WRIA 8 salmon habitat restoration and protection projects for funding by the State of Washington Salmon Recovery Funding Board, and representing WRIA 8 in Puget Sound region and state wide salmon recovery forums.
 - 2.7 To provide a framework for cooperation and coordination among the parties on issues relating to the implementation of the **WRIA 8 Plan** and to meet the requirement or a commitment by any party to participate in WRIA-based or watershed basin planning in response to any state or federal law which may require such participation as a condition of any funding, permitting or other program of state or federal agencies, at the discretion of such party to this Agreement.
 - 2.8 To develop and articulate WRIA-based positions on salmon habitat, conservation, and funding to state and federal legislators.
 - 2.9 To provide for the ongoing participation of residents and other **Stakeholders** in salmon recovery and other watershed efforts and to ensure continued public outreach efforts to educate and garner support for current and future watershed and ESA listed species response efforts in accordance with the **WRIA 8 Plan**.

- 2.10 To provide information for parties to use to inform land use planning, regulations, and outreach and education programs.
- 2.11 To provide a mechanism for on-going monitoring and adaptive management of the **WRIA 8 Plan** as defined in the Plan.

It is not the purpose or intent of this Agreement to create, supplant, preempt or supersede the authority or role of any individual jurisdiction or water quality policy bodies such as the Regional Water Quality Committee.

- 3. **EFFECTIVE DATE AND TERM.** This Agreement shall become effective on execution by at least nine (9) of the **Eligible Governments** representing at least seventy percent (70%) of the affected population, as authorized by each **Parties'** legislative body, and further provided that after such signatures this Agreement has been filed by King County and Snohomish County in accordance with the terms of RCW 39.34.040 and 200. Once effective, this Agreement shall remain in effect through December 31, 2035; provided, however, that this Agreement may be extended for such additional terms as the parties may agree to in writing, with such extension being effective upon its execution by at least nine (9) of the **Eligible Governments** representing at least seventy percent (70%) of the affected population of WRIA 8.
- 4. **ORGANIZATION AND MEMBERSHIP.** The parties hereby establish **WRIA 8 Salmon Recovery Council** to serve as the formal governance structure for carrying out the purposes of this Agreement in collaboration with **Stakeholders**.
 - 4.1 Each **Party** shall appoint one (1) elected official and one (1) alternate to serve as its representative on the **WRIA 8 Salmon Recovery Council**. The alternate representative may be a different elected official or senior staff person. **Party** representatives shall be responsible for maintaining the **Party's** status as an active party by attending **WRIA 8 Salmon Recovery Council** meetings. A **Party** representative's position will be considered inactive on the third consecutive absence and shall not be included in calculating a quorum under Section 5.1. **Stakeholders** shall be appointed or removed by **Party** representatives using the voting provisions of Section 5.3 of this Agreement.
 - 4.2 Upon the effective execution of this agreement and the appointment of representatives to the **WRIA 8 Salmon Recovery Council**, the **WRIA 8 Salmon Recovery Council** shall meet and choose from among the **Party** representatives, according to the voting provisions of Section 5, at least five (5) elected officials or their designees, to serve as a **Management Committee** to oversee and direct the scope of work, funds, and personnel agreed to and contributed under this Agreement, in accordance with the adopted annual budget, work program, and such other directions as may be provided by the **WRIA 8 Salmon Recovery Council**. Representatives of the **Fiscal Agent** and **Service Provider** may serve as non-voting ex officio members of the **Management Committee**. The

Management Committee shall act as an executive subcommittee of the **WRIA 8 Salmon Recovery Council**, responsible for oversight and evaluation of any **Service Providers** or consultants, administration of the budget and work program, and for providing recommendations on administrative matters to the **WRIA 8 Salmon Recovery Council** for action, consistent with the other subsections of this section.

- 4.3 The **Service Provider** to the **WRIA 8 Salmon Recovery Council** for the term of this agreement shall be King County Department of Natural Resources and Parks, unless the **Parties**, pursuant to the voting provisions of Section 5, choose another primary **Service Provider**. The **Management Committee** shall prepare a Memorandum of Understanding to be signed by an authorized representative of the **Service Provider** and an authorized representative of **WRIA 8 Salmon Recovery Council**, which shall set out the expectations for services to be provided. Services should include, without limitation, identification of, and job descriptions for, dedicated staff, description of any supervisory role retained by the **Service Provider** over any staff performing services under this Agreement, and a method of regular consultation between the **Service Provider** and the **Management Committee** concerning the performance of services hereunder.

4.3.1 The **Management Committee** shall make recommendations to the **WRIA 8 Salmon Recovery Council** for action, including decisions related to work program, staffing and service agreements, and budget and financial operations, annually for each year of this Agreement. All duties of the **Management Committee** shall be established by the **WRIA 8 Salmon Recovery Council**.

4.3.2 A subset of the **Parties** may, at such subset's sole cost, purchase and cost share services from the **Service Provider** in addition to the annual cost-shared services agreed to by the **WRIA 8 Salmon Recovery Council** pursuant to Section 4.3 herein.

4.3.3 The level of funding, total resource obligations, and allocation of obligations for the subset of **Parties** that agree to cost share additional services pursuant to Subsection 4.3.2 herein shall be negotiated and determined by those **Parties** purchasing the additional services.

The **Management Committee** shall prepare a Memorandum of Understanding to be signed by a representative of the **Service Provider**, the subset of **Parties** requesting additional services pursuant to Section 4.3.2, and an authorized representative of the **WRIA 8 Salmon Recovery Council**, which shall set out the expectations for the additional services to be provided to the subset of the **Parties** to this Agreement pursuant to Section 4.3.2.

- 4.4 By October 1 of each year, the **WRIA 8 Salmon Recovery Council** shall develop and approve an annual budget, establishing the level of funding and total resource obligations

of the **Parties** which are to be allocated on a proportional basis according to the average of the population, assessed valuation and area attributable to each **Parties**, in accordance with the formula set forth in Exhibit A, which formula shall be updated every third year by the **WRIA 8 Salmon Recovery Council**. Individual cost shares may change more frequently than every three years for **Parties** involved in an annexation that changes the area, population, and assessed value calculation of such party to the extent that the cost shares established by the formula set forth in Exhibit A would be changed by such annexation. For parties that are not county or city governments, the level of funding and resource obligation will be determined in communications with the **Management Committee**, which will develop a recommendation for review and approval by the **WRIA 8 Salmon Recovery Council**.

- 4.5 **Party** representatives of the **WRIA 8 Salmon Recovery Council** shall oversee and administer the expenditure of budgeted funds and allocate resources contributed by each **Party** or obtained from other sources in accordance with implementation and adaptive management of the **WRIA 8 Plan** during each year of this Agreement.
- 4.6 The **WRIA 8 Salmon Recovery Council** shall review and evaluate the duties to be assigned to the **Management Committee** hereunder and the performance of the **Fiscal Agent** and **Service Provider** to this Agreement, and provide for whatever actions deemed appropriate and necessary to ensure that quality services are efficiently, effectively, and responsibly delivered in the performance of the purposes of this Agreement. The performance of the Service Provider and Fiscal Agent shall be assessed every two years starting in 2027. In evaluating the performance of any **Service Provider** the **WRIA 8 Salmon Recovery Council** may retain an outside consultant to perform a professional assessment of the work and services so provided.
- 4.7 The **WRIA 8 Salmon Recovery Council** through the primary **Service Provider** may contract with similar watershed forum governing bodies or any other entities for any lawful purpose related hereto, including specific functions and tasks which are initiated and led by another party to this Agreement beyond the services provided by the primary **Service Provider**. The **Parties** may choose to create a separate legal or administrative entity under applicable state law, including without limitation a nonprofit corporation or general partnership, to accept private gifts, grants or financial contributions, or for any other lawful purposes.
- 4.8 The **WRIA 8 Salmon Recovery Council** shall adopt operating and voting procedures for its deliberations, but such procedures shall not affect the voting provisions contained in Section 5. The **WRIA 8 Salmon Recovery Council** shall also adopt other rules and procedures that are consistent with its purposes as stated herein and are necessary for its operation.

5. **VOTING.** The **Parties** on the **WRIA 8 Salmon Recovery Council** shall make decisions; approve scopes of work, budgets, priorities and any other actions necessary to carry out the purposes of this Agreement as follows:
- 5.1 Decisions shall be made using a consensus model as much as possible. Each **Party** agrees to use its best efforts and exercise good faith in consensus decision-making. Consensus may be reached by unanimous agreement of the **Parties** at the meeting, or by a majority recommendation agreed upon by the active **Parties**, as specified in Section 4.1, with a minority report. Any **Party** who does not accept a majority decision may request weighted voting as set forth below. No action or binding decision will be taken by the **WRIA 8 Salmon Recovery Council** without the presence of a quorum of active **Parties**. A quorum exists if a majority of the active **Parties'** representatives are present at the **WRIA 8 Salmon Recovery Council** meeting, provided that positions left vacant on the **WRIA 8 Salmon Recovery Council** by **Parties** shall not be included in calculating the quorum.
- 5.2 In the event consensus cannot be achieved, as determined by rules and procedures adopted by the **WRIA 8 Salmon Recovery Council**, the **WRIA 8 Salmon Recovery Council** shall take action on a dual-majority basis, as follows:
- 5.2.1 Each **Party**, through its appointed representative, may cast its weighted vote in connection with a proposed **WRIA 8 Salmon Recovery Council** action.
- 5.2.2 The weighted vote of each **Party** in relation to the weighted votes of each of the other **WRIA 8 ILA Parties** shall be determined by the percentage of the annual contribution by each **Party** set in accordance with Subsection 4.2.1 in the year in which the vote is taken.
- 5.2.3 For any action subject to weighted voting to be deemed approved, an affirmative vote must be cast by both a majority of the active **Parties** and by a majority of the weighted votes of the active **Parties**. A vote of abstention shall be recorded as a "no" vote.
- 5.3 The **WRIA 8 Salmon Recovery Council** may deem it appropriate to appoint to the **WRIA 8 Salmon Recovery Council** non-party **Stakeholder**.
- 5.3.1 Nomination of **Stakeholder** may be made by any **Party** representative to the **WRIA 8 Salmon Recovery Council**. Appointment to the **WRIA 8 Salmon Recovery Council** of a **Stakeholder** requires either consensus or a dual majority vote of the **Parties** as provided in Section 5.2.
- 5.3.2 **Party** representatives on the **WRIA 8 Salmon Recovery Council** may deem it appropriate to allow **Stakeholders** to vote on particular **WRIA 8 Salmon Recovery Council** decisions. The **WRIA 8 Salmon Recovery Council** may determine which issues are appropriate for non-party voting by either consensus

or majority as provided in Section 5.1, except in the case where legislation requires non-party member votes. **Stakeholders** shall not cast a vote for decisions subject to voting under Section 5.2.

5.3.3 Decisions of the entire **WRIA 8 Salmon Recovery Council** shall be made using a consensus model as much as possible. Voting of the entire **WRIA 8 Salmon Recovery Council** will be determined by consensus or majority as provided in Section 5.1.

5.3.4 By accepting appointment to the **WRIA 8 Salmon Recovery Council**, **Stakeholders** agree to follow the operating and voting procedures established by Section 4.8 and shall not distribute any version or amendment to the **WRIA 8 Plan** which has not been ratified consistent with Section 6.5.

6. **IMPLEMENTATION and ADAPTIVE MANAGEMENT OF THE WRIA 8 CHINOOK SALMON CONSERVATION PLAN.** The **WRIA 8 Plan** shall be implemented consistent with the following:

6.1 The **WRIA 8 Salmon Recovery Council** shall provide information to the **Parties** regarding progress in achieving the goals and objectives of the **WRIA 8 Plan**. Recommendations of the **WRIA 8 Salmon Recovery Council** are to be consistent with the purposes of this Agreement. The **WRIA 8 Salmon Recovery Council** may authorize additional advisory bodies on priority topics such as subcommittees and work groups.

6.2 The **WRIA 8 Salmon Recovery Council** shall act to approve or remand any **WRIA 8 Plan** amendments prepared and recommended by the committees of the **WRIA 8 Salmon Recovery Council** within ninety (90) calendar days of receipt of the plan amendments, according to the voting procedures described in Section 5. In the event any amendments are not so approved, they shall be returned to the committees of the **WRIA 8 Salmon Recovery Council** for further consideration and amendment and thereafter returned to the **WRIA 8 Salmon Recovery Council** for decision.

6.3 After approval of the **WRIA 8 Plan** amendments by the **WRIA 8 Salmon Recovery Council**, the plan amendments shall be referred to the **Parties** for ratification prior to the submission to any federal or state agency for further action. Ratification means an affirmative action, evidenced by a resolution, motion, or ordinance of the jurisdiction's legislative body, by at least nine (9) jurisdictions within WRIA 8 representing at least seventy per cent (70%) of the total population of WRIA 8. Upon ratification, the **WRIA 8 Salmon Recovery Council** shall transmit the updated **WRIA 8 Plan** to any state or federal agency as may be required for further action.

6.4 In the event that any state or federal agency to which the **WRIA 8 Plan** or amendments thereto are submitted shall remand the **WRIA 8 Plan** or amendments thereto for further consideration, the **WRIA 8 Salmon Recovery Council** shall conduct such further

consideration and may refer the plan or amendments to the committees of the **WRIA 8 Salmon Recovery Council** for recommendation on amendments thereto.

- 6.5 The **Parties** agree that any amendments to the **WRIA 8 Plan** shall not be forwarded separately by any **Party** or **Stakeholder** to any regional, state, or federal agency unless the changes have been approved and ratified as provided herein.

7. **OBLIGATIONS OF PARTIES; BUDGET; FISCAL AGENT; RULES.**

- 7.1 Each **Party** shall be responsible for meeting its individual financial obligations hereunder as described in Section 2.2, and established in the annual budget adopted by the **WRIA 8 Salmon Recovery Council** under this Agreement and described in Section 4.4.
- 7.2 The maximum funding responsibilities imposed upon the **Party** during each year of this Agreement shall not exceed the amounts that are established annually pursuant to Section 4.4 herein.
- 7.3 No later than October 1 of each year of this Agreement, the **WRIA 8 Salmon Recovery Council** shall adopt a budget, including its overhead and administrative costs, for the following calendar year. The budget shall propose the level of funding and other responsibilities (e.g., staffing) of the individual **Parties** for the following calendar year and shall propose the levels of funding and resources to be allocated to specific prioritized planning and implementation activities within WRIA 8. The **Parties** shall thereafter take whatever separate legislative or other actions that may be necessary to timely address such individual responsibilities under the proposed budget and shall have done so no later than December 1 of each such year.
- 7.4 Funds collected from the **Parties** or other sources on behalf of the **WRIA 8 Salmon Recovery Council** shall be maintained in a special fund by King County as **Fiscal Agent** and as *ex officio* treasurer on behalf of the **WRIA 8 Salmon Recovery Council** pursuant to rules and procedures established and agreed to by the **WRIA 8 Salmon Recovery Council**. Such rules and procedures shall set out billing practices and collection procedures and any other procedures as may be necessary to provide for its efficient administration and operation.
- 7.5 Any party to this Agreement may inspect and review all records maintained in connection with such fund at any reasonable time.

8. **LATECOMERS.** Any **Eligible Government** may become a **Party** only with the written consent of all the **Parties**. The provisions of Section 5 otherwise governing decisions of the **WRIA 8 Salmon Recovery Council** shall not apply to this section. The **WRIA 8 Salmon Recovery Council** and the **Eligible Government** seeking to become a party shall jointly determine the terms and conditions under which the **Eligible Government** may become a **Party**. The terms and conditions shall include payment of an amount by the new **Party** to the **Fiscal Agent**. The amount of payment is determined jointly by the **WRIA 8 Salmon Recovery Council** and the new **Party**. The payment of the new **Party** is to be a fair and proportionate share of all costs

associated with activities undertaken by the **WRIA 8 Salmon Recovery Council** and the **Parties** on its behalf as of the date the **Eligible Government** becomes a **Party**. Any **Eligible Government** that becomes a **Party** pursuant to this section shall thereby assume the general rights and responsibilities of all other **Parties** to this Agreement.

9. **TERMINATION.**

9.1 Termination can only occur on an annual basis, beginning on January 1 of each calendar year, and then only if the terminating **Party**, through action of its governing body, provides at least sixty (60) days' prior written notice of its intent to terminate. The terminating **Party** shall remain fully responsible for meeting all of its funding and other obligations through the end of the calendar year in which such notice is given, together with any other costs that may have been incurred on behalf of such terminating **Party** up to the effective date of such termination. It is possible that the makeup of the **Parties** to this Agreement may change from time to time. Regardless of any such changes, the **Parties** choosing not to exercise the right of termination shall each remain obligated to meet their respective share of the obligations of the **WRIA 8 Salmon Recovery Council** as reflected in the annual budget. The shares of any terminating **Party** shall not be the obligation of any of the **Parties** not choosing to exercise the right of termination.

9.2 This Agreement may be terminated at any time by the written agreement of all **Parties**. In the event this Agreement is terminated all unexpended funds shall be refunded to the parties pro rata based on each **Party's** cost share percentage of the total budgeted funds and any real or personal property acquired to carry out the purposes of this Agreement shall be returned to the contributing party if such **Party** can be identified, and if the party cannot be identified, the property shall be disposed of and the proceeds distributed pro rata as described above for unexpended funds.

10. **PROPERTY:** The **Parties** do not contemplate a need to acquire or hold property to facilitate the purpose of this agreement. To the extent property is acquired on behalf of the **WRIA 8 Salmon Recovery Council**, the ownership of said property shall be retained by the purchasing **Party** and said property will be returned to the purchasing **Party** upon termination of the agreement and/or the purchasing **Party's** participation in the agreement.

11. **HOLD HARMLESS AND INDEMNIFICATION.** To the extent permitted by federal law as governing to tribes and state law as to all other **Parties**, and for the limited purposes set forth in this agreement, each **Party** shall protect, defend, hold harmless and indemnify the other **Parties**, their officers, elected officials, agents and employees, while acting within the scope of their employment as such, from and against any and all claims (including demands, suits, penalties, liabilities, damages, costs, expenses, or losses of any kind or nature whatsoever) arising out of or in any way resulting from such **Party's** own negligent acts or omissions related to such **Party's** participation and obligations under this Agreement. Each **Party's** agrees that its obligations

under this subsection extend to any claim, demand, and/or cause of action brought by or on behalf of any of its employees or agents. For this purpose, each **Party**, by mutual negotiation, hereby waives, with respect to the other **Parties** only, any immunity that would otherwise be available against such claims under the industrial insurance act provisions of Title 51 RCW. The provisions of this section shall survive and continue to be applicable to parties exercising the right of termination pursuant to Section 9.

12. **NO ASSUMPTION OF LIABILITY.** In no event do the **Parties** to this Agreement intend to assume any responsibility, risk or liability of any other **Party** to this Agreement or otherwise with regard to any **Party's** duties, responsibilities or liabilities under the Endangered Species Act, or any other act, statute or regulation of any local municipality or government, the State of Washington or the United States.
13. **VOLUNTARY AGREEMENT.** This agreement is voluntary and it is acknowledged and agreed that, in entering into this Agreement, no **Party** is committing to adopt or implement any actions or recommendations that may be contained in the **WRIA 8 Plan** pursuant to this Agreement.
14. **NO PRECLUSION OF ACTIVITIES OR PROJECTS.** Nothing herein shall preclude any one or more of the **Parties** to this Agreement from choosing or agreeing to fund or implement any work, activities or projects associated with any of the purposes hereunder by separate agreement or action, provided that any such decision or agreement shall not impose any funding, participation or other obligation of any kind on any party to this Agreement which is not a **Party** to such decision or agreement.
15. **NO THIRD PARTY RIGHTS.** Nothing contained in this Agreement is intended to, nor shall it be construed to, create any rights in any third party, including without limitation the non-party members, National Marine Fisheries Service, United States Fish and Wildlife Service, any agency or department of the United States, or the State of Washington, or to form the basis for any liability on the part of the **WRIA 8 Salmon Recovery Council** or any of the **Parties**, or their officers, elected officials, agents and employees, to any third party.
16. **AMENDMENTS.** This Agreement may be amended, altered or clarified only by the unanimous consent of the **Parties** to this Agreement, represented by affirmative action by each **Party's** legislative body.
17. **COUNTERPARTS.** This Agreement may be executed in counterparts.
18. **APPROVAL BY PARTIES' GOVERNING BODIES.** The governing body of each **Party** must approve this Agreement before any representative of such **Party** may sign this Agreement.
19. **FILING OF AGREEMENT.** This Agreement shall be filed by King County and Snohomish County in accordance with the provisions of RCW 39.34.040 and .200 and with the terms of Section 3 herein.

20. **Previous Interlocal:** This Agreement shall repeal and replace the ***Parties'*** previous interlocal agreement, which was expected to terminate on December 31, 2024, and was adopted on or about _____.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates indicated below:

Approved as to form:

TOWN OF BEAUX ARTS VILLAGE:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

Approved as to form:

CITY OF BELLEVUE:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

DRAFT

Approved as to form:

CITY OF BOTHELL:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

DRAFT

Approved as to form:

CITY OF CLYDE HILL:

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

DRAFT

Approved as to form:

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Exhibit A - WRIA 8 Interlocal Agreement

Regional Watershed Salmon Recovery Funding

WRIA Based Cost-share: WRIA 8 2025

Final ILA Partner Cost Share for 2025 Budget

Approved by WRIA 8 Salmon Recovery Council on September 19, 2024

WRIA 8 Jurisdiction	Population (Pop)		Assessed Value (AV)		Area (Sq. Mi.)		2025 Cost Share (reflects 3.60% CPI-W estimate) (Average of Pop, AV, Area)	WRIA 8 Jurisdiction	Previous Cost Share % (2022-2024)	2024 Cost Share
Beaux Arts	315	0.02%	\$285,891,000	0.04%	0.08	0.02%	0.03%	\$193	0.02%	\$177
Bellevue	154,600	8.91%	\$96,339,979,101	13.67%	33.53	7.12%	9.90%	\$75,283	9.75%	\$71,532
Bothell	49,550	2.85%	\$17,957,876,264	2.55%	13.67	2.90%	2.77%	\$21,054	2.70%	\$19,849
Clyde Hill	3,115	0.18%	\$4,389,953,700	0.62%	1.06	0.22%	0.34%	\$2,603	0.32%	\$2,363
Edmonds	43,370	2.50%	\$16,549,900,400	2.35%	8.97	1.91%	2.25%	\$17,118	2.22%	\$16,318
Everett	33,485	1.93%	\$6,381,442,800	0.91%	5.20	1.11%	1.31%	\$9,986	1.31%	\$9,604
Hunts Point	460	0.03%	\$1,783,212,000	0.25%	0.29	0.06%	0.11%	\$866	0.10%	\$749
Issaquah	41,290	2.38%	\$17,493,815,787	2.48%	12.11	2.57%	2.48%	\$18,843	2.40%	\$17,596
Kenmore	24,230	1.40%	\$7,459,653,182	1.06%	6.15	1.31%	1.25%	\$9,533	1.24%	\$9,099
Kent	0	0.00%	\$12,761,000	0.00%	0.45	0.10%	0.03%	\$246	0.03%	\$234
King County (Uninc.)	102,707	5.92%	\$35,458,579,530	5.03%	163.04	34.65%	15.20%	\$115,568	15.14%	\$111,131
Kirkland	96,920	5.58%	\$45,311,849,550	6.43%	17.84	3.79%	5.27%	\$40,057	5.08%	\$37,263
Lake Forest Park	13,660	0.79%	\$4,237,895,040	0.60%	3.51	0.75%	0.71%	\$5,409	0.72%	\$5,305
Maple Valley	5,022	0.29%	\$1,155,422,680	0.16%	0.94	0.20%	0.22%	\$1,654	0.19%	\$1,379
Medina	2,925	0.17%	\$6,866,863,700	0.97%	1.41	0.30%	0.48%	\$3,657	0.45%	\$3,308
Mercer Island	25,800	1.49%	\$21,056,678,532	2.99%	6.30	1.34%	1.94%	\$14,732	1.89%	\$13,849
Mill Creek	21,630	1.25%	\$6,848,308,200	0.97%	4.68	0.99%	1.07%	\$8,143	1.03%	\$7,590
Mountlake Terrace	23,810	1.37%	\$5,911,042,400	0.84%	4.16	0.88%	1.03%	\$7,844	0.98%	\$7,158
Mukilteo	21,221	1.22%	\$7,572,645,200	1.07%	5.99	1.27%	1.19%	\$9,046	1.19%	\$8,707
Newcastle	13,610	0.78%	\$5,376,208,083	0.76%	4.46	0.95%	0.83%	\$6,324	0.81%	\$5,922
Redmond	77,490	4.46%	\$36,605,924,250	5.19%	16.56	3.52%	4.39%	\$33,399	4.14%	\$30,393
Renton	70,904	4.08%	\$18,024,891,468	2.56%	14.01	2.98%	3.21%	\$24,382	3.21%	\$23,547
Sammamish	61,452	3.54%	\$26,240,200,285	3.72%	19.09	4.06%	3.77%	\$28,694	3.60%	\$26,414
Seattle	556,865	32.08%	\$233,153,890,428	33.09%	53.00	11.26%	25.48%	\$193,716	27.07%	\$198,707
Shoreline	61,120	3.52%	\$16,722,153,900	2.37%	11.58	2.46%	2.79%	\$21,179	2.78%	\$20,370
Sno. Co. (Uninc.)	213,926	12.32%	\$55,882,188,800	7.93%	55.38	11.77%	10.67%	\$81,163	10.42%	\$76,445
Woodinville	13,830	0.80%	\$6,429,716,438	0.91%	5.66	1.20%	0.97%	\$7,379	0.93%	\$6,810
Woodway	1,340	0.08%	\$1,112,962,100	0.16%	1.09	0.23%	0.16%	\$1,186	0.16%	\$1,152
Yarrow Point	1,135	0.07%	\$2,075,804,200	0.29%	0.36	0.08%	0.15%	\$1,108	0.13%	\$974
Totals	1,735,781	100.0%	\$704,697,710,018	100.0%	470.56	100.0%	100.0%	\$760,366	100.00%	\$733,944
2025 TOTAL							\$760,366			

Population:

- Population estimates are based on 2023 OFM April 1st Estimates and 2023 OFM Small Area Estimate Program (SAEP) data for census blocks.
- Jurisdictions entirely within a WRIA are assigned the 2023 OFM April 1st Estimate directly. Jurisdictions that straddle WRIA boundaries are assigned the percent share of the 2023 OFM April 1st Estimate based on a geographic allocation of census blocks across WRIA boundaries, accounting for water areas and public land where people are unlikely to live.
- Note:** This method was tested against the 2021 ILA Cost Share tables using 2020 OFM data and was determined to be highly comparable for estimating population breakdowns. As OFM releases data every year, and the data spans both King and Snohomish Counties, this is a consistent and repeatable analysis across the entire study area.
- The portion of Kent in WRIA 8 is solely the Kent Watershed and has no population allocated to it.

***Assessed Value & Area:**

Snohomish County: Assessed value is based on Snohomish County Assessor's data March 2021, for market land value + market improvements value
King County: Assessed value is based on King County Assessor's data February 2021, land + improvements value
Assessed value and area (sq. miles) excludes the Upper Cedar River subwatershed.



Lake Washington/Cedar/Sammamish Watershed (WRIA 8)

2024 FACTSHEET

Making our watershed a place where people and salmon can live together – ten years of progress in WRIA 8

The Lake Washington/Cedar/Sammamish Watershed (also referred to as the Water Resource Inventory Area, or WRIA, 8) partnership has actively worked to protect and restore habitat for threatened Chinook salmon and improve watershed health since 2000. The partnership is comprised of 29 local governments, state and federal agencies, community organizations, businesses, and special purpose districts.

WRIA 8 partners are working together for maximum impact

- Guiding implementation of the watershed's salmon recovery plan and identifying the highest priority activities for local, state, and federal grant funding.
- Ensuring partners are knowledgeable about key issues and policies affecting salmon and the most current science informing recovery efforts.
- Providing opportunities for cross-jurisdictional collaboration on high priority restoration activities and legislative outreach.

What's been accomplished in the last 10 years?

Protecting and restoring habitat

200 Grants with **22** Project sponsors

163 Acres planted in riparian

45.3 Total miles riparian treated

4,228 Pieces of wood installed

70.3 Acres of floodplain reconnected

10 Acres of channel/off-channel connected or added

1.2 Miles of levee removed or set back

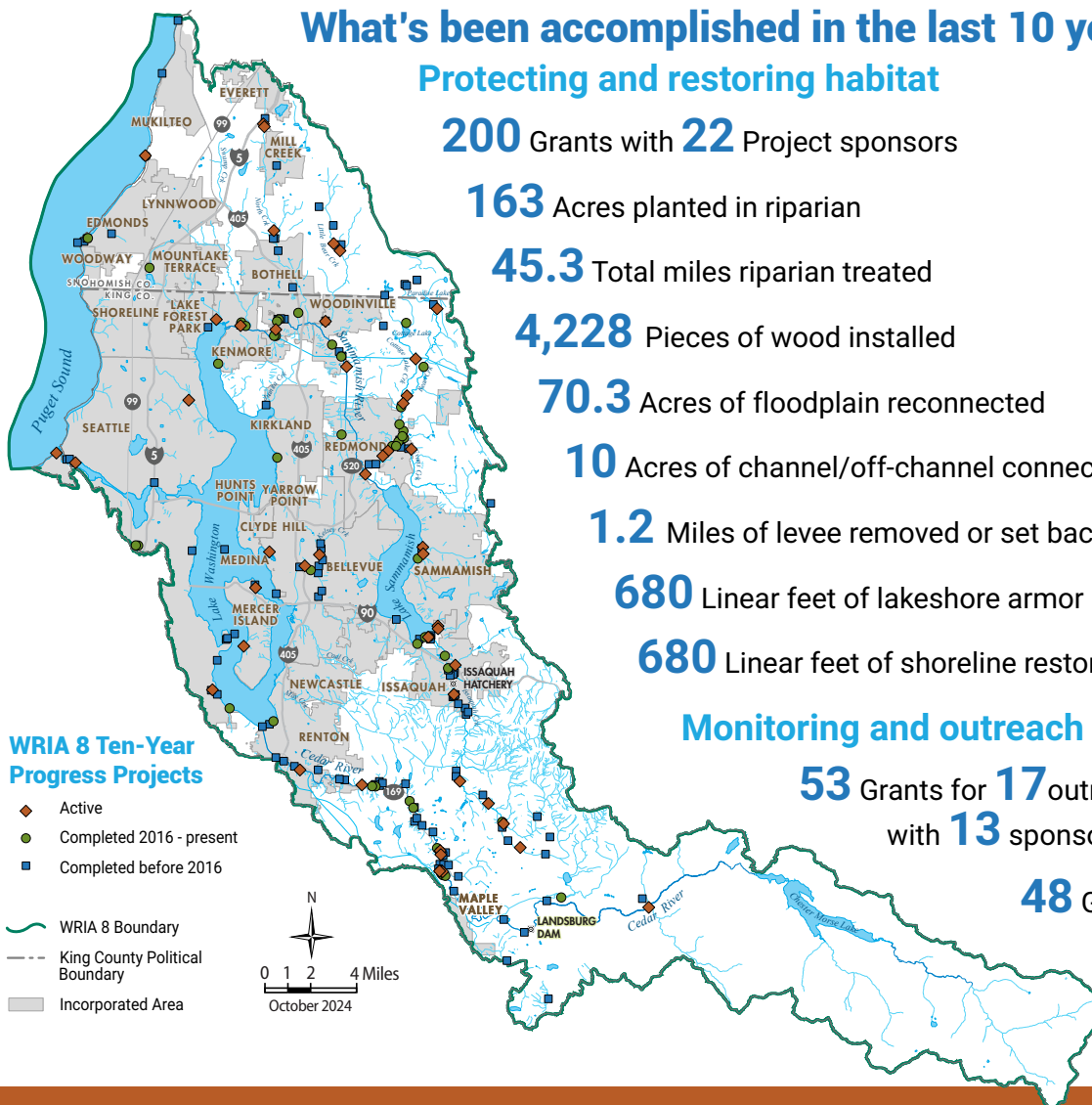
680 Linear feet of lakeshore armor removed

680 Linear feet of shoreline restored

Monitoring and outreach

53 Grants for **17** outreach programs
with **13** sponsors

48 Grants for **26** monitoring
activities and studies
with **10** sponsors



Investing in salmon

Project Type	Number of Grant Awards	Total Grant Funding Awarded	Total Matching Funds
Acquisition	6	\$3,312,971	\$2,972,500
Monitoring	48	\$4,634,772	\$2,325,182
Outreach	53	\$1,410,340	\$2,769,973
Restoration	93	\$28,905,326	\$38,383,693
Grand Total	200	\$38,263,409	\$46,451,348

Table includes grant funding directed by the WRIA 8 Salmon Recovery Council through the King County Flood Control District Cooperative Watershed Management grant program, and the state Salmon Recovery Funding Board and Puget Sound Acquisition and Restoration grant programs.



Riverbend Floodplain Restoration project, pre-planting (Cedar River)



Riverbend Floodplain Restoration project, one year post-construction (Cedar River)

Project highlight: Riverbend floodplain restoration

King County acquired and restored 52 acres of floodplain and a mile-long stretch of the Cedar River east of Renton. They worked with Seattle Public Utilities to remove failing levees, plant over 23,000 trees and 44,000 shrubs, and create side channels that provide slow-water shallow habitat that is ideal for multiple salmon species. This project also improved resiliency to climate change by relocating residents out of harms way and addressing the increasing risk of flood damage to the Cedar River Trail, State Route 169, and underground utilities including a priority regional fiberoptic trunk line.

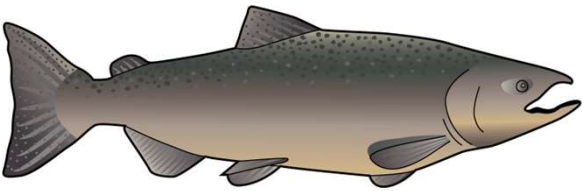


For more information

Jason Mulvihill-Kuntz, Salmon Recovery Manager,
Lake Washington/Cedar/Sammamish Watershed (WRIA 8)
jason.mulvihill-kuntz@kingcounty.gov
206-477-4780

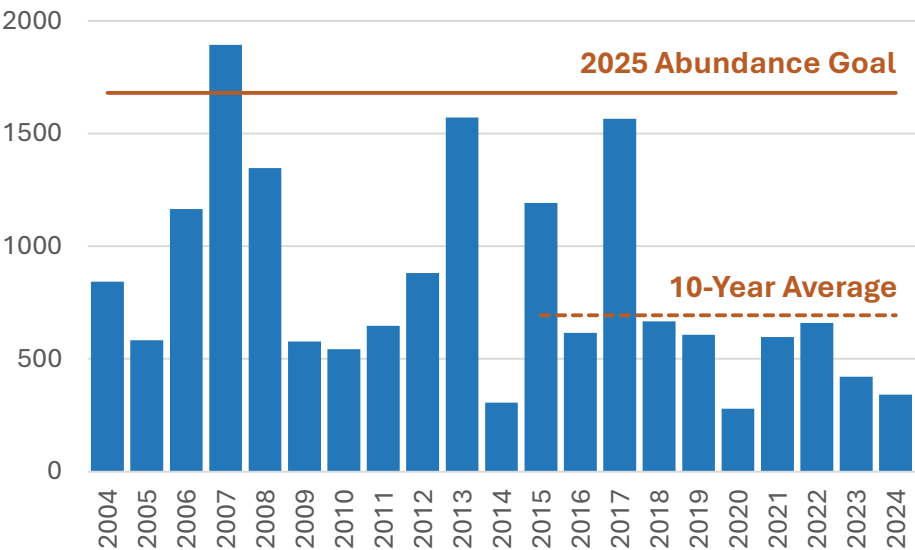
Status of Chinook in the Watershed

WRIA 8 tracks the status and trends of the Cedar River and Sammamish River Chinook salmon populations. Cedar River Chinook are not meeting our adult abundance goal for wild, natural-origin spawners. However, in recent years Chinook returning to the Sammamish Basin consistently meet and exceed the abundance goal for total spawners. Most of the naturally spawning Sammamish Chinook are hatchery salmon.



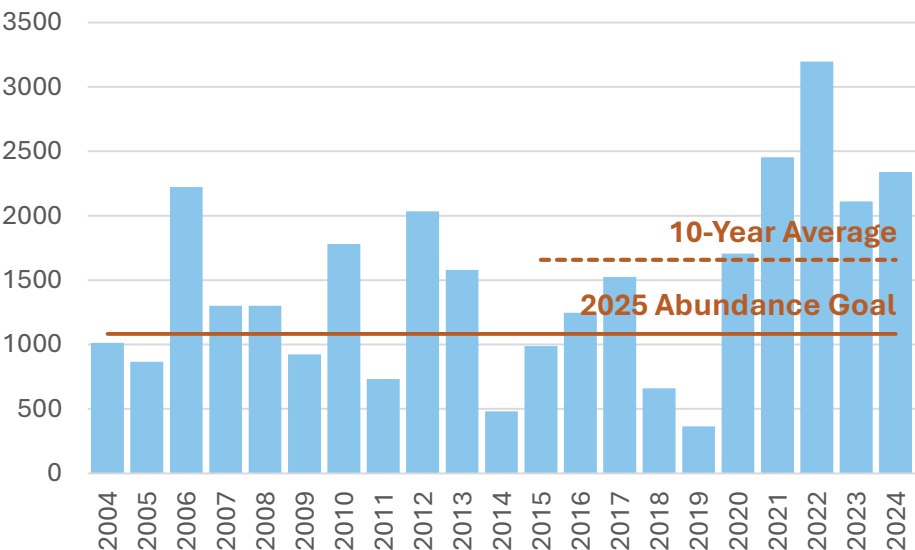
Cedar Population
Adult Spawner Abundance

341* natural-origin Chinook salmon returned to the Cedar River mainstem to spawn in 2024. Only half of the total Cedar spawners were natural-origin in 2024 (53% in 2024; 73% average since 2004).



Sammamish
Population
Adult Spawner Abundance

2,340* total Chinook salmon returned to the Sammamish basin to spawn in 2024. Most Sammamish spawners are hatchery-origin (93% in 2024; 88% average since 2004).



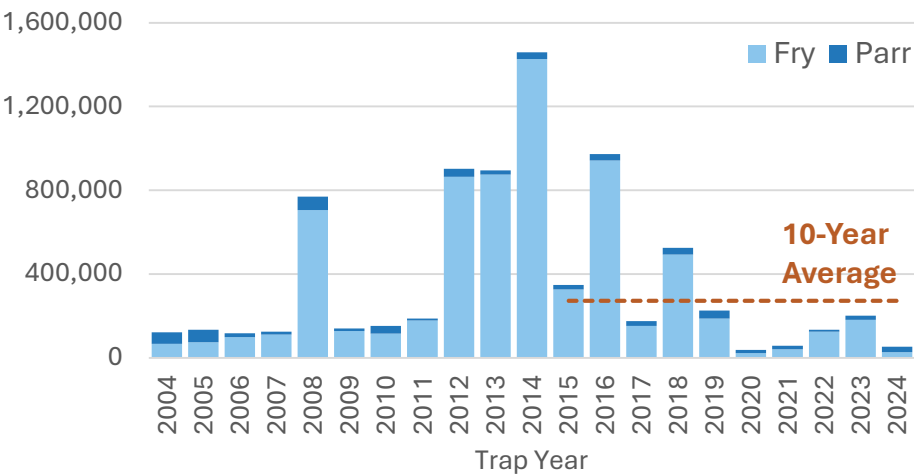
*Annual escapement estimates from Washington Department of Fish and Wildlife. 2024 estimates are preliminary and subject to review.

Status of Chinook in the Watershed

The number of young Chinook migrating down the Cedar River and Bear Creek (offspring of the previous year’s spawning run) declined in 2024. Our goal is to increase the number and proportion of parr (late-season) outmigrants as an indicator of instream rearing capacity.

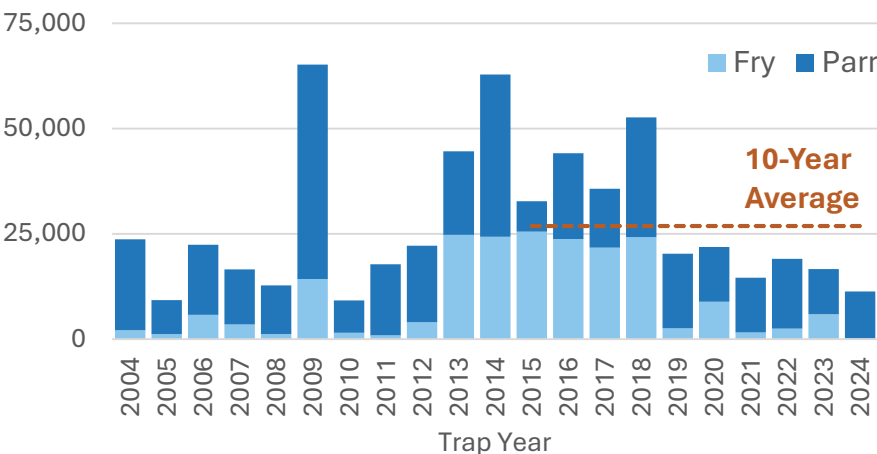
Cedar
Juvenile Abundance

About 52,400* wild juvenile Chinook migrated down the Cedar River in 2024. While the abundance estimate is low and below average, nearly half (49%) of the juveniles were parr migrants, meeting the instream rearing goal for the first time since 2000.



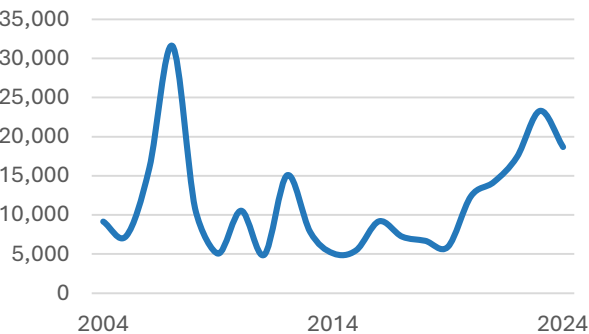
Bear Creek
Juvenile Abundance

About 11,300* wild juvenile Chinook migrated down Bear Creek in 2024. Nearly all (99%) were parr migrants.



*Wild juvenile salmon abundance estimates from Washington Department of Fish and Wildlife. 2024 estimates are preliminary and subject to review.

Adult Chinook Return: Count at the Ballard Locks



Each year WDFW and Muckleshoot Indian Tribe biologists count Lake Washington salmon as they enter freshwater at the Ballard Locks. 18,717 Chinook were counted at the Locks in 2024, the third highest count in 20 years. However, we have seen a growing discrepancy between salmon counted at the Locks and those making it to spawning grounds or the hatchery.

Science Foundation of the WRIA 8 Chinook Conservation Plan

A set of clear strategies based on the best available science guides salmon recovery in WRIA 8. Implementation of strategies should result in measurable improvements in key habitat elements such as: floodplain connectivity, wood in rivers and streams, natural lake shorelines, and areas of cool water refuge. The Technical Committee identifies priority research and monitoring needed to address the greatest stresses and constraints on Chinook salmon and to support key life stages.



Scientist conducts a snorkel survey of juvenile salmon.

Key Constraints to Salmon Recovery in WRIA 8

- Lack of quality floodplain and side channel habitat for instream rearing and refuge.
- Predation by native and non-native fish in lakes Washington and Sammamish and the Ship Canal, with impacts exacerbated by habitat degradation and artificial light at night.
- Physical passage through the Ballard Locks and lethal and sublethal temperatures in the Ship Canal and Sammamish River during adult migration.

WRIA 8 Salmon Recovery Strategies

- **Protect and restore floodplain connectivity**
- **Protect and restore functional riparian vegetation**
- **Protect and restore channel complexity**
- **Restore shallow-water rearing and refuge habitat**
- **Reconnect and enhance creek mouths**
- **Protect and restore cold-water sources and reduce thermal barriers to migration**
- **Improve juvenile and adult survival at the Ballard Locks**
- **Reduce predation on juvenile migrants and lake-rearing fry**
- Remove or reduce impacts of overwater structures
- Remove fish passage barriers
- Protect and restore forest cover and headwater areas
- Provide adequate streamflow
- Restore sediment processes necessary for key life stages
- Restore natural marine shorelines
- Reconnect backshore areas and pocket estuaries
- Protect and restore marine water and sediment quality
- Improve water quality
- Integrate salmon recovery priorities into local and regional planning, regulations, and permitting
- Continue existing and conduct new research, monitoring, and adaptive management on key issues
- Increase awareness of and support for salmon recovery

The Technical Committee identified 8 strategies (bolded) as the most important for reducing critical pressures on the highest priority Chinook life stages.



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-242

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
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DEPARTMENT STAFF:

Public Works	Adnan Shabir	Senior Engineer
Public Works	Aaron Noble	Project Manager
Public Works	Paul Cho	Traffic Operations and Safety Engineering Manager
Public Works	Steve Gibbs	Capital Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Approve Consultant Agreement with David Evans and Associates Inc. for the Pavement Management Project 154th Ave NE from Redmond Way to NE 85th Street (Design Phase)

OVERVIEW STATEMENT:

154th Ave is a key corridor for Redmond and the pavement needs restoration. Public Works is requesting approval of a consultant contract with David Evans and Associates (DEA) for the design phase of the Pavement Management- 154th Ave NE Project No. 2414 in the amount of \$300,492. The project will rehabilitate the asphalt roadway on 154th Ave NE from approximately Redmond Way bridge to NE 85th Street. Public Works is seeking authorization to negotiate and acquire property rights for the project if needed. Property rights may be needed in case ADA curb ramp upgrades are triggered as part of the project and curb ramp improvements go beyond the city right-of-way. Temporary construction permits from private property owners may also be needed in case surface improvements like sidewalk restoration require temporary access to private property. A competitive solicitation was completed, and DEA was selected as the most qualified vendor. This initial agreement includes the cost of the design and property rights acquisition phase. Future supplemental agreement(s) will be for the construction phase and may include construction engineering support, construction management, inspection, and special inspection services.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Capital Investment Program

Community Strategic Plan - Objective #1: Invest in infrastructure preservation and replacement across the City to maintain the current level of service, the reliability of capital assets, and provide timely and cost-effective replacement.

- **Required:**
Council approval is required to award an Architectural and Engineering Services agreement that exceeds \$50,000 (2018 City Resolution 1503).
- **Council Request:**
N/A
- **Other Key Facts:**
Public Works is requesting this item go forward for Council approval at the May 20, 2025, Council business meeting.

Council approved the design and construction grant funds for this project at the business meeting on March 18, 2025.

OUTCOMES:

The constructed project will extend the useful life of the pavement and increase safety for multiple modes of users with the new channelization and new vehicle loop detectors.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
Staff will reach out to the community members adjacent to the project site throughout design and construction.
- **Outreach Methods and Results:**
Staff plans to use flyers, website, and in-person meetings among other outreach methods to keep community informed of the project.
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

Total cost of the Consultant Agreement is \$300,492

Approved in current biennial budget: ☒ **Yes** ☐ **No** ☐ **N/A**

Budget Offer Number:

CIP

Budget Priority:

Vibrant and Connected

Other budget impacts or additional costs: ☐ Yes ☒ No ☐ N/A

If yes, explain:

N/A

Funding source(s):

2025-2030 Approved CIP

Transportation Benefit District: \$243,022

PSRC Federal Grant funds \$1,445,000 (Design and Construction)

Total Funded: \$1,688,022

Budget/Funding Constraints:

Puget Sound Regional Council (PSRC) grant construction obligation deadline is June 1, 2025.

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/20/2025	Business Meeting	Approve

Time Constraints:

Construction funds must be obligated for the grant by June 1, 2026. The design of the project must begin as soon as possible to meet that grant obligation deadline.

ANTICIPATED RESULT IF NOT APPROVED:

The City has federal grants for both the design and construction phases of the project. If this contract is not approved, delays to the project timeline may occur and affect grant obligation requirements. If this project does not get constructed, the pavement preservation project will not occur and pavement deterioration will continue.

ATTACHMENTS:

Attachment A: Pavement Management 154th Ave -Project Information Sheet

Attachment B: Pavement Management 154th Ave -Vicinity Map

Attachment C: Pavement Management 154th Ave- Consultant Agreement

CIP Project Information Sheet

Project Name: Pavement Management - 154th Ave NE (Redmond Way to NE 85th St.)

Project Status: Existing

Functional Area(s): Planning, Transportation

Relevant Plan(s): Transportation Master Plan, ADA Transition Plan

Neighborhood: Downtown

Time Frame: 2024 - 2027

Budget Priority: Vibrant and Connected

Citywide Rank: 53

Functional Area Priority: High

Location: 154th Ave NE from Redmond Way to NE 85th Street

Description:

Asphalt overlay of 1.45 lane-miles with full depth repairs with associated channelization.

Anticipated Outcomes: *Primary:* Asset Protection *Secondary:* Rehabilitation

Finished pavement will have a Pavement Condition Index (PCI) score of 90 or higher. With proper maintenance, pavement is expected to last 20 years.

Request: *Primary Reason(s):* Budget Process

Project was added to CIP with Council approval outside of previous budget process.

Budget:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Original Budget	\$31,127	\$192,916	\$1,028,641	\$435,337					\$1,688,022
Approved Changes									
Current Approved Budget	\$31,127	\$192,916	\$1,028,641	\$435,337					\$1,688,022
Proposed New Budget	\$23,944	\$200,102	\$732,365	\$731,611					\$1,688,022
Proposed changes due to	___ Scope Change	___ Schedule Change	___ Budget Change						

Project Phasing:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Preliminary Design (0-30%)	\$23,944	\$47,890							\$71,834
Right of Way		\$18,418							\$18,418
Design (31-100%)		\$82,092	\$205,230						\$287,322
Construction			\$358,127	\$562,777					\$920,904
Contingency		\$51,702	\$169,008	\$168,834					\$389,544
Total	\$23,944	\$200,102	\$732,365	\$731,611					\$1,688,022

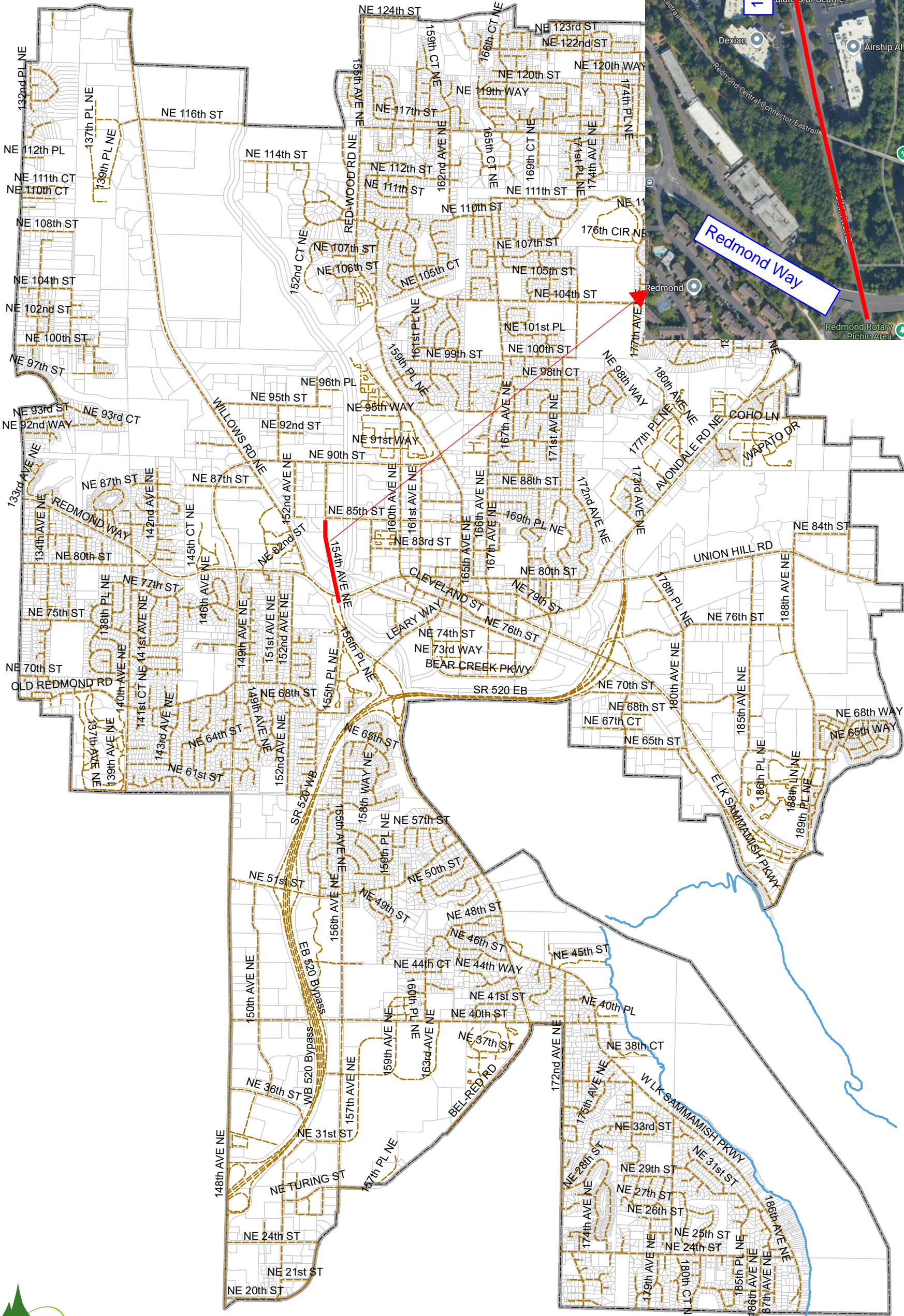
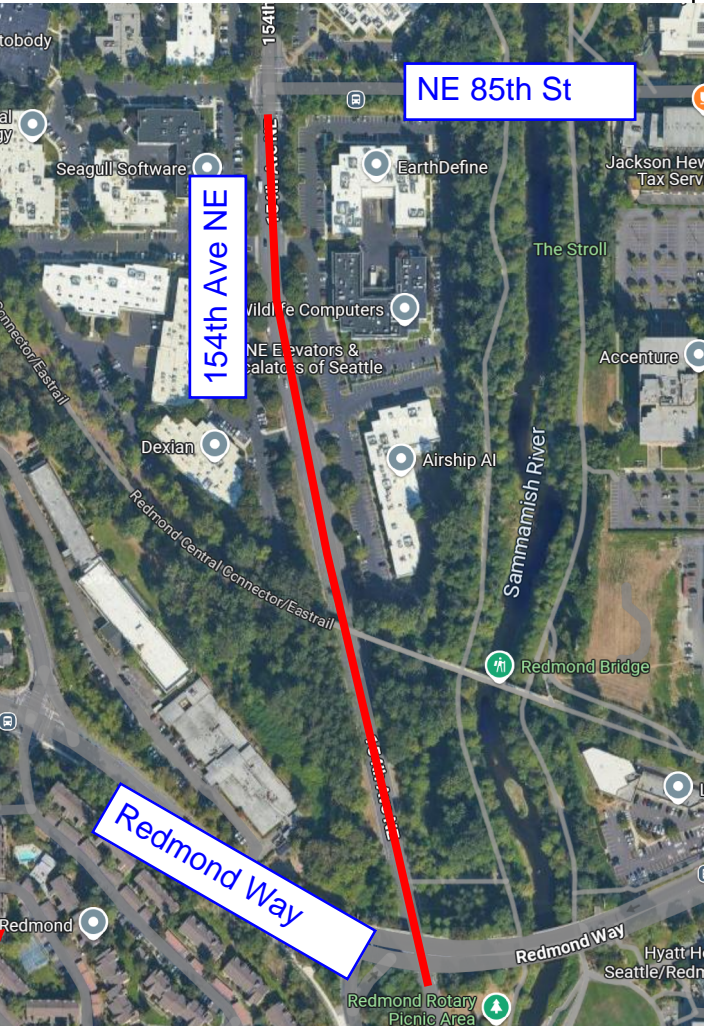
Estimated M&O Impacts:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Cost									

Explanation:

Proposed Funding Sources:	Prior	2025-2030	Future	Total
Transportation Benefit District	\$23,944	\$219,078		\$243,022
Grant		\$1,445,000		\$1,445,000
Total	\$23,944	\$1,664,078		\$1,688,022

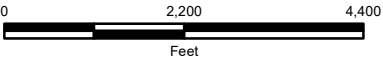


Pavement Management Project- 154th Ave NE- Redmond Way to NE 85th Street



Disclaimer: This map is created and maintained by GIS Services Group, Finance and Information Services, City of Redmond, Washington, for reference purposes only.

The City makes no guarantee as to the accuracy of the features shown on this map.



Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement

Agreement Number: _____

Firm/Organization Legal Name (do not use dba's):		
Address	Federal Aid Number	
UBI Number	Federal TIN	
Execution Date	Completion Date	
1099 Form Required <input type="checkbox"/> Yes <input type="checkbox"/> No	Federal Participation <input type="checkbox"/> Yes <input type="checkbox"/> No	
Project Title		
Description of Work		
<input type="checkbox"/> Yes <input type="checkbox"/> Yes <input type="checkbox"/> Yes <input type="checkbox"/> Yes	<input type="checkbox"/> No DBE Participation <input type="checkbox"/> No MBE Participation <input type="checkbox"/> No WBE Participation <input type="checkbox"/> No SBE Participation	Maximum Amount Payable:

Index of Exhibits

Exhibit A	Scope of Work
Exhibit B	DBE Participation Voluntary SBE Participation
Exhibit C	Preparation and Delivery of Electronic Engineering and Other Data
Exhibit D	Prime Consultant Cost Computations
Exhibit E	Sub-consultant Cost Computations
Exhibit F	Title VI Assurances
Exhibit G	Certification Documents
Exhibit H	Liability Insurance Increase not applicable
Exhibit I	Alleged Consultant Design Error Procedures
Exhibit J	Consultant Claim Procedures

THIS AGREEMENT, made and entered into as shown in the “Execution Date” box on page one (1) of this AGREEMENT, between the _____, hereinafter called the “AGENCY,” and the “Firm / Organization Name” referenced on page one (1) of this AGREEMENT, hereinafter called the “CONSULTANT.”

WHEREAS, the AGENCY desires to accomplish the work referenced in “Description of Work” on page one (1) of this AGREEMENT and hereafter called the “SERVICES;” and does not have sufficient staff to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary SERVICES; and

WHEREAS, the CONSULTANT represents that they comply with the Washington State Statutes relating to professional registration, if applicable, and has signified a willingness to furnish consulting services to the AGENCY.

NOW, THEREFORE, in consideration of the terms, conditions, covenants, and performance contained herein, or attached and incorporated and made a part hereof, the parties hereto agree as follows:

I. General Description of Work

The work under this AGREEMENT shall consist of the above-described SERVICES as herein defined, and necessary to accomplish the completed work for this project. The CONSULTANT shall furnish all services, labor, and related equipment and, if applicable, sub-consultants and subcontractors necessary to conduct and complete the SERVICES as designated elsewhere in this AGREEMENT.

II. General Scope of Work

The Scope of Work and projected level of effort required for these SERVICES is described in Exhibit “A” attached hereto and by this reference made a part of this AGREEMENT. The General Scope of Work was developed utilizing performance based contracting methodologies.

III. General Requirements

All aspects of coordination of the work of this AGREEMENT with outside agencies, groups, or individuals shall receive advance approval by the AGENCY. Necessary contacts and meetings with agencies, groups, and/or individuals shall be coordinated through the AGENCY. The CONSULTANT shall attend coordination, progress, and presentation meetings with the AGENCY and/or such State, Federal, Community, City, or County officials, groups or individuals as may be requested by the AGENCY. The AGENCY will provide the CONSULTANT sufficient notice prior to meetings requiring CONSULTANT participation. The minimum required hours or days’ notice shall be agreed to between the AGENCY and the CONSULTANT and shown in Exhibit “A.”

The CONSULTANT shall prepare a monthly progress report, in a form approved by the AGENCY, which will outline in written and graphical form the various phases and the order of performance of the SERVICES in sufficient detail so that the progress of the SERVICES can easily be evaluated.

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations, and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

Participation for Disadvantaged Business Enterprises (DBE) or Small Business Enterprises (SBE), if required, per 49 CFR Part 26, shall be shown on the heading of this AGREEMENT. If DBE firms are utilized at the commencement of this AGREEMENT, the amounts authorized to each firm and their certification number will be shown on Exhibit “B” attached hereto and by this reference made part of this AGREEMENT. If the Prime CONSULTANT is, a DBE certified firm they must comply with the Commercial Useful Function (CUF) regulation outlined in the AGENCY’s “DBE Program Participation Plan” and perform a minimum of 30% of the total amount of this AGREEMENT. It is recommended, but not required, that non-DBE Prime CONSULTANTS perform a minimum of 30% of the total amount of this AGREEMENT.

In the absence of a mandatory DBE goal, a voluntary SBE goal amount of ten percent of the Consultant Agreement is established. The Consultant shall develop a SBE Participation Plan prior to commencing work. Although the goal is voluntary, the outreach efforts to provide SBE maximum practicable opportunities are not.

The CONSULTANT, on a monthly basis, shall enter the amounts paid to all firms (including Prime) involved with this AGREEMENT into the wsdot.diversitycompliance.com program. Payment information shall identify any DBE Participation.

All Reports, PS&E materials, and other data furnished to the CONSULTANT by the AGENCY shall be returned. All electronic files, prepared by the CONSULTANT, must meet the requirements as outlined in Exhibit “C – Preparation and Delivery of Electronic Engineering and other Data.”

All designs, drawings, specifications, documents, and other work products, including all electronic files, prepared by the CONSULTANT prior to completion or termination of this AGREEMENT are instruments of service for these SERVICES, and are the property of the AGENCY. Reuse by the AGENCY or by others, acting through or on behalf of the AGENCY of any such instruments of service, not occurring, as a part of this SERVICE, shall be without liability or legal exposure to the CONSULTANT.

Any and all notices or requests required under this AGREEMENT shall be made in writing and sent to the other party by (i) certified mail, return receipt requested, or (ii) by email or facsimile, to the address set forth below:

If to AGENCY:			If to CONSULTANT:		
Name:			Name:		
Agency:			Agency:		
Address:			Address:		
City:	State:	Zip:	City:	State:	Zip:
Email:			Email:		
Phone:			Phone:		
Facsimile:			Facsimile:		

IV. Time for Beginning and Completion

The CONSULTANT shall not begin any work under the terms of this AGREEMENT until authorized in writing by the AGENCY. All work under this AGREEMENT shall conform to the criteria agreed upon detailed in the AGREEMENT documents. These SERVICES must be completed by the date shown in the heading of this AGREEMENT titled “Completion Date.”

The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the AGENCY in the event of a delay attributable to the AGENCY, or because of unavoidable delays caused by an act of GOD, governmental actions, or other conditions beyond the control of the CONSULTANT. A prior supplemental AGREEMENT issued by the AGENCY is required to extend the established completion time.

V. Payment Provisions

The CONSULTANT shall be paid by the AGENCY for completed SERVICES rendered under this AGREEMENT as provided hereinafter. Such payment shall be full compensation for SERVICES performed or SERVICES rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete SERVICES. The CONSULTANT shall conform to all applicable portions of 48 CFR Part 31 (www.ecfr.gov).

- A. Hourly Rates: Hourly rates are comprised of the following elements - Direct (Raw) Labor, Indirect Cost Rate, and Fee (Profit). The CONSULTANT shall be paid by the AGENCY for work done, based upon the negotiated hourly rates shown in Exhibits “D” and “E” attached hereto and by reference made part of this AGREEMENT. These negotiated hourly rates will be accepted based on a review of the CONSULTANT’s direct labor rates and indirect cost rate computations and agreed upon fee. The accepted negotiated rates shall be memorialized in a final written acknowledgment between the parties. Such final written acknowledgment shall be incorporated into, and become a part of, this AGREEMENT. The initially accepted negotiated rates shall be applicable from the approval date, as memorialized in a final written acknowledgment, to 180 days following the CONSULTANT’s fiscal year end (FYE) date.

The direct (raw) labor rates and classifications, as shown on Exhibits “D” and “E” shall be subject to renegotiations for each subsequent twelve (12) month period (180 days following FYE date to 180 days following FYE date) upon written request of the CONSULTANT or the AGENCY. The written request must be made to the other party within ninety (90) days following the CONSULTANT’s FYE date. If no such written request is made, the current direct (raw) labor rates and classifications as shown on Exhibits “D” and “E” will remain in effect for the twelve (12) month period.

Conversely, if a timely request is made in the manner set forth above, the parties will commence negotiations to determine the new direct (raw) labor rates and classifications that will be applicable for the twelve (12) month period. Any agreed to renegotiated rates shall be memorialized in a final written acknowledgment between the parties. Such final written acknowledgment shall be incorporated into, and become a part of, this AGREEMENT. If requested, the CONSULTANT shall provide current payroll register and classifications to aid in negotiations. If the parties cannot reach an agreement on the direct (raw) labor rates and classifications, the AGENCY shall perform an audit of the CONSULTANT’s books and records to determine the CONSULTANT’s actual costs. The audit findings will establish the direct (raw) labor rates and classifications that will be applicable for the twelve (12) month period.

The fee as identified in Exhibits “D” and “E” shall represent a value to be applied throughout the life of the AGREEMENT.

The CONSULTANT shall submit annually to the AGENCY an updated indirect cost rate within 180 days of the close of its fiscal year. An approved updated indirect cost rate shall be included in the current fiscal year rate under this AGREEMENT, even if/when other components of the hourly rate are not renegotiated. These rates will be applicable for the twelve (12) month period. At the AGENCY’s option, a provisional and/or conditional indirect cost rate may be negotiated. This provisional or conditional indirect rate shall remain in effect until the updated indirect cost rate is completed and approved. Indirect cost rate costs incurred during the provisional or conditional period will not be adjusted. The CONSULTANT may request an extension of the last approved indirect cost rate for the twelve (12) month period. These requests for provisional indirect cost rate and/or extension will be considered on a case-by-case basis, and if granted, will be memorialized in a final written acknowledgment.

The CONSULTANT shall maintain and have accessible support data for verification of the components of the hourly rates, i.e., direct (raw) labor, indirect cost rate, and fee (profit) percentage. The CONSULTANT shall bill each employee’s actual classification, and actual salary plus indirect cost rate plus fee.

- A. **Direct Non-Salary Costs:** Direct Non-Salary Costs will be reimbursed at the actual cost to the CONSULTANT. These charges may include, but are not limited to, the following items: travel, printing, long distance telephone, supplies, computer charges, and fees of sub-consultants. Air or train travel will be reimbursed only to lowest price available, unless otherwise approved by the AGENCY. The CONSULTANT shall comply with the rules and regulations regarding travel costs (excluding air, train, and rental car costs) in accordance with the WSDOT's Accounting Manual M 13-82, Chapter 10 – Travel Rules and Procedures, and all revisions thereto. Air, train, and rental car costs shall be reimbursed in accordance with 48 Code of Federal Regulations (CFR) Part 31.205-46 "Travel Costs." The billing for Direct Non-salary Costs shall include an itemized listing of the charges directly identifiable with these SERVICES. The CONSULTANT shall maintain the original supporting documents in their office. Copies of the original supporting documents shall be supplied to the STATE upon request. All above charges must be necessary for the SERVICES provided under this AGREEMENT.
- B. **Maximum Amount Payable:** The Maximum Amount Payable by the AGENCY to the CONSULTANT under this AGREEMENT shall not exceed the amount shown in the heading of this AGREEMENT on page one (1.) The Maximum Amount Payable does not include payment for extra work as stipulated in section XIII, "Extra Work." No minimum amount payable is guaranteed under this AGREEMENT.
- C. **Monthly Progress Payments:** Progress payments may be claimed on a monthly basis for all costs authorized in A and B above. Detailed statements shall support the monthly billings for hours expended at the rates established in Exhibit "D," including names and classifications of all employees, and billings for all direct non-salary expenses. To provide a means of verifying the billed salary costs for the CONSULTANT's employees, the AGENCY may conduct employee interviews. These interviews may consist of recording the names, titles, salary rates, and present duties of those employees performing work on the SERVICES at the time of the interview.
- D. **Final Payment:** Final Payment of any balance due the CONSULTANT of the gross amount earned will be made promptly upon its verification by the AGENCY after the completion of the SERVICES under this AGREEMENT, contingent upon receipt of all PS&E, plans, maps, notes, reports, electronic data, and other related documents, which are required to be furnished under this AGREEMENT. Acceptance of such Final Payment by the CONSULTANT shall constitute a release of all claims for payment, which the CONSULTANT may have against the AGENCY unless such claims are specifically reserved in writing and transmitted to the AGENCY by the CONSULTANT prior to its acceptance. Said Final Payment shall not, however, be a bar to any claims that the AGENCY may have against the CONSULTANT or to any remedies the AGENCY may pursue with respect to such claims.

The payment of any billing will not constitute agreement as to the appropriateness of any item and at the time of final audit all required adjustments will be made and reflected in a final payment. In the event that such final audit reveals an overpayment to the CONSULTANT, the CONSULTANT will refund such overpayment to the AGENCY within thirty (30) calendar days of notice of the overpayment. Such refund shall not constitute a waiver by the CONSULTANT for any claims relating to the validity of a finding by the AGENCY of overpayment. Per WSDOT's "Audit Guide for Consultants," Chapter 23 "Resolution Procedures," the CONSULTANT has twenty (20) working days after receipt of the final Post Audit to begin the appeal process to the AGENCY for audit findings

E. **Inspection of Cost Records:** The CONSULTANT and their sub-consultants shall keep available for inspection by representatives of the AGENCY and the United States, for a period of six (6) years after receipt of final payment, the cost records and accounts pertaining to this AGREEMENT and all items related to or bearing upon these records with the following exception: if any litigation, claim or audit arising out of, in connection with, or related to this AGREEMENT is initiated before the expiration of the six (6) year period, the cost records and accounts shall be retained until such litigation, claim, or audit involving the records is completed. An interim or post audit may be performed on this AGREEMENT. The audit, if any, will be performed by the State Auditor, WSDOT's Internal Audit Office and /or at the request of the AGENCY's Project Manager.

VI. Sub-Contracting

The AGENCY permits subcontracts for those items of SERVICES as shown in Exhibit “A” attached hereto and by this reference made part of this AGREEMENT.

The CONSULTANT shall not subcontract for the performance of any SERVICE under this AGREEMENT without prior written permission of the AGENCY. No permission for subcontracting shall create, between the AGENCY and sub-consultant, any contract or any other relationship.

Compensation for this sub-consultant SERVICES shall be based on the cost factors shown on Exhibit “E” attached hereto and by this reference made part of this AGREEMENT.

The SERVICES of the sub-consultant shall not exceed its maximum amount payable identified in each sub consultant cost estimate unless a prior written approval has been issued by the AGENCY.

All reimbursable direct labor, indirect cost rate, direct non-salary costs and fee costs for the sub-consultant shall be negotiated and substantiated in accordance with section V “Payment Provisions” herein and shall be memorialized in a final written acknowledgment between the parties

All subcontracts shall contain all applicable provisions of this AGREEMENT, and the CONSULTANT shall require each sub-consultant or subcontractor, of any tier, to abide by the terms and conditions of this AGREEMENT. With respect to sub-consultant payment, the CONSULTANT shall comply with all applicable sections of the STATE’s Prompt Payment laws as set forth in RCW 39.04.250 and RCW 39.76.011.

The CONSULTANT, sub-recipient, or sub-consultant shall not discriminate on the basis of race, color, national origin, or sex in the performance of this AGREEMENT. The CONSULTANT shall carry out applicable requirements of 49 CFR Part 26 in the award and administration of DOT-assisted contracts. Failure by the CONSULTANT to carry out these requirements is a material breach of this AGREEMENT, which may result in the termination of this AGREEMENT or such other remedy as the recipient deems appropriate.

VII. Employment and Organizational Conflict of Interest

The CONSULTANT warrants that they have not employed or retained any company or person, other than a bona fide employee working solely for the CONSULTANT, to solicit or secure this contract, and that it has not paid or agreed to pay any company or person, other than a bona fide employee working solely for the CONSULTANT, any fee, commission, percentage, brokerage fee, gift, or any other consideration, contingent upon or resulting from the award or making of this agreement. For breach or violation of this warrant, the AGENCY shall have the right to annul this AGREEMENT without liability or, in its discretion, to deduct from this AGREEMENT price or consideration or otherwise recover the full amount of such fee, commission, percentage, brokerage fee, gift, or contingent fee.

Any and all employees of the CONSULTANT or other persons while engaged in the performance of any work or services required of the CONSULTANT under this AGREEMENT, shall be considered employees of the CONSULTANT only and not of the AGENCY, and any and all claims that may arise under any Workmen’s Compensation Act on behalf of said employees or other persons while so engaged, and any and all claims made by a third party as a consequence of any act or omission on the part of the CONSULTANT’s employees or other persons while so engaged on any of the work or services provided to be rendered herein, shall be the sole obligation and responsibility of the CONSULTANT.

The CONSULTANT shall not engage, on a full- or part-time basis, or other basis, during the period of this AGREEMENT, any professional or technical personnel who are, or have been, at any time during the period of this AGREEMENT, in the employ of the United States Department of Transportation or the AGENCY, except regularly retired employees, without written consent of the public employer of such person if he/she will be working on this AGREEMENT for the CONSULTANT.

Agreement Number:

VIII. Nondiscrimination

During the performance of this AGREEMENT, the CONSULTANT, for itself, its assignees, sub-consultants, subcontractors and successors in interest, agrees to comply with the following laws and regulations:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. Chapter 21 Subchapter V § 2000d through 2000d-4a)
- Federal-aid Highway Act of 1973 (23 U.S.C. Chapter 3 § 324)
- Rehabilitation Act of 1973 (29 U.S.C. Chapter 16 Subchapter V § 794)
- Age Discrimination Act of 1975 (42 U.S.C. Chapter 76 § 6101 *et. seq.*)
- Civil Rights Restoration Act of 1987 (Public Law 100-259)
- American with Disabilities Act of 1990 (42 U.S.C. Chapter 126 § 12101 *et. seq.*)
- 23 CFR Part 200
- 49 CFR Part 21
- 49 CFR Part 26
- RCW 49.60.180

In relation to Title VI of the Civil Rights Act of 1964, the CONSULTANT is bound by the provisions of Exhibit “F” attached hereto and by this reference made part of this AGREEMENT, and shall include the attached Exhibit “F” in every sub-contract, including procurement of materials and leases of equipment, unless exempt by the Regulations or directives issued pursuant thereto.

IX. Termination of Agreement

The right is reserved by the AGENCY to terminate this AGREEMENT at any time with or without cause upon ten (10) days written notice to the CONSULTANT.

In the event this AGREEMENT is terminated by the AGENCY, other than for default on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for actual hours charged at the time of termination of this AGREEMENT, plus any direct non-salary costs incurred up to the time of termination of this AGREEMENT.

No payment shall be made for any SERVICES completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. If the accumulated payment made to the CONSULTANT prior to Notice of Termination exceeds the total amount that would be due when computed as set forth in paragraph two (2) of this section, then no final payment shall be due and the CONSULTANT shall immediately reimburse the AGENCY for any excess paid.

If the services of the CONSULTANT are terminated by the AGENCY for default on the part of the CONSULTANT, the above formula for payment shall not apply.

In the event of a termination for default, the amount to be paid to the CONSULTANT shall be determined by the AGENCY with consideration given to the actual costs incurred by the CONSULTANT in performing SERVICES to the date of termination, the amount of SERVICES originally required which was satisfactorily completed to date of termination, whether that SERVICE is in a form or a type which is usable to the AGENCY at the time of termination, the cost to the AGENCY of employing another firm to complete the SERVICES required and the time which may be required to do so, and other factors which affect the value to the AGENCY of the SERVICES performed at the time of termination. Under no circumstances shall payment made under this subsection exceed the amount, which would have been made using the formula set forth in paragraph two (2) of this section.

If it is determined for any reason, that the CONSULTANT was not in default or that the CONSULTANT’s failure to perform is without the CONSULTANT’s or its employee’s fault or negligence, the termination shall be deemed to be a termination for the convenience of the AGENCY. In such an event, the CONSULTANT would be reimbursed for actual costs in accordance with the termination for other than default clauses listed previously.

The CONSULTANT shall, within 15 days, notify the AGENCY in writing, in the event of the death of any member, partner, or officer of the CONSULTANT or the death or change of any of the CONSULTANT's supervisory and/or other key personnel assigned to the project or disaffiliation of any principally involved CONSULTANT employee.

The CONSULTANT shall also notify the AGENCY, in writing, in the event of the sale or transfer of 50% or more of the beneficial ownership of the CONSULTANT within 15 days of such sale or transfer occurring. The CONSULTANT shall continue to be obligated to complete the SERVICES under the terms of this AGREEMENT unless the AGENCY chooses to terminate this AGREEMENT for convenience or chooses to renegotiate any term(s) of this AGREEMENT. If termination for convenience occurs, final payment will be made to the CONSULTANT as set forth in the second and third paragraphs of this section.

Payment for any part of the SERVICES by the AGENCY shall not constitute a waiver by the AGENCY of any remedies of any type it may have against the CONSULTANT for any breach of this AGREEMENT by the CONSULTANT, or for failure of the CONSULTANT to perform SERVICES required of it by the AGENCY.

Forbearance of any rights under the AGREEMENT will not constitute waiver of entitlement to exercise those rights with respect to any future act or omission by the CONSULTANT.

X. Changes of Work

The CONSULTANT shall make such changes and revisions in the completed work of this AGREEMENT as necessary to correct errors appearing therein, without additional compensation thereof. Should the AGENCY find it desirable for its own purposes to have previously satisfactorily completed SERVICES or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the AGENCY. This work shall be considered as Extra Work and will be paid for as herein provided under section XIII "Extra Work."

XI. Disputes

Any disputed issue not resolved pursuant to the terms of this AGREEMENT shall be submitted in writing within 10 days to the Director of Public Works or AGENCY Engineer, whose decision in the matter shall be final and binding on the parties of this AGREEMENT; provided however, that if an action is brought challenging the Director of Public Works or AGENCY Engineer's decision, that decision shall be subject to judicial review. If the parties to this AGREEMENT mutually agree, disputes concerning alleged design errors will be conducted under the procedures found in Exhibit "J". In the event that either party deem it necessary to institute legal action or proceeding to enforce any right or obligation under this AGREEMENT, this action shall be initiated in the Superior Court of the State of Washington, situated in the county in which the AGENCY is located. The parties hereto agree that all questions shall be resolved by application of Washington law and that the parties have the right of appeal from such decisions of the Superior Court in accordance with the laws of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, situated in the county in which the AGENCY is located.

XII. Legal Relations

The CONSULTANT, any sub-consultants, and the AGENCY shall comply with all Federal, State, and local laws, rules, codes, regulations and all AGENCY policies and directives, applicable to the work to be performed under this AGREEMENT. This AGREEMENT shall be interpreted and construed in accordance with the laws of the State of Washington.

The CONSULTANT shall defend, indemnify, and hold the State of Washington (STATE) and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the negligence of, or the breach of any obligation under this AGREEMENT by, the CONSULTANT or the CONSULTANT's agents, employees, sub consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable; provided that nothing herein shall require a CONSULTANT

to defend or indemnify the STATE and the AGENCY and their officers and employees against and hold harmless the STATE and the AGENCY and their officers and employees from claims, demands or suits based solely upon the negligence of, or breach of any obligation under this AGREEMENT by the STATE and the AGENCY, their agents, officers, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the STATE and /or the AGENCY may be legally liable; and provided further that if the claims or suits are caused by or result from the concurrent negligence of (a) the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT is legally liable, and (b) the STATE and/or AGENCY, their agents, officers, employees, sub-consultants, subcontractors and or vendors, of any tier, or any other persons for whom the STATE and/or AGENCY may be legally liable, the defense and indemnity obligation shall be valid and enforceable only to the extent of the CONSULTANT's negligence or the negligence of the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable. This provision shall be included in any AGREEMENT between CONSULTANT and any sub-consultant, subcontractor and vendor, of any tier.

The CONSULTANT shall also defend, indemnify, and hold the STATE and the AGENCY and their officers and employees harmless from all claims, demands, or suits at law or equity arising in whole or in part from the alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions by the CONSULTANT or the CONSULTANT's agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable, in performance of the Work under this AGREEMENT or arising out of any use in connection with the AGREEMENT of methods, processes, designs, information or other items furnished or communicated to STATE and/or the AGENCY, their agents, officers and employees pursuant to the AGREEMENT; provided that this indemnity shall not apply to any alleged patent or copyright infringement or other allegedly improper appropriation or use of trade secrets, patents, proprietary information, know-how, copyright rights or inventions resulting from STATE and/or AGENCY's, their agents', officers and employees' failure to comply with specific written instructions regarding use provided to STATE and/or AGENCY, their agents, officers and employees by the CONSULTANT, its agents, employees, sub-consultants, subcontractors or vendors, of any tier, or any other persons for whom the CONSULTANT may be legally liable.

The CONSULTANT's relation to the AGENCY shall be at all times as an independent contractor.

Notwithstanding any determination by the Executive Ethics Board or other tribunal, the AGENCY may, in its sole discretion, by written notice to the CONSULTANT terminate this AGREEMENT if it is found after due notice and examination by the AGENCY that there is a violation of the Ethics in Public Service Act, Chapter 42.52 RCW; or any similar statute involving the CONSULTANT in the procurement of, or performance under, this AGREEMENT.

The CONSULTANT specifically assumes potential liability for actions brought by the CONSULTANT's own employees or its agents against the STATE and/or the AGENCY and, solely for the purpose of this indemnification and defense, the CONSULTANT specifically waives any immunity under the state industrial insurance law, Title 51 RCW. The Parties have mutually negotiated this waiver.

Unless otherwise specified in this AGREEMENT, the AGENCY shall be responsible for administration of construction contracts, if any, on the project. Subject to the processing of a new sole source, or an acceptable supplemental AGREEMENT, the CONSULTANT shall provide On-Call assistance to the AGENCY during contract administration. By providing such assistance, the CONSULTANT shall assume no responsibility for proper construction techniques, job site safety, or any construction contractor's failure to perform its work in accordance with the contract documents.

The CONSULTANT shall obtain and keep in force during the terms of this AGREEMENT, or as otherwise required, the following insurance with companies or through sources approved by the State Insurance Commissioner pursuant to Title 48 RCW.

Insurance Coverage

- A. Worker's compensation and employer's liability insurance as required by the STATE.
- B. Commercial general liability insurance written under ISO Form CG 00 01 12 04 or its equivalent with minimum limits of one million dollars (\$1,000,000.00) per occurrence and two million dollars (\$2,000,000.00) in the aggregate for each policy period.
- C. Business auto liability insurance written under ISO Form CG 00 01 10 01 or equivalent providing coverage for any "Auto" (Symbol 1) used in an amount not less than a one million dollar (\$1,000,000.00) combined single limit for each occurrence.

Excepting the Worker's Compensation Insurance and any Professional Liability Insurance, the STATE and AGENCY, their officers, employees, and agents will be named on all policies of CONSULTANT and any sub-consultant and/or subcontractor as an additional insured (the "AIs"), with no restrictions or limitations concerning products and completed operations coverage. This coverage shall be primary coverage and non-contributory and any coverage maintained by the AIs shall be excess over, and shall not contribute with, the additional insured coverage required hereunder. The CONSULTANT's and the sub-consultant's and/or subcontractor's insurer shall waive any and all rights of subrogation against the AIs. The CONSULTANT shall furnish the AGENCY with verification of insurance and endorsements required by this AGREEMENT. The AGENCY reserves the right to require complete, certified copies of all required insurance policies at any time.

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. The CONSULTANT shall submit a verification of insurance as outlined above within fourteen (14) days of the execution of this AGREEMENT to:

Name:

Agency:

Address:

City: State: Zip:

Email:

Phone:

Facsimile:

No cancellation of the foregoing policies shall be effective without thirty (30) days prior notice to the AGENCY.

The CONSULTANT's professional liability to the AGENCY, including that which may arise in reference to section IX "Termination of Agreement" of this AGREEMENT, shall be limited to the accumulative amount of the authorized AGREEMENT or one million dollars (\$1,000,000.00), whichever is greater, unless the limit of liability is increased by the AGENCY pursuant to Exhibit H. In no case shall the CONSULTANT's professional liability to third parties be limited in any way.

The parties enter into this AGREEMENT for the sole benefit of the parties, and to the exclusion of any third party, and no third party beneficiary is intended or created by the execution of this AGREEMENT.

The AGENCY will pay no progress payments under section V "Payment Provisions" until the CONSULTANT has fully complied with this section. This remedy is not exclusive; and the AGENCY may take such other action as is available to it under other provisions of this AGREEMENT, or otherwise in law.

XIII. Extra Work

- A. The AGENCY may at any time, by written order, make changes within the general scope of this AGREEMENT in the SERVICES to be performed.
- B. If any such change causes an increase or decrease in the estimated cost of, or the time required for, performance of any part of the SERVICES under this AGREEMENT, whether or not changed by the order, or otherwise affects any other terms and conditions of this AGREEMENT, the AGENCY shall make an equitable adjustment in the: (1) maximum amount payable; (2) delivery or completion schedule, or both; and (3) other affected terms and shall modify this AGREEMENT accordingly.
- C. The CONSULTANT must submit any “request for equitable adjustment,” hereafter referred to as “CLAIM,” under this clause within thirty (30) days from the date of receipt of the written order. However, if the AGENCY decides that the facts justify it, the AGENCY may receive and act upon a CLAIM submitted before final payment of this AGREEMENT.
- D. Failure to agree to any adjustment shall be a dispute under the section XI “Disputes” clause. However, nothing in this clause shall excuse the CONSULTANT from proceeding with the AGREEMENT as changed.
- E. Notwithstanding the terms and conditions of paragraphs (A.) and (B.) above, the maximum amount payable for this AGREEMENT, shall not be increased or considered to be increased except by specific written supplement to this AGREEMENT.

XIV. Endorsement of Plans

If applicable, the CONSULTANT shall place their endorsement on all plans, estimates, or any other engineering data furnished by them.

XV. Federal Review

The Federal Highway Administration shall have the right to participate in the review or examination of the SERVICES in progress.

XVI. Certification of the Consultant and the Agency

Attached hereto as Exhibit “G-1(a and b)” are the Certifications of the CONSULTANT and the AGENCY, Exhibit “G-2” Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions, Exhibit “G-3” Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying and Exhibit “G-4” Certificate of Current Cost or Pricing Data. Exhibit “G-3” is required only in AGREEMENTS over one hundred thousand dollars (\$100,000.00) and Exhibit “G-4” is required only in AGREEMENTS over five hundred thousand dollars (\$500,000.00.) These Exhibits must be executed by the CONSULTANT, and submitted with the master AGREEMENT, and returned to the AGENCY at the address listed in section III “General Requirements” prior to its performance of any SERVICES under this AGREEMENT.

XVII. Complete Agreement

This document and referenced attachments contain all covenants, stipulations, and provisions agreed upon by the parties. No agent, or representative of either party has authority to make, and the parties shall not be bound by or be liable for, any statement, representation, promise or agreement not set forth herein. No changes, amendments, or modifications of the terms hereof shall be valid unless reduced to writing and signed by the parties as a supplement to this AGREEMENT.

XVIII. Execution and Acceptance

This AGREEMENT may be simultaneously executed in several counterparts, each of which shall be deemed to be an original having identical legal effect. The CONSULTANT does hereby ratify and adopt all statements, representations, warranties, covenants, and AGREEMENT’s contained in the proposal, and the supporting material submitted by the CONSULTANT, and does hereby accept this AGREEMENT and agrees to all of the terms and conditions thereof.

XIX. Protection of Confidential Information

The CONSULTANT acknowledges that some of the material and information that may come into its possession or knowledge in connection with this AGREEMENT or its performance may consist of information that is exempt from disclosure to the public or other unauthorized persons under either chapter 42.56 RCW or other local, state, or federal statutes (“State’s Confidential Information”). The “State’s Confidential Information” includes, but is not limited to, names, addresses, Social Security numbers, e-mail addresses, telephone numbers, financial profiles credit card information, driver’s license numbers, medical data, law enforcement records (or any other information identifiable to an individual), STATE and AGENCY source code or object code, STATE and AGENCY security data, non-public Specifications, STATE and AGENCY non-publicly available data, proprietary software, STATE and AGENCY security data, or information which may jeopardize any part of the project that relates to any of these types of information. The CONSULTANT agrees to hold the State’s Confidential Information in strictest confidence and not to make use of the State’s Confidential Information for any purpose other than the performance of this AGREEMENT, to release it only to authorized employees, sub-consultants or subcontractors requiring such information for the purposes of carrying out this AGREEMENT, and not to release, divulge, publish, transfer, sell, disclose, or otherwise make it known to any other party without the AGENCY’s express written consent or as provided by law. The CONSULTANT agrees to release such information or material only to employees, sub-consultants or subcontractors who have signed a nondisclosure AGREEMENT, the terms of which have been previously approved by the AGENCY. The CONSULTANT agrees to implement physical, electronic, and managerial safeguards to prevent unauthorized access to the State’s Confidential Information.

Immediately upon expiration or termination of this AGREEMENT, the CONSULTANT shall, at the AGENCY’s option: (i) certify to the AGENCY that the CONSULTANT has destroyed all of the State’s Confidential Information; or (ii) returned all of the State’s Confidential Information to the AGENCY; or (iii) take whatever other steps the AGENCY requires of the CONSULTANT to protect the State’s Confidential Information.

As required under Executive Order 00-03, the CONSULTANT shall maintain a log documenting the following: the State’s Confidential Information received in the performance of this AGREEMENT; the purpose(s) for which the State’s Confidential Information was received; who received, maintained, and used the State’s Confidential Information; and the final disposition of the State’s Confidential Information. The CONSULTANT’s records shall be subject to inspection, review, or audit upon reasonable notice from the AGENCY.

The AGENCY reserves the right to monitor, audit, or investigate the use of the State’s Confidential Information collected, used, or acquired by the CONSULTANT through this AGREEMENT. The monitoring, auditing, or investigating may include, but is not limited to, salting databases.

Violation of this section by the CONSULTANT or its sub-consultants or subcontractors may result in termination of this AGREEMENT and demand for return of all State’s Confidential Information, monetary damages, or penalties

It is understood and acknowledged that the CONSULTANT may provide the AGENCY with information, which is proprietary and/or confidential during the term of this AGREEMENT. The parties agree to maintain the confidentiality of such information during the term of this AGREEMENT and afterwards. All materials containing such proprietary and/or confidential information shall be clearly identified and marked as “Confidential” and shall be returned to the disclosing party at the conclusion of the SERVICES under this AGREEMENT.

The CONSULTANT shall provide the AGENCY with a list of all information and materials it considers confidential and/or proprietary in nature: (a) at the commencement of the term of this AGREEMENT, or (b) as soon as such confidential or proprietary material is developed. "Proprietary and/or confidential information" is not meant to include any information which, at the time of its disclosure: (i) is already known to the other party; (ii) is rightfully disclosed to one of the parties by a third party that is not acting as an agent or representative for the other party; (iii) is independently developed by or for the other party; (iv) is publicly known; or (v) is generally utilized by unaffiliated third parties engaged in the same business or businesses as the CONSULTANT.

The parties also acknowledge that the AGENCY is subject to Washington State and federal public disclosure laws. As such, the AGENCY shall maintain the confidentiality of all such information marked proprietary and or confidential or otherwise exempt, unless such disclosure is required under applicable state or federal law. If a public disclosure request is made to view materials identified as "Proprietary and/or confidential information" or otherwise exempt information, the AGENCY will notify the CONSULTANT of the request and of the date that such records will be released to the requester unless the CONSULTANT obtains a court order from a court of competent jurisdiction enjoining that disclosure. If the CONSULTANT fails to obtain the court order enjoining disclosure, the AGENCY will release the requested information on the date specified.

The CONSULTANT agrees to notify the sub-consultant of any AGENCY communication regarding disclosure that may include a sub-consultant's proprietary and/or confidential information. The CONSULTANT notification to the sub-consultant will include the date that such records will be released by the AGENCY to the requester and state that unless the sub-consultant obtains a court order from a court of competent jurisdiction enjoining that disclosure the AGENCY will release the requested information. If the CONSULTANT and/or sub-consultant fail to obtain a court order or other judicial relief enjoining the AGENCY by the release date, the CONSULTANT shall waive and release and shall hold harmless and indemnify the AGENCY from all claims of actual or alleged damages, liabilities, or costs associated with the AGENCY's said disclosure of sub-consultants' information.

XX. Records Maintenance

During the progress of the Work and SERVICES provided hereunder and for a period of not less than six (6) years from the date of final payment to the CONSULTANT, the CONSULTANT shall keep, retain, and maintain all "documents" pertaining to the SERVICES provided pursuant to this AGREEMENT. Copies of all "documents" pertaining to the SERVICES provided hereunder shall be made available for review at the CONSULTANT's place of business during normal working hours. If any litigation, claim, or audit is commenced, the CONSULTANT shall cooperate with AGENCY and assist in the production of all such documents. "Documents" shall be retained until all litigation, claims or audit findings have been resolved even though such litigation, claim, or audit continues past the six (6) year retention period.

For purposes of this AGREEMENT, "documents" means every writing or record of every type and description, including electronically stored information ("ESI"), that is in the possession, control, or custody of the CONSULTANT, including, without limitation, any and all correspondences, contracts, AGREEMENTs, appraisals, plans, designs, data, surveys, maps, spreadsheets, memoranda, stenographic or handwritten notes, reports, records, telegrams, schedules, diaries, notebooks, logbooks, invoices, accounting records, work sheets, charts, notes, drafts, scribbles, recordings, visual displays, photographs, minutes of meetings, tabulations, computations, summaries, inventories, and writings regarding conferences, conversations or telephone conversations, and any and all other taped, recorded, written, printed or typed matters of any kind or description; every copy of the foregoing whether or not the original is in the possession, custody, or control of the CONSULTANT, and every copy of any of the foregoing, whether or not such copy is a copy identical to an original, or whether or not such copy contains any commentary or notation whatsoever that does not appear on the original.

For purposes of this AGREEMENT, “ESI” means any and all computer data or electronic recorded media of any kind, including “Native Files”, that are stored in any medium from which it can be retrieved and examined, either directly or after translation into a reasonably useable form. ESI may include information and/or documentation stored in various software programs such as Email, Outlook, Word, Excel, Access, Publisher, PowerPoint, Adobe Acrobat, SQL databases, or any other software or electronic communication programs or databases that the CONSULTANT may use in the performance of its operations. ESI may be located on network servers, backup tapes, smart phones, thumb drives, CDs, DVDs, floppy disks, work computers, cell phones, laptops, or any other electronic device that CONSULTANT uses in the performance of its Work or SERVICES hereunder, including any personal devices used by the CONSULTANT or any sub-consultant at home.

“Native files” are a subset of ESI and refer to the electronic format of the application in which such ESI is normally created, viewed, and /or modified

The CONSULTANT shall include this section XX “Records Maintenance” in every subcontract it enters into in relation to this AGREEMENT and bind the sub-consultant to its terms, unless expressly agreed to otherwise in writing by the AGENCY prior to the execution of such subcontract.

In witness whereof, the parties hereto have executed this AGREEMENT as of the day and year shown in the “Execution Date” box on page one (1) of this AGREEMENT.

Signature

Date

Signature

Date

Any modification, change, or reformation of this AGREEMENT shall require approval as to form by the Office of the Attorney General.

Exhibit A ***Scope of Work***

Project No.

See attached Scope of Services

EXHIBIT A

SCOPE OF SERVICES

CITY OF REDMOND

154th Ave Pavement Management Project (Redmond Way to NE 85th St)

**Federal Aid No. TBD
(City Project # 2414-096)**

Prepared by:

**David Evans and Associates, Inc.
14432 SE Eastgate Way, Suite 400
Bellevue, WA 98007**

March 13, 2025

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TASK 1.0 PROJECT DESCRIPTION, DESIGN CRITERIA, AND DELIVERABLES

1.1. Project Description

The City of Redmond (CITY) is requesting professional services from David Evans and Associates, Inc. (CONSULTANT) for preparation of Plans, Specifications, and Estimate (PS&E) documents for the 154th Ave Pavement Management Project (PROJECT). The project includes pavement analysis, testing, and overlay recommendations; drainage and utility lid adjustments; replacing pavement markings on 154th Ave NE; and replacing vehicle loop detectors. The project limits are from the north of Redmond Way to NE 85th St. The project's construction limits will not overlap with any existing crosswalks, thus not requiring the upgrade needs to ADA curb ramp upgrades nor pedestrian traffic signal facilities.

The major features of the projects include:

- Pavement Rehabilitation Report for 154th Avenue NE.
- Traffic control plans.
- Environmental documentation and permitting.
- Preliminary and final submittals of Plans, Specifications, and Estimate (PS&E) contract documents.

1.2. Project Deliverables Furnished by the CONSULTANT

The CONSULTANT shall maintain a project file for pertinent work items. The CITY review sets will be returned with each subsequent revision, illustrating that each review comment has been addressed as stated, or how/why it was not addressed. The CONSULTANT shall deliver the following documents and products to the CITY as part of this agreement:

- Existing base mapping in sheet format for design features to be shown.
- Draft and Final Section 7 Letter of No Effect.
- Draft and Final Section 4(f) Memo.
- Draft and Final Categorical Exclusion Documentation (CED) Form.
- Draft and Final Stormwater Pollution Prevention Plan (SWPPP).
- Redmond General Application.
- Redmond SEPA Exemption Application.
- Redmond NPDES Permit Application.
- Redmond Shoreline Substantial Development Exemption Application.
- Draft and Final Pavement Report.
- 30% PS&E (electronic PDF files) for review by the CITY.
- 60% PS&E (electronic PDF files) for review by the CITY.
- 90% PS&E (electronic PDF files) for review by the CITY.
- Stamped and signed final plan set and specifications (electronic PDF files).
- Estimate corresponding to the bid schedule (electronic PDF and Excel files).
- Draft and final Pavement Report (electronic PDF files).
- As-Bid set of specifications and plans (electronic PDF files).
- Addendums during bid advertisement.
- Responses to bidders questions prior to bid opening.

1.3. Responsibilities and Services Provided by the CITY

The CITY will:

- Provide all available existing as-built plans, right-of-way (ROW) plans, horizontal and vertical monument information, GIS maps, and other mapping information as available to the CONSULTANT.
- Provide existing aerial mapping.
- Provide all City standard specifications and City bid forms in Microsoft Word format.
- Identify and provide list of storm, water, and wastewater utility lids require upgrades.
- Review all submittals made to the CITY within 15 working days, or as agreed, and return them to the CONSULTANT with consolidated written comments regarding changes needed.

1.4. Project Assumptions

- All drawings will be prepared in AutoCAD format, utilizing the CONSULTANT's CADD standards. The standard sheet size for all plans will be 22"x34" and drawn at one-inch equals twenty feet (1" = 20'). 11"x17" half-size plans will be at 1 inch = 40 feet.
- Specifications will follow the 2026 WSDOT/APWA Standard Specifications and the City of Redmond's General Special Provisions.
- The project duration for final design is assumed to be eight (8) months.

TASK 2.0 PROJECT MANAGEMENT AND QUALITY CONTROL

2.1. Project Management

Direction of the CONSULTANT staff and review of their work over the course of the project shall be provided. This work element includes preparing monthly progress reports, status of individual work elements, number of meetings attended, outstanding information required, and work items planned for the following month.

Periodic monitoring of the CONSULTANT'S design budget will occur over the course of the project. This work element is intended to help monitor costs and budgets, and to propose corrective actions. These actions may include formal requests for increases, modifications, or reductions in scope and/or budget.

Drawings and documents received and generated over the course of the project require review, coordination, and file management. The status of requested information will also be maintained.

2.2. Subconsultant Coordination

The CONSULTANT (DEA) shall provide direction of the SUBCONSULTANT and review of their work over the course of the project shall be provided by the CONSULTANT (DEA). Monthly monitoring of the SUBCONSULTANT's design budget will occur over the course of the project. Current status, as well as projections, will be developed. This work element is intended to help monitor costs and budgets, and to propose corrective actions. These actions could include formal requests for increases, modifications, or reductions in scope and/or budget.

2.3. Develop Project Schedule

The CONSULTANT and the CITY will jointly develop an overall project schedule showing all major and supportive activities. The schedule shall be prepared to reflect an eight (8)-month design completion of the project. The schedule shall be arranged to meet key target dates. The CONSULTANT shall update the schedule monthly to reflect the current status of the project.

Deliverables:

- Project Schedule and Monthly Updates

2.4. Monthly Invoices/Progress Reports

Monthly invoices will be prepared by the CONSULTANT per CITY requirements for work activities for the prior month. These invoices shall also include SUBCONSULTANT work and will be accompanied by monthly progress reports. Invoices will include back-up material for all expenses and will show approved budget and amount expended to date.

Deliverables:

- Monthly Invoices and Progress Reports (9 total)

2.5. Progress Meetings

This work element provides for the preparation, attendance, follow-up, and documentation of meetings during the length of the project. These meetings will be forums for agencies to provide input and guidance for the direction of the project. They will also be used to discuss project issues, approve submittals, and develop potential solutions.

The CONSULTANT shall prepare for, attend, and document up to sixteen (16) meetings with CITY staff. Meetings will be required for coordination with the CITY and other affected agencies. The CONSULTANT will attend two (2) meeting every month, via Teams meeting, with two staff and the CITY's project manager for the duration of the project.

Deliverables:

- Meeting Minutes (16 total)

2.6. Quality Control/Quality Assurance Review

This work element is for the QC/QA review of CONSULTANT deliverables by a designated QC/QA staff member of the CONSULTANT team. The review will cover documents, reports, PS&Es, and pertinent information on an on-going basis. The program entails the periodic review of study criteria, design, and assumptions, as well as concepts and presentation of product format, and assures that the overall project objectives are being fulfilled.

2.7. Change Management

Project Managers from the CITY and the CONSULTANT are responsible for managing changes to the scope and schedule. The CITY is responsible for the authorization of any changes to the scope, budget, and/or schedule. Team members must ensure that work within their areas remains within the defined project scope, schedule, and budget. When issues, actions, or circumstances occur that could cause a change in scope, personnel, cost, or schedule, team members must communicate potential changes to the Project Manager as early as possible. Project Managers will determine whether the potential change issue will lead to a change in scope, cost, or schedule.

The CONSULTANT shall obtain written authorization from the CITY before implementing any change to this scope of work, schedule, or budget. All changes shall be documented using the Project Change Form.

TASK 3.0 SURVEY AND BASEMAP PREPARATION

The CONSULTANT (DEA) shall review all existing GIS information and other available information provided by the CITY to identify additional data needed to support the design and develop the contract construction documents.

3.1. Base Mapping Using City Provided Data

The CONSULTANT (DEA) shall prepare a project existing features base map using CITY provided GIS data and aerial imagery.

The existing base map shall be updated by the CONSULTANT based on data gathered under Task 3.02.

3.2. Data Collection

The CONSULTANT (DEA) shall take the project base map and perform a field walk to determine locations of existing traffic signal loops, utilities/monument lids, and catch basis.

The CONSULTANT (DEA) shall update the existing base map with field data collected in the field.

It is assumed data collection site visit will last up to eight hours and be attended by two CONSULTANT (DEA) team members.

The project/survey northern and southern limits for the PROJECT are shown in the figures below. The eastern and western limits are gutter line to gutter line.

Figure 1. Project Northern Limit



Figure 2. Project Southern Limit



Deliverables:

- Existing base mapping in a sheet format ready for design features to be shown.

TASK 4.0 ENVIRONMENTAL DOCUMENTATION

The CONSULTANT will prepare environmental documentation in a manner that satisfies standards and requirements set forth by the National Environmental Policy Act (NEPA) and State Environmental Policy Act (SEPA). Details regarding the expected level of environmental documentation required for the PROJECT to be in compliance with NEPA and SEPA are provided below. NEPA will be addressed because the project will be funded in part with federal dollars, which is a trigger for NEPA compliance.

4.1. Environmental Meetings

Prior to beginning any environmental work, the CONSULTANT shall coordinate an environmental kick-off meeting with the CITY. The intent is to develop communication, confirm the approach, discuss the environmental documentation schedule, exchange information, and develop relationships for continued work on the PROJECT.

Prior to the preparation of any NEPA-related documentation, the CONSULTANT shall contact WSDOT Highways and Local Programs (H&LP) staff to request a NEPA Kick-off meeting (including site visit), at

which the CONSULTANT (DEA) shall confirm with WSDOT H&LP Environmental Staff the proposed approach and submittal requirements.

Assumptions:

- One Environmental kick-off meeting between the CONSULTANT and the CITY environmental lead.
- One NEPA Kick-off Meeting including site visit with representative(s) from WSDOT H&LP.

Deliverables:

- Meeting Agenda
- Meeting Minutes

4.2. NEPA/SEPA Compliance

Since the project qualifies for a NEPA categorical exclusion under 23 CFR 771.117(d), the CONSULTANT will prepare DOT form 140-100 (NEPA Categorical Exclusion Documentation Form [CED]) for review by the City and H&LP. Compliance with other federal regulations triggered by the federal funding will include preparation of a Letter of No Effect to comply with Section 7 of the Endangered Species Act and a DOT Act Section 4(f) Memo. (Note: The project is exempt from Section 106 of the National Historic Preservation Act.) The CONSULTANT will prepare these additional documents for H&LP to coordinate with the applicable federal agencies on the project's compliance with these requirements. The project is anticipated to be exempt from SEPA.

Deliverables:

- Draft and Final Section 7 Letter of No Effect.
- Draft and Final Section 4(f) Memo.
- Draft CED for CITY and H&LP review.
- Final CED for signature.

4.3. Permitting

The CONSULTANT will prepare the following permit applications and exhibits:

- Stormwater Pollution Prevention Plan (SWPPP).
- Redmond General SEPA Form (Exemption).
- Redmond General Application Form.
- Redmond NPDES Permit.
- Redmond Shoreline Substantial Development Exemption.
- Redmond Right of Way Permit.

Assumptions:

- It is not anticipated that a Redmond Clear and Grade permit will be required for the project. If needed it can be added to the contract through an amendment.
- The CONTRACTOR will use final SWPPP as their basis for their SWPPP submittal.
- The CITY will issue a SEPA adoption notice.

Deliverables:

- Draft and Final SWPPP.
- Redmond General Application.
- Redmond SEPA General Application.
- Redmond NPDES Permit Application.
- Redmond Shoreline Substantial Development Exemption Application.

TASK 5.0 UTILITY COORDINATION

The CITY will take the lead to contact and meet with utilities owners.

The CONSULTANT shall support the CITY with preparation of exhibits and providing responses to utility owners questions.

Deliverables:

- Exhibits.
- Responses to questions.

TASK 6.0 AGENCY COORDINATION

The CONSULTANT shall support the CITY with coordination between WSDOT Local Programs, King County Metro, and the King County Lakehills sewer trunk project.

The CONSULTANT shall arrange, prepare for, attend, and prepare meeting minutes for meetings with WSDOT Local Programs & the King County Lakehills sewer trunk project team to discuss the project. This task also includes coordination with WSDOT through e-mails and Teams meetings. The CONSULTANT shall prepare electronic copies submittal of the 90% and 100% for WSDOT Local Program review. The CONSULTANT shall address WSDOT's comments.

For budgetary purposes, it is assumed up to three (3) meetings will occur with WSDOT Local Programs and two (2) meetings will occur with the King County Lakehills sewer trunk project team. Each meeting will last 1 hour and includes 1 hour for meeting preparation, agenda, and minutes. These meetings will be virtual Teams meetings and attended by two CONSULTANT staff.

Assumptions:

- City will coordinate with KCM to inform them of work/times and submit electronic copies of plans

Deliverables:

- Meeting Agendas (5 total)
- Meeting Minutes (5 total)

TASK 7.0 PAVEMENT REPORT

The CONSULTANT (HWA) shall perform pavement evaluation and testing and shall prepare a pavement report for 154th Avenue NE.

The pavement report will provide recommendations for pavement repair and overlay depth.

The CONSULTANT (HWA) shall perform Falling Weight Deflectometer (FWD) testing along all travel lanes from the south edge of the Redmond Way bridge to the south edge of the stop bar at NE 85th Street. As FWD testing is a mobile operation and non-destructive testing, traffic control plans and ROW permit will not be required. Tests will be performed at approximately 100-foot intervals. Tests will consist of three drops at each location. GPS readings will be taken at each test location. Using the results of FWD testing, the CONSULTANT (HWA) will mark the locations of 20 6-inch diameter pavement cores (four in each travel lane) and arrange utility locates. The CONSULTANT (HWA) will subcontract the development of temporary traffic control plans and submit to the City for a ROW permit for pavement coring. Upon approval, the CONSULTANT (HWA) will perform pavement coring at 20 locations. Hand auger explorations to a depth of about two feet at each core location will be performed. Cores will be backfilled with compacted gravel and patched with Aquaphalt Permanent Cold Patch, compacted in lifts, matching existing pavement thickness.

The CONSULTANT (HWA) shall generate logs of pavement cores and perform engineering analyses to determine engineering properties of the subgrade and existing pavement structure.

The CONSULTANT (HWA) shall prepare a report presenting the results of the field testing, including FWD deflection readings, back-calculated resilient moduli of the subgrade, logs of pavement cores, and recommendations for new overlay design. The report will include discussions for pavement areas that should be reconstructed as opposed to rehabilitated.

The CONSULTANT (DEA) shall review the Pavement Rehabilitation Report for 154th Avenue NE and implement its recommendations.

Deliverables:

- Traffic Control plans for Pavement Coring (electronic PDF files).
- Draft 154th Ave Pavement Report (electronic PDF files).
- Final 154th Ave Pavement Report (electronic PDF files).

TASK 8.0 DESIGN

8.1. Project Site Visits

The CONSULTANT (DEA) shall conduct up to two (2) additional site visits by two (2) staff during the project to review/address design issues. CITY staff shall be present during site visits, if requested.

It is assumed the site visits will last up to two (2) hours each.

8.2. Plans, Specification, and Estimate Preparation (30%, 60%, and 90% Completion)

The CONSULTANT (DEA, CE) shall bring the design to a 100% completion level with intermediate milestones at the 30%, 60%, and 90% completions, and shall participate in a review coordination meeting to respond to CITY staff questions and comments at each of the three submittals. Review comments will be responded to and incorporated as directed by the CITY Project Manager. The preliminary and final design will include the following elements, at a minimum, prepared by the CONSULTANT for each milestone as noted:

- Cover sheet including a vicinity map (30%, 60%, and 90%)
- Legend & Abbreviations (60% and 90%)
- Typical Roadway Sections (30%, 60%, and 90%)
- Paving & Temporary Erosion Control Plans (TESC) Plans (30%, 60%, and 90%)
- Roadway Plans and Details (60% and 90%)
- Channelization Plans (30%, 60%, and 90%)
- Traffic Signal Plans (60% and 90%)
- Temporary Traffic Signal Video Detection Plans (60% and 90%)
- Traffic Control Plans (60% and 90%)
- Contract Provisions (60% and 90%)
- Cost Estimate (30%, 60%, and 90%)

The CONSULTANT (CE) shall prepare traffic signal plans and temporary traffic signal video detection plans for the traffic signal system modifications required due to the grinding of 154th Ave NE. Traffic signal system modifications will be limited to the replacement of loop detectors since pedestrian crossings will not be impacted. The following 154th Ave NE corridor intersection legs are expected to be impacted with the PROJECT.

- Redmond Signal: South Leg of intersection with NE 85th Street.

The CONSULTANT (DEA, CE) shall determine bid items, quantities, and prepare an engineer's opinion probable construction cost estimate based on current unit bid prices.

Assumptions:

- The CONSULTANT (DEA, CE) shall use, as much as possible, bid items listed in WSDOT Standard Bid Items and/or WSDOT/APWA Standard Specifications.
- All work will be performed outside of WSDOT Limited Access.
- No impacts to the concrete barrier or impact attenuators at the Redmond Central Connector/Eastrail overhead trestle.
- Select curb, gutter, and sidewalk replacement will be identified during a field walk with the City and DEA staff. These replacements will be covered by the bid item Minor Change.

Deliverables:

- 30% Plans & Estimate (electronic PDF).
- 60% Plans, Specifications, & Estimate (electronic PDF).
- 90% Plans, Specifications, & Estimate (electronic PDF).

8.3. 100% PS&E Documents

The CONSULTANT (DEA, CE) shall prepare the following in accordance with the CITY's review comments from the 90% final design and coordination meeting:

- Modifications and/or revisions in response to CITY review comments from the 90% design and coordination meeting.
- Final design of project elements.
- Special provisions and listing of CITY standard specifications, with fill-ins, to be incorporated in the construction contract documents.
- Preparation of 100% plans.
- Preparation of 100% list of bid items, quantities, and a construction cost estimate for a set of signed and reproducible construction contract documents.

The CONSULTANT (DEA, CE) will assemble all plan sheets, general and special provisions, cost estimates, and associated documentation for submittal as the 100% PS&E package. The CONSULTANT shall stamp and sign the 100% plans and specifications, and then make a PDF file for the CITY to submit it to Builders Exchange of Washington for posting.

Deliverables:

- Stamped and signed contract provisions (electronic PDF files).
- Stamped and signed contract plans (electronic PDF files).
- Call for Bids (electronic PDF files).
- Engineer's Opinion of Probable Construction Cost Estimate in electronic PDF and Excel formats.

8.4. Assistance During Bid Period

The CONSULTANT (DEA, CE) shall provide assistance during the bid and award of the construction contract. The following tasks will be provided by the CONSULTANT on an as-needed basis.

The CONSULTANT (DEA, CE) shall assist the CITY during the bid period to answer any questions that arise concerning the PS&E documents and will assist the CITY in preparing any addenda required to the level of budget provided in this agreement.

The CONSULTANT (DEA, CE) shall provide any necessary plan, specification, or cost estimate changes required by any/all addenda. The CONSULTANT shall stamp and sign any plan revisions required.

After PROJECT (DEA, CE) Bid Opening, the CONSULTANT (DEA) shall compile changes and create a conformed set of plans and contract provisions to be referred to as the As-Bid documents.

The CONSULTANT shall provide As-Bid documents to the CITY.

Assumptions:

- The CONSULTANT (DEA, CE) will not produce hard paper copies of the plans and contract provisions.

Deliverables:

- Provide responses to bidders' questions.
- Addenda documentation (electronic PDF files).
- As-Bid Plans and Contract Provisions (electronic PDF files).

TASK 9.0 COMMUNITY OUTREACH SUPPORT

The CITY will take the lead on public involvement work.

The CONSULTANT (DEA) shall support the City with preparation of exhibits and/or graphics to the level of effort identified in the budget.

Deliverables:

- Exhibits and/or Graphics for Community Outreach.

TASK 10.0 OPTIONAL SERVICE

10.1. Construction Support Services

In addition, Optional Services may be required and are to be utilized only for additional and unforeseen added work that is not included in this Scope of Services. The CONSULTANT (DEA) shall obtain written authorization from the CITY prior to doing any work under Optional Services. The compensation amount for work under Optional Services must be agreed to prior to the commencement of the work and will be paid for with the Management Reserve (aka contingency) funds and / or supplemental agreement(s). The CITY will not compensate the CONSULTANT for work under Optional Services without prior written authorization and agreement on the compensation amount. Potential Optional Services tasks may include but not limited to:

- Additional investigations and design services
- Construction Engineering Support
- Construction Management and Inspection Support
- Record Drawings Preparation

Budget for this task is not included and will be negotiated separately.

Exhibit B

DBE Participation Plan

In the absents of a mandatory DBE goal, a voluntary SBE goal amount of ten percent of the Consultant Agreement is established. The Consultant shall develop a SBE Participation Plan prior to commencing work. Although the goal is voluntary, the outreach efforts to provide SBE maximum practicable opportunities are not.

[See attached voluntary SBE participation](#)

David Evans and Associates, Inc. (DEA)

***SBE Inclusion Plan
for
City of Redmond***

154th Avenue (Redmond Way to 85th St) Pavement Management Project

General Description of Work:

For the majority of the work in this task order, DEA and its subconsultants are contracted to prepare preliminary and final designs for roadway preservation for the 154th Avenue (Redmond Way to 85th St) Pavement Management project located in Redmond, WA.

1. SUBCONTRACTING

The work associated with this Task Order/Project is subject to a Small Business Enterprise (SBE) minimum goal of 10 percent (10%). DEA will make a good faith effort to achieve participation of at least 10% by one or more certified SBE firms.

2. DIVERSE BUSINESS SUBCONTRACTORS

A list of diverse business contractors DEA included with this project are listed below.

Name of SBE Firm	SBE Certification	Specialty Services
Design Phase		
HWA GeoSciences, Inc.	Yes/SBE	Pavement Analysis and Design
Concord Engineering	Yes/SBE	Traffic Signal
Construction Phase		
HWA GeoSciences, Inc.	Yes/SBE	Materials Testing

During the design phase of this project, HWA and Concord are expected to be contracted to the 10 percent goal.

HWA is also being shown for construction phase.

At any point in the delivery of this contract, if additional services are needed, HWA and Concord or other subconsultants may be asked to perform additional work, which could increase the percentage of participation.

3. UTILIZATION EXPERT

DEA will track and prepare monthly updates on small business utilization, progress to date, and projections. DEA will also evaluate change orders for potential small business participation.

4. PAST PERFORMANCE OR STRATEGIES

DEA has a track record of utilizing MSVWBE (including SBE) firms on a variety of projects in key roles. DEA's approach is to solicit partnering relationships primarily based upon technical capabilities rather than a subcontracting goal and invest in those relationships in order to provide our clients with reliable and diverse expertise.

To facilitate the development of these relationships, DEA organized an internal Small Business Program in 1995 with the goal of providing maximum practicable opportunities for small businesses to participate on contracts with DEA. DEA's Small Business Program formalizes and documents the efforts DEA undertakes to include small businesses in our contracts. As part of this program, regional liaisons conduct outreach activities to connect DEA staff with qualified small businesses. These small businesses are brought onto project teams in focused roles and provided mentorship and guidance to help them succeed with the intent to continue that partnership onto future projects.

Since 1995, DEA has conducted regular small business fairs to provide opportunities for MSVWBE firms to interact with our project managers and provide information about their services, so we can move quickly when opportunities arise. The high numbers of MSVWBE firms we actively work with provides evidence of the program's success. For the past several years, DEA's Portland office has worked with more than 20 MSVWBE firms in Oregon and Washington each year and subcontracts more than \$1.3 million dollars on average to MSVWBE firms annually.

DEA also participates in the more traditional forms of outreach in our community, including Oregon Association of Minority Entrepreneurs committees and conferences, Minority Enterprise Development Week, and other local technical job fairs. Often, for specific projects, DEA will continue to hold focused DBE/SBE outreach events to nurture and develop relationships with MSVWBE firms that will hold meaningful roles on project assignments. For example, DEA held a networking event out of our Bellevue, WA, office in June 2015, specifically to solicit qualifications and establish relationships with DBE/SBE firms for an upcoming light rail project. This fair was attended by more than 50 firms from the Seattle area and would have added ten MSVWBE firms to be included to the project team in significant roles. This year our Portland office held a fair in May with the same goal of attracting MSVWBE firms with whom we can partner on upcoming projects.

5. PROMPT PAYMENT AND DISPUTE RESOLUTION

Prompt Payments:

All Subconsultant invoices are due by the 20th calendar day of the month for services completed through the end of the previous calendar month. Invoices are reviewed and approved by the DEA project manager and then processed monthly by Corporate Accounts Payable for billing submission with the DEA invoice. If the Subconsultant invoice is not

approved, the Subconsultant will be notified and required to resubmit a corrected invoice along with any required documentation. Accounts Receivable processes weekly reports of project payments, and releases payments to the Subconsultants once a week.

Disputed Billings:

In the event of a disputed billing, only the disputed portion will be withheld from submission to Client. In the event any dispute arises between Subconsultant and DEA or Subconsultant and Client, Subconsultant will continue to perform its work regardless of the nature of the dispute. If Subconsultant makes a valid claim resulting from any act of, omission of, or change made by Client, or anything else for which Client may be liable pursuant to the Prime Agreement, DEA's duty to Subconsultant is limited to passing on the claim to Client. Unless DEA and Subconsultant agree otherwise, Subconsultant will be bound by such determination and any adjustment in Subconsultant's contract price will be made only to the extent allowed by Client or a final court award against Client.

6. OTHER

Not applicable

Exhibit C

Preparation and Delivery of Electronic Engineering and Other Data

In this Exhibit the agency, as applicable, is to provide a description of the format and standards the consultant is to use in preparing electronic files for transmission to the agency. The format and standards to be provided may include, but are not limited to, the following:

I. Surveying, Roadway Design & Plans Preparation Section

A. Survey Data

Standard: City of Redmond Datum Control, State Plan Coordinate System

Format: Basemap in CAD/Civil3d 2023

Transmission: FTP, Email, SharePoint

B. Roadway Design Files

Standard: City of Redmond Datum Control, State Plan Coordinate System

Format: Basemap in CAD/Civil3d 2023

Transmission: FTP, Email, SharePoint

C. Computer Aided Drafting Files

Standard: City of Redmond Datum Control, State Plan Coordinate System

Format: Basemap in CAD/Civil3d 2023

Transmission: FTP, Email, SharePoint

D. Specify the Agency's Right to Review Product with the Consultant

Agency will retain the right to review all deliverable referenced in the Scope of Work Exhibit A.

E. Specify the Electronic Deliverables to Be Provided to the Agency

Deliverables outlined in Scope of Work Exhibit A.

F. Specify What Agency Furnished Services and Information Is to Be Provided

Agency furnished services and information outlined in Scope of Work Exhibit A.

II. Any Other Electronic Files to Be Provided

Excel Spreadsheets
Word Documents
PDF files
Microsoft Project Schedule

III. Methods to Electronically Exchange Data

Email, FTP, SharePoint

A. Agency Software Suite

N/A

B. Electronic Messaging System

N/A

C. File Transfers Format

PDF, ZIP, Word, Excel, Project, CAD

Exhibit D
Prime Consultant Cost Computations

See attached Exhibit D

Exhibit D
City of Redmond
154th Ave Pavement Management Project

David Evans and Associates, Inc.

	Classification	Est. Hours	x	Rate	=	Dollars
1	Engineer III (ENG3)	367		\$56.00		\$20,552
2	Project Manager V (PJM5)	14		\$103.10		\$1,443
3	Engineer V (ENG5)	352		\$67.50		\$23,760
4	Engineer V (ENG5)	8		\$76.30		\$610
5	Project Manager III (PJM3)	60		\$82.00		\$4,920
6	Project Coordinator I (PJC1)	17		\$30.00		\$510
7	Project Accountant IV (PAC4)	12		\$52.00		\$624
8	Scientist III (SCI3)	80		\$44.00		\$3,520
9	GIS Manager (GISM)	16		\$55.00		\$880

Total Hrs. 926

Total DSC **\$ 56,820**

Salary Escalation Cost (estimated)

Escalation - % of Labor Cost 0% per year @ 0 year(s) \$0

Total DSC **\$ 56,820**

Overhead (OH Rate x DCS) 176.24% x \$ 56,820 = **\$ 100,139**

Fixed Fee (FF Rate x (DSC + Overhead)) 10.5% x \$ 156,959 = **\$ 16,481**

Total Overhead & Fixed Fee Cost **\$ 116,620**

Direct Expenses	No.	Unit	Each	Cost
Reproduction Costs				
Full-Size Plans	2	sets @	\$200 /set	\$ 400.00
Half-Size Plans	2	sets @	\$50 /set	\$ 100.00
Specifications	2	sets @	\$75 /set	\$ 150.00
Mail/Deliveries/Fed Ex	0	@	\$35 /each	\$ -
Mileage	75	miles @	\$0.700 /mile	\$ 52.50

Direct Expenses Subtotal **\$ 703**

David Evans and Associates Total **\$ 174,143**

Subconsultants

	DBE	Hrs	\$ Total
HWA GeoSciences Inc.	25.0%	258	\$ 68,259
Concord Engineering	11.26%	193	\$ 30,773
Total	36.3%	451	

Subconsultant Total **\$ 99,032**

Direct Expenses Sub-Total (including Subconsultants) **\$ 99,735**

Total Costs **\$ 273,174**

Management Reserve Fund (10%) **\$ 27,317**

Total Costs with Management Reserve Fund **\$ 300,492**

Exhibit D
City of Redmond
154th Ave Pavement Management Project

David Evans and Associates, Inc.

Work Element #	Work Element	1	2	3	4	5	6	7	8	9	DEA	DEA	DEA
		Engineer III (ENG3)	Project Manager V (PJM5)	Engineer V (ENG5)	Engineer V (ENG5)	Project Manager III (PJM3)	Project Coordinator I (PJC1)	Project Accountant IV (PAC4)	Scientist III (SCI3)	GIS Manager (GISM)			
		Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total \$ w/ separate esc.	Total \$
2.0	Project Management and Coordination												
2.1	Project Management	20					8	3			31	\$1,516	\$1,516
2.2	Subconsultant Coordination	20									20	\$1,120	\$1,120
2.3	Develop Project Schedule	16									16	\$896	\$896
2.4	Monthly Invoices/Progress Reports	9					9	9			27	\$1,242	\$1,242
2.5	Progress Meetings	16		16							32	\$1,976	\$1,976
2.6	Quality Control/Quality Assurance Review		2								2	\$206	\$206
2.7	Change Management	2									2	\$112	\$112
	Work Element 2.0 Total	83	2	16			17	12			130	\$7,068	\$7,068
3.0	Survey and Basemap Preparation												
3.1	Base Mapping Using City Provided Data	40		24							64	\$3,860	\$3,860
3.2	Data Collection	24		24							48	\$2,964	\$2,964
	Work Element 3.0 Total	64		48							112	\$6,824	\$6,824
4.0	Environmental Documentation												
4.1	Environmental Meetings	2				4					6	\$440	\$440
4.2	NEPA/SEPA Compliance	2				24			40	12	78	\$4,500	\$4,500
4.3	Permitting	2			8	32			40	4	86	\$5,326	\$5,326
	Work Element 4.0 Total	6			8	60			80	16	170	\$10,266	\$10,266
5.0	Utility Coordination	8		8							16	\$988	\$988
	Work Element 5.0 Total	8		8							16	\$988	\$988
6.0	Agency Coordination	16		16							32	\$1,976	\$1,976
	Work Element 6.0 Total	16		16							32	\$1,976	\$1,976
7.0	Pavement Report	4		2							6	\$359	\$359
	Work Element 7.0 Total	4		2							6	\$359	\$359
8.0	Design												
8.0	Project Site Visits	6		6							12	\$741	\$741
8.2	Plans, Specifications, and Estimate Preparation (30%, 60%, 90%)												
8.2.1	30% Submittal	36	4	24							64	\$4,048	\$4,048
8.2.2	60% Submittal	64	4	108							176	\$11,286	\$11,286
8.2.3	90% Submittal	34	2	76							112	\$7,240	\$7,240
8.3	100% PS&E Documents	34	2	38							74	\$4,675	\$4,675
8.4	Assistance During Bid Period	4		4							8	\$494	\$494
	Work Element 8.0 Total	178	12	256							446	\$28,485	\$28,485
9.0	Community Outreach Support												
	Exhibits/Graphics Preparation	8		6							14	\$853	\$853
	Work Element 9.0 Total	8		6							14	\$853	\$853
10.0	Optional Service												
	Additional investigations and design services												
	Construction Engineering Support												
	Construction Management and Inspection Support												
	Record Drawings Preparation												
	Work Element 10.0 Total												
	EXPENSES											\$703	\$703
	SALARY ESCALATION												
PROJECT WORK ELEMENTS TOTALS		367	14	352	8	60	17	12	80	16	926	\$57,523	\$57,523

Actuals Not To Exceed Table (ANTE)

David Evans and Associates, Inc. - Puget Sound Region 14432 SE Eastgate Way, Suite 400 Bellevue, WA 98007 City of Redmond				
JOB CLASSIFICATIONS	2024 Labor Rate NTE	Overhead NTE 176.24%	Fixed Fee NTE 10.50%	2024 All Inclusive Hourly Billing Rate NTE
Administrative Assist IV (ADM4)	\$45.00	\$79.31	\$13.05	\$137.36
Business Development Leader I (BUD1)	\$70.23	\$123.77	\$20.37	\$214.37
Business Development Leader II (BUD2)	\$113.63	\$200.26	\$32.96	\$346.85
Business Development Leader III (BUD3)	\$108.18	\$190.66	\$31.38	\$330.22
Business Development Leader IV (BUD4)	\$148.00	\$260.84	\$42.93	\$451.77
BU/COE Sr. Manager I (BUS1)	\$84.58	\$149.06	\$24.53	\$258.17
BU/COE Sr. Manager II (BUS2)	\$116.35	\$205.06	\$33.75	\$355.16
BU/COE Sr. Manager III (BUS3)	\$157.00	\$276.70	\$45.54	\$479.24
CAD Technician I (CAD1)	\$29.71	\$52.36	\$8.62	\$90.69
CAD Technician II (CAD2)	\$37.00	\$65.21	\$10.73	\$112.94
CAD Technician III (CAD3)	\$38.37	\$67.62	\$11.13	\$117.12
CAD Technician IV (CAD4)	\$55.39	\$97.62	\$16.07	\$169.08
CAD Technician V (CAD5)	\$56.42	\$99.43	\$16.36	\$172.21
COE Delivery Leader I (CDL1)	\$51.73	\$91.17	\$15.00	\$157.90
COE Delivery Leader II (CDL2)	\$58.70	\$103.45	\$17.03	\$179.18
COE Delivery Leader III (CDL3)	\$88.08	\$155.23	\$25.55	\$268.86
Construction Inspector I (CIN1)	\$36.52	\$64.36	\$10.59	\$111.47
Construction Inspector II (CIN2)	\$42.71	\$75.27	\$12.39	\$130.37
Construction Inspector III (CIN3)	\$50.75	\$89.44	\$14.72	\$154.91
Construction Inspector IV (CIN4)	\$61.89	\$109.07	\$17.95	\$188.91
Construction Services Manager I (CSM1)	\$42.20	\$74.37	\$12.24	\$128.81
Construction Services Manager II (CSM2)	\$51.68	\$91.08	\$14.99	\$157.75
Construction Services Manager III (CSM3)	\$81.00	\$142.75	\$23.49	\$247.24
Construction Services Manager IV (CSM4)	\$82.31	\$145.06	\$23.87	\$251.24
Deputy Construction Manager (DCON)	\$44.23	\$77.95	\$12.83	\$135.01
Designer I (DES1)	\$35.29	\$62.20	\$10.24	\$107.73
Designer II (DES2)	\$46.00	\$81.07	\$13.34	\$140.41
Designer III (DES3)	\$59.00	\$103.98	\$17.11	\$180.09
Designer IV (DES4)	\$69.02	\$121.64	\$20.02	\$210.68
Designer V (DES5)	\$70.56	\$124.35	\$20.47	\$215.38

Electrical Engineer II (ELE2)	\$50.60	\$89.18	\$14.68	\$154.46
Electrical Engineer III (ELE3)	\$49.60	\$87.42	\$14.39	\$151.41
Engineering Designer I (END1)	\$42.98	\$75.75	\$12.47	\$131.20
Engineering Designer II (END2)	\$53.46	\$94.22	\$15.51	\$163.19
Engineering Designer III (END3)	\$59.19	\$104.32	\$17.17	\$180.68
Engineer III (ENG3)	\$61.84	\$108.99	\$17.94	\$188.77
Engineer IV (ENG4)	\$69.50	\$122.49	\$20.16	\$212.15
Engineer V (ENG5)	\$79.00	\$139.23	\$22.91	\$241.14
Engineer VI (ENG6)	\$92.00	\$162.14	\$26.68	\$280.82
Engineer VII (ENG7)	\$114.00	\$200.91	\$33.07	\$347.98
Flight Operations Manager (FLOM)	\$77.36	\$136.34	\$22.44	\$236.14
Field Survey Technician I (FST1)	\$27.00	\$47.58	\$7.83	\$82.41
Field Survey Technician II (FST2)	\$29.17	\$51.41	\$8.46	\$89.04
Field Survey Technician III (FST3)	\$33.02	\$58.19	\$9.58	\$100.79
Field Survey Technician IV (FST4)	\$34.59	\$60.96	\$10.03	\$105.58
GIS Analyst II (GIA2)	\$45.00	\$79.31	\$13.05	\$137.36
GIS Analyst III (GIA3)	\$49.51	\$87.26	\$14.36	\$151.13
GIS Analyst IV (GIA4)	\$53.00	\$93.41	\$15.37	\$161.78
GIS Manager (GISM)	\$59.00	\$103.98	\$17.11	\$180.09
Graphic Designer II (GRD2)	\$46.00	\$81.07	\$13.34	\$140.41
Graphic Designer III (GRD3)	\$49.19	\$86.69	\$14.27	\$150.15
Hydrographer I (HYD1)	\$30.94	\$54.53	\$8.97	\$94.44
Hydrographer II (HYD2)	\$33.41	\$58.88	\$9.69	\$101.98
Hydrographer III (HYD3)	\$39.61	\$69.81	\$11.49	\$120.91
Hydrographer IV (HYD4)	\$58.92	\$103.84	\$17.09	\$179.85
Hydrographer V (HYD5)	\$70.00	\$123.37	\$20.30	\$213.67
Intern I (INT1)	\$26.21	\$46.19	\$7.60	\$80.00
Intern II (INT2)	\$22.90	\$40.36	\$6.64	\$69.90
Landscape Designer I (LAD1)	\$29.40	\$51.81	\$8.53	\$89.74
Landscape Designer IV (LAD4)	\$47.66	\$84.00	\$13.82	\$145.48
Landscape Architect II (LAR2)	\$41.43	\$73.02	\$12.02	\$126.47
Landscape Architect III (LAR3)	\$49.09	\$86.52	\$14.24	\$149.85
Landscape Architect IV (LAR4)	\$60.50	\$106.63	\$17.55	\$184.68
Landscape Architect V (LAR5)	\$62.49	\$110.13	\$18.13	\$190.75
Office Survey Technician I (OST1)	\$33.50	\$59.04	\$9.72	\$102.26
Office Survey Technician II (OST2)	\$33.02	\$58.19	\$9.58	\$100.79
Office Survey Technician III (OST3)	\$39.62	\$69.83	\$11.49	\$120.94
Office Survey Technician IV (OST4)	\$45.00	\$79.31	\$13.05	\$137.36
Office Survey Technician V (OST5)	\$47.50	\$83.71	\$13.78	\$144.99
Project Accountant II (PAC2)	\$36.10	\$63.62	\$10.47	\$110.19
Project Accountant III (PAC3)	\$41.50	\$73.14	\$12.04	\$126.68
Project Accountant IV (PAC4)	\$47.00	\$82.83	\$13.63	\$143.46
Project Accountant V (PAC5)	\$50.78	\$89.49	\$14.73	\$155.00
Party Chief I (PCH1)	\$36.50	\$64.33	\$10.59	\$111.42
Party Chief II (PCH2)	\$42.08	\$74.16	\$12.21	\$128.45

Party Chief III (PCH3)	\$48.27	\$85.07	\$14.00	\$147.34
Party Chief IV (PCH4)	\$55.50	\$97.81	\$16.10	\$169.41
Project Controls Specialist III (PCS3)	\$51.40	\$90.59	\$14.91	\$156.90
Project Controls Specialist IV (PCS4)	\$60.27	\$106.22	\$17.48	\$183.97
Project Controls Specialist V (PCS5)	\$67.70	\$119.31	\$19.64	\$206.65
Project Coordinator I (PJC1)	\$31.66	\$55.80	\$9.18	\$96.64
Project Coordinator II (PJC2)	\$35.11	\$61.88	\$10.18	\$107.17
Project Coordinator III (PJC3)	\$38.70	\$68.20	\$11.22	\$118.12
Project Coordinator IV (PJC4)	\$43.95	\$77.46	\$12.75	\$134.16
Project Coordinator V (PJC5)	\$49.09	\$86.52	\$14.24	\$149.85
Project Coordinator VI (PJC6)	\$58.00	\$102.22	\$16.82	\$177.04
Project Manager I (PJM1)	\$55.36	\$97.57	\$16.06	\$168.99
Project Manager II (PJM2)	\$68.07	\$119.97	\$19.74	\$207.78
Project Manager III (PJM3)	\$82.46	\$145.33	\$23.92	\$251.71
Project Manager IV (PJM4)	\$100.99	\$177.98	\$29.29	\$308.26
Project Manager V (PJM5)	\$119.00	\$209.73	\$34.52	\$363.25
Project Manager VI (PJM6)	\$132.00	\$232.64	\$38.29	\$402.93
Planner I (PLN1)	\$37.13	\$65.44	\$10.77	\$113.34
Planner II (PLN2)	\$46.42	\$81.81	\$13.46	\$141.69
Planner III (PLN3)	\$58.21	\$102.59	\$16.88	\$177.68
Planner IV (PLN4)	\$69.07	\$121.73	\$20.03	\$210.83
Project Surveyor I (PSV1)	\$53.93	\$95.05	\$15.64	\$164.62
Project Surveyor II (PSV2)	\$53.50	\$94.29	\$15.52	\$163.31
Project Surveyor III (PSV3)	\$62.00	\$109.27	\$17.98	\$189.25
Project Surveyor IV (PSV4)	\$72.00	\$126.89	\$20.88	\$219.77
QA/QC Specialist II (QAC2)	\$41.17	\$72.56	\$11.94	\$125.67
QA/QC Specialist III (QAC3)	\$52.00	\$91.64	\$15.08	\$158.72
QA/QC Specialist IV (QAC4)	\$92.00	\$162.14	\$26.68	\$280.82
Remote Pilot I (RPL1)	\$29.10	\$51.29	\$8.44	\$88.83
Remote Pilot II (RPL2)	\$42.08	\$74.16	\$12.21	\$128.45
Remote Pilot III (RPL3)	\$65.00	\$114.56	\$18.85	\$198.41
Survey Analyst I (SAN1)	\$38.78	\$68.35	\$11.25	\$118.38
Survey Analyst II (SAN2)	\$57.50	\$101.34	\$16.68	\$175.52
Survey Analyst III (SAN3)	\$50.00	\$88.12	\$14.50	\$152.62
Scientist I (SCI1)	\$36.87	\$64.98	\$10.69	\$112.54
Scientist II (SCI2)	\$41.00	\$72.26	\$11.89	\$125.15
Scientist III (SCI3)	\$43.32	\$76.35	\$12.57	\$132.24
Scientist IV (SCI4)	\$73.00	\$128.66	\$21.17	\$222.83
Support Svcs Specialist II (SSS2)	\$22.17	\$39.07	\$6.43	\$67.67
Support Svcs Specialist III (SSS3)	\$30.96	\$54.56	\$8.98	\$94.50
Support Svcs Specialist IV (SSS4)	\$32.17	\$56.70	\$9.33	\$98.20
Support Svcs Specialist V (SSS5)	\$39.70	\$69.97	\$11.52	\$121.19
Support Svcs Specialist VII (SSS7)	\$56.00	\$98.69	\$16.24	\$170.93
Survey Manager I (SVM1)	\$63.75	\$112.35	\$18.49	\$194.59
Survey Manager II (SVM2)	\$77.00	\$135.70	\$22.33	\$235.03

Survey Manager III (SVM3)		\$81.00	\$142.75	\$23.49	\$247.24
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Development Division
Contract Services Office
PO Box 47408
Olympia, WA 98504-7408
7345 Linderson Way SW
Tumwater, WA 98501-6504

TTY: 1-800-833-6388
www.wsdot.wa.gov

April 30, 2024

David Evans and Associates, Inc.
703 Douglas Fir Dr.
Magnolia, TX 77354

Subject: Acceptance FYE 2023 ICR – Cognizant Review

Dear Marie Fuzzell:

We have accepted your firms FYE 2023 Indirect Cost Rate (ICR) of 176.24% of direct labor (rate includes 0.86% Facilities Capital Cost of Money) based on the “Cognizant Review” from Oregon Department of Transportation (ODOT) who accepted the audit performed by Moss Adams, LLP. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

Any other entity contracting with your firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at **(360) 704-6397** or via email consultanrates@wsdot.wa.gov.

Regards,


[Schatzie Harvey \(Apr 30, 2024 12:20 PDT\)](#)

SCHATZIE HARVEY, CPA
Contract Services Manager

SH:sms

Exhibit E

Sub-consultant Cost Computations

If no sub-consultant participation listed at this time. The CONSULTANT shall not sub-contract for the performance of any work under this AGREEMENT without prior written permission of the AGENCY. Refer to section VI “Sub-Contracting” of this AGREEMENT.

See attached Exhibit E

Exhibit E
City of Redmond
154th Ave Pavement Management Project

HWA GeoSciences Inc.

	Classification	Est. Hours	x	Rate	=	Dollars
1	Geotechnical Engineer VIII	52		\$ 96.00		\$4,992
2	Geotechnical Engineer III	60		\$ 50.00		\$3,000
3	Geologist III	74		\$ 41.00		\$3,034
4	Geologist II	60		\$ 34.00		\$2,040
5	CAD	8		\$ 36.00		\$288
6	Contracts Administrator	4		\$ 53.00		\$212
7	Administrative Support	0		\$ 38.00		\$0

Total Hrs. 258

Total DSC **\$ 13,566**

Salary Escalation Cost (estimated)

Escalation - % of Labor Cost 0% per year @ 0 year(s) \$0

Total DSC **\$ 13,566**

Overhead (OH Rate x DCS) 187.24% x \$ 13,566 = **\$ 25,401**

Fixed Fee (FF Rate x (DSC + Overhead)) 10.5% x \$ 38,967 = **\$ 4,092**

Total Overhead & Fixed Fee Cost **\$ 29,493**

Direct Expenses	No.	Unit	Each	Cost
Mileage @ IRS Rate	178	miles @	\$0.70 /mile	\$ 125
GPS for Core Locations	1	@	\$75 /day	\$ 75
Traffic Control Plans	20	@	\$150 /sheet	\$ 3,000
FWD Rate	4	@	\$1,000 /hr	\$ 4,000
Pavement Coring	20	@	\$80 /core	\$ 1,600
Traffic Control for Testing & Coring	1	@	\$15,000	\$ 15,000
Laboratory Testing	1	@	\$1,400	\$ 1,400

Direct Expenses Subtotal **\$ 25,200**

HWA GeoSciences Inc. Total **\$ 68,259**

Exhibit E
City of Redmond
154th Ave Pavement Management Project

HWA GeoSciences Inc.

		1	2	3	4	5	6	7		
		Geotechnical Engineer VIII	Geotechnical Engineer III	Geologist III	Geologist II	CAD	Contracts Administrator	Administrative Support		
Work Element #	Work Element	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	Total hrs	HWA Total hrs	HWA Total \$
2.0	Project Management and Coordination									
2.1	Project Management									
2.2	Subconsultant Coordination									
2.3	Develop Project Schedule									
2.4	Monthly Invoices/Progress Reports									
2.5	Progress Meetings									
2.6	Quality Control/Quality Assurance Review									
2.7	Change Management									
	Work Element 2.0 Total									
3.0	Survey and Basemap Preparation									
3.1	Base Mapping Using City Provided Data									
3.2	Data Collection									
	Work Element 3.0 Total									
4.0	Environmental Documentation									
4.1	Environmental Meetings									
4.2	NEPA/SEPA Compliance									
4.3	Permitting									
	Work Element 4.0 Total									
5.0	Utility Coordination									
	Work Element 5.0 Total									
6.0	Agency Coordination									
	Work Element 6.0 Total									
7.0	Pavement Report	52	60	74	60	8	4		258	\$13,566
	Work Element 7.0 Total	52	60	74	60	8	4		258	\$13,566
8.0	Design									
8.0	Project Site Visits									
8.2	Plans, Specifications, and Estimate Preparation (30%, 60%, 90%)									
8.2.1	30% Submittal									
8.2.2	60% Submittal									
8.2.3	90% Submittal									
8.3	100% PS&E Documents									
8.4	Assistance During Bid Period									
	Work Element 8.0 Total									
9.0	Community Outreach Support									
	Exhibits/Graphics Preparation									
	Work Element 9.0 Total									
10.0	Optional Service									
	Additional investigations and design services									
	Construction Engineering Support									
	Construction Management and Inspection Support									
	Record Drawings Preparation									
	Work Element 10.0 Total									
	EXPENSES									\$25,200
	SALARY ESCALATION									
PROJECT WORK ELEMENTS TOTALS		52	60	74	60	8	4		258	\$38,766

Project Cost Estimate
154th Avenue NE Pavement Management Program
Pavement Investigation
Redmond, Washington



HWA Ref: 2025-056
Date: 28-Mar-25
Prepared By: BKH

Scope of Work

Coordinate fieldwork with client. Fieldwork to consist of FWD testing and pavement coring, as described below.
Perform FWD testing along all (four) travel lanes of 154th Avenue NE, from Redmond Way to NE 85th Street.
FWD test spacing will be approximately 100 foot intervals. Testing to consist of 3 drops at each location. GPS readings will be taken at each test location.
Perform visual assessment of pavement condition, mark locations of 20 pavement cores, and arrange for utility locates.
Coordinate temporary traffic control plans (TCP) with subcontractor and prepare Right of Way (ROW) use application for pavement coring and submit to City of Redmond for approval.
Perform pavement coring at 20 locations using a 6-inch diameter core barrel.
Shallow hand borings, to depths of about 2 feet, will be completed at each core location to assess base course thicknesses and subgrade conditions.
Pavement cores will be backfilled with compacted gravel and patched with Aquaphalt 6.0 water activated cold patch matching existing pavement thickness.
Prepare photographic logs of pavement cores/hand borings.
Analyze FWD data and backcalculate subgrade resilient modulus at each test location.
Prepare a spreadsheet presenting the results of field testing (including FWD deflection readings and resilient modulus of subgrade).
Perform engineering analyses related to pavement rehabilitation/reconstruction.
Revisit alignment with results of pavement cores and FWD testing and delineate areas that require full-depth repairs versus rehabilitation (grind and overlay).
Prepare a letter report presenting the results of FWD testing, pavement coring, and our pavement rehabilitation/reconstruction recommendations.
Finalize report based on review comments.

ESTIMATED HWA LABOR:

WORK TASK DESCRIPTION	PERSONNEL & 2025 HOURLY RATES							TOTAL HOURS	TOTAL AMOUNT
	Engr. VIII \$96.00	Engr. III \$50.00	Geol. III \$41.00	Geol. II \$34.00	CAD \$36.00	Contracts \$53.00	Admin \$38.00		
Project Setup/Coordination	2							2	\$192
Perform FWD Testing, Mark Pavement Cores & Arrange Locates	10	12						22	\$1,560
Subcontract Development of TCPs & Submit Permit Application to City			8					8	\$328
Perform Pavement Coring (20 Cores)			50	50				100	\$3,750
Prepare Photographic Pavement Core Logs & Assign Lab Testing	2	4		10				16	\$732
FWD Data Analyses/Prepare Spreadsheet/Prepare Plots	8	16						24	\$1,568
Engineering Analyses	8	8						16	\$1,168
Revisit Site & Delineate Areas Requiring Full-Depth Repairs	8		8					16	\$1,096
Prepare Draft Report	8	16	8		8			40	\$2,184
Prepare Final Report	2	4						6	\$392
Consultation / Project Management / Invoicing / Progress Reports	4					4		8	\$596
DIRECT SALARY COST	52	60	74	60	8	4	0	258	\$13,566

LABORATORY TEST SUMMARY:

Test	Est. No.	Unit	Total
	Tests	Cost	Cost
Grain Size Distribution	10	\$140	\$1,400
Grain Size & Hydro	0	\$280	\$0
Atterberg Limits (plasticity index)	0	\$265	\$0

LABORATORY TOTAL: \$1,400

ESTIMATED DIRECT EXPENSES:

Mileage @ IRS rate	\$125
Per Diem @ \$250/day/person	\$0
GPS for Core Locations (@ \$75/day)	\$75
Traffic Control Plans (@ \$150/sheet)	\$3,000
FWD Rate (@ \$1,000/hr)	\$4,000
Pavement Coring (@ \$80/core)	\$1,600
Traffic Control for FWD Testing & Pavement Cores	\$15,000
Laboratory Testing	\$1,400
TOTAL DIRECT EXPENSES:	\$25,200

PROJECT TOTALS AND SUMMARY:

Direct Salary Cost (DSC)	\$13,566
OH @ 187.24% * DSC	\$25,401
Fixed Fee @ 10.5% * (DSC+OH)	\$4,092
Total Labor Cost	\$43,059
Direct Expenses	\$25,200
GRAND TOTAL:	\$68,259

Assumed Conditions:

1. All costs are estimated, and may be increased or decreased within the limits of the total budget at the discretion of HWA's project manager.
2. No Street Use Permits/ROW Use fees will be required.
3. Hot Mix Asphalt (HMA) patching will not be required at pavement core locations. If HMA patching is required, a supplemental budget will be necessary.



HWA GEOSCIENCES INC.
2025 ANTE HOURLY RATES BY CATEGORY

TITLE	NTE HOURLY RATE	Overhead 1.8724	Fixed Fee 10.50%	Billing Rate
Administrative Support	\$38.00	\$71.15	\$11.46	\$120.61
CAD	\$50.00	\$93.62	\$15.08	\$158.70
Contracts Administrator	\$55.00	\$102.98	\$16.59	\$174.57
Geologist I	\$35.00	\$65.53	\$10.56	\$111.09
Geologist II	\$38.00	\$71.15	\$11.46	\$120.61
Geologist III	\$45.00	\$84.26	\$13.57	\$142.83
Geologist IV	\$53.00	\$99.24	\$15.98	\$168.22
Geologist V	\$55.00	\$102.98	\$16.59	\$174.57
Geologist VI	\$63.00	\$117.96	\$19.00	\$199.96
Geologist VII	\$80.00	\$149.79	\$24.13	\$253.92
Geologist VIII	\$90.00	\$168.52	\$27.14	\$285.66
Geotechnical Engineer I	\$41.00	\$76.77	\$12.37	\$130.13
Geotechnical Engineer II	\$47.00	\$88.00	\$14.18	\$149.18
Geotechnical Engineer III	\$52.00	\$97.36	\$15.68	\$165.05
Geotechnical Engineer IV	\$60.00	\$112.34	\$18.10	\$190.44
Geotechnical Engineer V	\$68.00	\$127.32	\$20.51	\$215.83
Geotechnical Engineer VI	\$72.00	\$134.81	\$21.72	\$228.53
Geotechnical Engineer VII	\$90.00	\$168.52	\$27.14	\$285.66
Geotechnical Engineer VIII	\$98.00	\$183.50	\$29.56	\$311.05
Hydrogeologist IV	\$60.00	\$112.34	\$18.10	\$190.44
Hydrogeologist V	\$65.00	\$121.71	\$19.60	\$206.31
Lab/Field Technician I	\$27.00	\$50.55	\$8.14	\$85.70
Lab/Field Technician II	\$29.00	\$54.30	\$8.75	\$92.05
Lab/Field Technician III	\$40.00	\$74.90	\$12.06	\$126.96
Lab/Field Technician IV	\$49.00	\$91.75	\$14.78	\$155.53
Lab/Field Technician V	\$52.00	\$97.36	\$15.68	\$165.05
Principal IX	\$110.00	\$205.96	\$33.18	\$349.14

July 16, 2024

HWA GeoSciences, Inc.
21312 30th Dr SE, Suite 110
Bothell, WA 98021

Subject: Acceptance FYE 2023 ICR – CPA Report

Dear Tracy Brodahl:

We have accepted your firm's FYE 2023 Indirect Cost Rate (ICR) of 187.24% (rate includes 1.03% Facilities Capital Cost of Money) based on the "Independent CPA Report" prepared by T-Max CPA. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with the firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at (360) 704-6397 or via email consultantrates@wsdot.wa.gov.

Regards,


Schatzie Harvey (Jul 17, 2024 06:47 PDT)

SCHATZIE HARVEY, CPA
Contract Services Manager

SH: sms

HWA GEOSCIENCES, INC.
STATEMENT OF DIRECT LABOR, FRINGE BENEFITS, AND GENERAL OVERHEAD
FOR THE YEAR ENDED DECEMBER 31, 2023

Description	GL Account Balance	Unallowable Costs	FAR Ref	Total Proposed	% of Direct Labor
Direct Labor	<u>\$ 2,542,477</u>	<u>\$ -</u>		<u>\$ 2,542,477</u>	
Fringe Benefits:					
Bonuses	\$ 676,312	\$ -		\$ 676,312	
PTO	415,033	-		415,033	
401 k	122,129	-		122,129	
Employee group insurance	311,561	(5,190)	(1)	306,371	
Workers' comp	11,381	-		11,381	
Payroll taxes	346,233	(2,698)	(2)	343,535	
Other employee benefits	24,154	(17,972)	(3)(4)	6,182	
Total Fringe Benefits	<u>\$ 1,906,803</u>	<u>\$ (25,860)</u>		<u>\$ 1,880,943</u>	<u>73.98%</u>
General Overhead:					
Indirect labor	\$ 1,124,560	\$ (49,222)	(5)(6)	\$ 1,075,338	
Bid and proposals	91,966	(136)	(4)(7)	91,830	
Automobile expense	22,346	-		22,346	
Advertising and marketing	47,602	(47,602)	(6)	-	
Bank service charges	3,576	-		3,576	
Contributions	2,161	(2,161)	(8)(9)	-	
Computer and software expenses	231,875	-		231,875	
Depreciation and amortization	143,987	-		143,987	
Dues and subscriptions	5,478	-		5,478	
Insurance	262,396	-		262,396	
Interest	30,239	(30,239)	(10)(11)	-	
Maintenance and repairs	5,774	-		5,774	
Meals and entertainment	9,288	(1,200)	(3)	8,088	
Office supplies and postage	40,685	(1,520)	(12)(13)	39,165	
Printing	25,839	-		25,839	
Professional fees	122,081	(288)	(14)	121,793	
Seminars and professional education	61,854	(222)	(15)	61,632	
Supplies	71,843	-		71,843	
Rent and utilities	502,396	-		502,396	
Taxes and licenses	423,238	(238,098)	(2)(10)(11)(16)	185,140	
Telecommunications	63,027	-		63,027	
Travel	5,326	-		5,326	
Recovery	(37,025)	(36,443)	(17)	(73,468)	
Total General Overhead	<u>\$ 3,260,512</u>	<u>\$ (407,131)</u>		<u>\$ 2,853,381</u>	<u>112.23%</u>
Total Fringe Benefits and General Overhead	<u>\$ 5,167,315</u>	<u>\$ (432,991)</u>		<u>\$ 4,734,324</u>	<u>186.21%</u>
Facilities Capital Cost of Money (FCCM)				<u>\$ 26,264</u>	<u>1.03%</u>

See notes to the indirect cost statement.

HWA GEOSCIENCES, INC.
DESCRIPTION OF FAR REFERENCES
FOR THE YEAR ENDED DECEMBER 31, 2023

- (1) 31.205-19 (e) (2) (v) Insurance and indemnification - Costs of insurance on the lives of officers, partners, proprietors, or employees that does not represent additional compensation and the company is the beneficiary of the policy is unallowable.
- (2) 31.201-6 (a) Accounting for unallowable costs - When an unallowable cost is incurred, its directly associated costs are also unallowable.
- (3) 31.205-14 Entertainment costs – Costs of amusement, diversions, social activities, and any directly associated costs such as tickets to shows or sports events, meals, lodging, rentals, transportation, and gratuities are unallowable.
- (4) 31.205-51 Costs of alcoholic beverages - Costs of alcoholic beverages are unallowable.
- (5) 31.205-6 Compensation for personal services (b) (2) - Compensation is reasonable if the aggregate of each measurable and allowable element sums to a reasonable total. Any amount in excess of reasonableness is unallowable.
- (6) 31.205-1 (f) (1) Public relations and advertising costs - All public relations and advertising costs whose primary purpose is to promote the sale of products or services by stimulating interest in a product or product line, or by disseminating messages calling favorable attention to the contractor for purposes of enhancing the company image to sell the company's products or services are unallowable.
- (7) 31.205-46 (a) (2) Travel costs - Costs incurred for lodging, meals, and incidental expenses shall be considered to be reasonable and allowable only to the extent that they do not exceed on a daily basis the maximum per diem rates in effect at the time of travel.
- (8) 31.205-8 Contributions or donations - Contributions or donations, including cash, property and services, regardless of recipient, are unallowable.
- (9) 31.205-22 (a) (1) Lobbying and political activity costs - Attempts to influence the outcomes of any Federal, State, or local election, referendum, initiative, or similar procedure, through in kind or cash contributions, endorsements, publicity, or similar activities are unallowable.
- (10) 31.205-20 - Interest and other financial costs - Interest on borrowings (however represented) are unallowable.
- (11) 31.205-15 (a) Fines, penalties, and mischarging costs - Costs of fines and penalties resulting from violations of, or failure of the contractor to comply with, Federal, State, local, or foreign laws and regulations, are unallowable.
- (12) 31.205-13 (b) Employee morale, health, welfare, food service, and dormitory costs and credits - Costs of gifts are unallowable.
- (13) 31.201-2 (c) Determining allowability - Costs for other accounting periods are unallowable.
- (14) 31.202 (a) Direct costs - Direct costs of the contract shall be charged directly to the contract.
- (15) 31.201-2 (d) Determining allowability - Costs not supported with documentation are unallowable.
- (16) 31.205-41 (b) (7) Taxes - Income tax accruals designed to account for the tax effects of differences between taxable income and pretax income as reflected by the books of account and financial statements are unallowable.
- (17) 31.201-5 Credits - The applicable portion of any income, rebate, allowance, or other credit relating to any allowable cost and received by or accruing to the contractor shall be credited to the Government either as a cost reduction or by cash refund.

Exhibit E
City of Redmond
154th Ave Pavement Management Project

Concord Engineering

	Classification	Est. Hours	x	Rate	=	Dollars
1	Senior Engineer 7	8		\$ 102.00		\$816
2	Senior Engineer 6	68		\$ 98.00		\$6,664
3	Associate Engineer 5	44		\$ 66.00		\$2,904
4	Assistant Engineer 3	64		\$ 47.00		\$3,008
5	Project Coordinator 3	9		\$ 38.00		\$342
		Total Hrs.		193		

Total DSC **\$ 13,734**

Salary Escalation Cost (estimated)

Escalation - % of Labor Cost 0% per year @ 0 year(s) \$0

Total DSC **\$ 13,734**

Overhead (OH Rate x DCS)	102.22%	x	\$ 13,734	=	\$ 14,039
Fixed Fee (FF Rate x (DSC + Overhead))	10.5%	x	\$ 27,773	=	\$ 2,916
Total Overhead & Fixed Fee Cost					\$ 16,955

Direct Expenses	No.	Unit	Each	Cost
Mileage	120	miles @	\$0.700 /mile	\$ 84.00
Direct Expenses Subtotal				\$ 84

Concord Engineering Total **\$ 30,773**

Exhibit E
City of Redmond
154th Ave Pavement Management Project

Concord Engineering

Work Element #	Work Element	1	2	3	4	5	CE Total hrs	CE Total \$	% of Total Hours
		Senior Engineer 7	Senior Engineer 6	Associate Engineer 5	Assistant Engineer 3	Project Coordinator 3			
		Total hrs	Total hrs	Total hrs	Total hrs	Total hrs			
2.0	Project Management and Coordination								
2.1	Project Management								
2.2	Subconsultant Coordination								
2.3	Develop Project Schedule								
2.4	Monthly Invoices/Progress Reports		9			9	18	\$1,224	9.33%
2.5	Progress Meetings		16				16	\$1,568	8.29%
2.6	Quality Control/Quality Assurance Review	8					8	\$816	4.15%
2.7	Change Management		2				2	\$196	1.04%
	Work Element 2.0 Total	8	27			9	44	\$3,804	22.80%
3.0	Survey and Basemap Preparation								
3.1	Base Mapping Using City Provided Data								
3.2	Data Collection		4	4			8	\$656	4.15%
	Work Element 3.0 Total		4	4			8	\$656	4.15%
4.0	Environmental Documentation								
4.1	Environmental Meetings								
4.2	NEPA/SEPA Compliance								
4.3	Permitting								
	Work Element 4.0 Total								
5.0	Utility Coordination								
	Work Element 5.0 Total								
6.0	Agency Coordination		3				3	\$294	1.55%
	Work Element 6.0 Total		3				3	\$294	1.55%
7.0	Pavement Report								
	Work Element 7.0 Total								
8.0	Design								
8.0	Project Site Visits		4				4	\$392	2.07%
8.2	Plans, Specifications, and Estimate Preparation (30%, 60%, 90%)								
8.2.1	30% Submittal								
8.2.2	60% Submittal		12	16	32		60	\$3,736	31.09%
8.2.3	90% Submittal		8	12	20		40	\$2,516	20.73%
8.3	100% PS&E Documents		6	8	12		26	\$1,680	13.47%
8.4	Assistance During Bid Period		4	4			8	\$656	4.15%
	Work Element 8.0 Total		34	40	64		138	\$8,980	71.50%
9.0	Community Outreach Support								
	Exhibits/Graphics Preparation								
	Work Element 9.0 Total								
	Optional Service								
	Additional investigations and design services								
	Construction Engineering Support								
	Construction Management and Inspection Support								
	Record Drawings Preparation								
	Work Element 10.0 Total								
	EXPENSES							\$84	
	SALARY ESCALATION								
PROJECT WORK ELEMENTS TOTALS		8	68	44	64	9	193	\$13,818	100.00%

Scope of Work for Engineering Services City of Redmond (COR) 154th Ave Pavement Management

3/14/2025

Purpose

The purpose of this scope of work is to provide transportation engineering and design services needed to support 154th Ave Pavement Management project in Redmond, WA. Anticipated services include temporary and permanent traffic signal modification for the intersection of NE 85th St and 154th Ave NE. This scope of work also includes data collection and design support as needed for the temporary and permanent signal design. The duration of the project is anticipated to be eight months starting from notice to proceed (NTP).

Task 2.0: Project Management and Meetings

Concord shall maintain a project file (hard copy and electronic) of project data, correspondence, reports, plans, and documents and shall keep the Project Manager informed of the work performed. This task also includes project setup and invoicing. Coordination may include telephone correspondence, e-mail, fax, and meetings, as necessary. It is anticipated that Concord will attend up to 16 one-hour team coordination meetings. This task also includes quality control and quality assurance review.

Task 3.0: Survey and Basemap Preparation

Concord will schedule a field meeting with City of Redmond traffic signal technicians to document and invent all existing traffic signal systems within the project area. Field inventory will include conduit sizes and locations, wiring sizes and splice points, controller cabinet location and components, and the service points.

Task 6.0: Agency Coordination

Concord will attend Teams meetings with WSDOT Local Programs and coordinate with WSDOT through e-mails. It is anticipated that Concord will attend up to 3 agency coordination meetings.

Task 8.0: Design

Task 8.1: Project Site Visits

Concord shall conduct up to two additional site visits during the project to review/address design issues. City of Redmond traffic signal technicians shall be present during site visits, if requested.

Task 8.2: Plans Specification, and Estimate Preparation

Permanent Traffic Signal Design

Concord will design the permanent traffic detection modifications for the northbound approach at the intersection of NE 85th St and 154th Ave NE. The traffic detection will be designed in accordance with COR Standards. The Consultant will review and coordinate design activities with the civil engineering consultant.

Concord will conduct conduit capacity and handhole capacity calculations on all new and existing conduits being used. Adjustments will be made to the design, if needed, to ensure capacities are not exceeded.

Concord will provide specification and construction cost estimate assistance as needed.

The following design elements are anticipated:

- Install new detection loops or video detection.
- Install new conduit, handhole, and wiring as necessary.

The design of the proposed traffic signals will include the following plan sheets:

General Notes and Legend (1 sheet)

Detection Plan (1 sheets): 1"=20' scale design plan. This plan will identify the existing detection equipment to remain, equipment to be removed, and all proposed equipment, including loops, video cameras, handholes and conduits.

Temporary Traffic Signal Design

Concord will design the temporary traffic detection modifications for the northbound approach at the intersection of NE 85th St and 154th Ave NE. The traffic detection will be designed in accordance with COR Standards. The Consultant will review and coordinate design activities with the civil engineering consultant.

Concord will provide specification and construction cost estimate assistance as needed.

The following design elements are anticipated:

- Install temporary video detection on existing signal poles or mast arms.
- Install temporary wiring.

The design of the proposed traffic detection will include the following plan sheets:

General Notes and Legend, and Schedules (1 sheet): This plan will include wire schedule, and any miscellaneous details needed.

Temporary Detection Plan (1 sheets): 1"=20' scale design plan. This plan will identify the existing detection equipment to remain, equipment to be removed, and all proposed temporary equipment, and any required wiring.

Assumptions:

- All plans will be prepared using AutoCAD version 2018 or newer. An electronic basemap/survey files will be provided by others to Concord for the design. Base map should include curb and sidewalk, street furniture, street trees, stationed centerline, all underground and overhead utilities, ROW, traffic signal, traffic detection, and street lighting elements, and pavement marking and signings.
- Most recent as-builts for traffic projects within project limits shall be provided by others to Concord.
- This scope assumes there is no required public involvement.
- This scope of work does not include any lighting analysis and design.
- The scope of work does not include any traffic analysis.

Deliverables:

- 60% Design Plans (PDF)
- 90% Design Plans (PDF)
- 100% Design Plans (PDF)
- Specification and Cost estimate as needed.
- Responses to City Design Review Comments

Task 8.4: Assistance During Bid Period

Concord shall provide assistance during the bid and award of the construction contract, on an as-needed basis. This assistance will be to answer any questions that arise concerning the PS&E documents. Any necessary plan, specification, or cost estimate changes required by any addenda shall also be provided. All changes shall be compiled to create a conformed set of plans and contract provisions (the As-Bid documents).

August 20, 2024

Concord Engineering, Inc.
2285 116th Ave NE
Bellevue, WA 98004

Subject: Acceptance FYE 2023 ICR – Risk Assessment Review

Dear Irene Yang:

Based on Washington State Department of Transportation's (WSDOT) Risk Assessment review of your Indirect Cost Rate (ICR), we have accepted your proposed FYE 2023 ICR of 102.22%. This rate will be applicable for WSDOT Agreements and Local Agency Contracts in Washington only. This rate may be subject to additional review if considered necessary by WSDOT. Your ICR must be updated on an annual basis.

Costs billed to agreements/contracts will still be subject to audit of actual costs, based on the terms and conditions of the respective agreement/contract.

This was not a cognizant review. Any other entity contracting with your firm is responsible for determining the acceptability of the ICR.

If you have any questions, feel free to contact our office at **(360) 704-6397** or via email consultantrates@wsdot.wa.gov.

Regards,



[Schatzie Harvey \(Aug 22, 2024 06:59 PDT\)](#)

SCHATZIE HARVEY, CPA
Contract Services Manager

SH:sms

Actuals Not To Exceed Table (ANTE)

<p style="text-align: center;">Concord Engineering Inc. 2285 116th Ave NE Bellevue WA 98004 Rates Effective Period: July 1, 2024 - June 30, 2025</p>				
Job Classifications	Direct Labor Hourly Billing Rate NTE	Overhead NTE*	Fixed Fee NTE	All Inclusive Hourly Billing Rate NTE
		102.22%	10.50%	
Project Manager 8	\$ 108.00	\$ 110.40	\$ 22.93	\$ 241.33
Project Manager 7	\$ 102.00	\$ 104.26	\$ 21.66	\$ 227.92
Project Manager 6	\$ 98.00	\$ 100.18	\$ 20.81	\$ 218.98
Project Manager 5	\$ 94.00	\$ 96.09	\$ 19.96	\$ 210.05
Project Manager 4	\$ 90.00	\$ 92.00	\$ 19.11	\$ 201.11
Project Manager 3	\$ 83.00	\$ 84.84	\$ 17.62	\$ 185.47
Project Manager 2	\$ 78.00	\$ 79.73	\$ 16.56	\$ 174.29
Project Manager 1	\$ 74.00	\$ 75.64	\$ 15.71	\$ 165.36
Senior Engineer 8	\$ 108.00	\$ 110.40	\$ 22.93	\$ 241.33
Senior Engineer 7	\$ 102.00	\$ 104.26	\$ 21.66	\$ 227.92
Senior Engineer 6	\$ 98.00	\$ 100.18	\$ 20.81	\$ 218.98
Senior Engineer 5	\$ 94.00	\$ 96.09	\$ 19.96	\$ 210.05
Senior Engineer 4	\$ 90.00	\$ 92.00	\$ 19.11	\$ 201.11
Senior Engineer 3	\$ 83.00	\$ 84.84	\$ 17.62	\$ 185.47
Senior Engineer 2	\$ 78.00	\$ 79.73	\$ 16.56	\$ 174.29
Senior Engineer 1	\$ 74.00	\$ 75.64	\$ 15.71	\$ 165.36
Engineering Supervisor	\$ 72.00	\$ 73.60	\$ 15.29	\$ 160.89
Associate Engineer 6	\$ 68.00	\$ 69.51	\$ 14.44	\$ 151.95
Associate Engineer 5	\$ 66.00	\$ 67.47	\$ 14.01	\$ 147.48
Associate Engineer 4	\$ 64.00	\$ 65.42	\$ 13.59	\$ 143.01
Associate Engineer 3	\$ 62.00	\$ 63.38	\$ 13.16	\$ 138.54
Associate Engineer 2	\$ 58.00	\$ 59.29	\$ 12.32	\$ 129.60
Associate Engineer 1	\$ 53.00	\$ 54.18	\$ 11.25	\$ 118.43
Assistant Engineer 5	\$ 51.00	\$ 52.13	\$ 10.83	\$ 113.96
Assistant Engineer 4	\$ 49.00	\$ 50.09	\$ 10.40	\$ 109.49
Assistant Engineer 3	\$ 47.00	\$ 48.04	\$ 9.98	\$ 105.02
Assistant Engineer 2	\$ 45.00	\$ 46.00	\$ 9.55	\$ 100.55
Assistant Engineer 1	\$ 42.00	\$ 42.93	\$ 8.92	\$ 93.85
CAD Manager	\$ 66.00	\$ 67.47	\$ 14.01	\$ 147.48
Administrative Process Manager	\$ 56.00	\$ 57.24	\$ 11.89	\$ 125.13
Project Accountant 3	\$ 38.00	\$ 38.84	\$ 8.07	\$ 84.91
Project Coordinator 3	\$ 38.00	\$ 38.84	\$ 8.07	\$ 84.91
Project Coordinator 1	\$ 34.00	\$ 34.75	\$ 7.22	\$ 75.97

Exhibit F - Title VI Assurances Appendix A & E

APPENDIX A

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees as follows:

1. **Compliance with Regulations:** The contractor (hereinafter includes consultants) will comply with the Acts and the Regulations relative to Non-discrimination in Federally-assisted programs of the U.S. Department of Transportation, ***(Federal Highway Administration)***, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. **Non-discrimination:** The contractor, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR Part 21.
[Include Washington State Department of Transportation specific program requirements.]
3. **Solicitations for Subcontracts, Including Procurements of Materials and Equipment:** In all solicitations, either by competitive bidding, or negotiation made by the contractor for work to be performed under a subcontract, including procurements of materials, or leases of equipment, each potential subcontractor or supplier will be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Non-discrimination on the grounds of race, color, or national origin. ***[Include Washington State Department of Transportation specific program requirements.]***
4. **Information and Reports:** The contractor will provide all information and reports required by the Acts, the Regulations, and directives issued pursuant thereto and will permit access to its books, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the ***(Federal Highway Administration)*** to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish the information, the contractor will so certify to the Recipient or the ***(Federal Highway Administration)***, as appropriate, and will set forth what efforts it has made to obtain the information.
5. **Sanctions for Noncompliance:** In the event of a contractor's noncompliance with the Non- discrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the ***(Federal Highway Administration)*** may determine to be appropriate, including, but not limited to:
 - a. withholding payments to the contractor under the contract until the contractor complies; and/or
 - b. cancelling, terminating, or suspending a contract, in whole or in part.
6. **Incorporation of Provisions:** The contractor will include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the ***(Federal Highway Administration)*** may direct as a means of enforcing such provisions including sanctions for noncompliance. Provided, that if the contractor becomes involved in, or is threatened with litigation by a subcontractor, or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States.

Exhibit F - Title VI Assurances Appendix A & E

APPENDIX E

During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following non-discrimination statutes and authorities; including but not limited to:

Pertinent Non-Discrimination Authorities:

- Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21.
- The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
- Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
- Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
- Airport and Airway Improvement Act of 1982, (49 USC § 471, Section 47123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
- The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms "programs or activities" to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
- Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
- The Federal Aviation Administration's Non-discrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
- Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures discrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
- Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
- Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

Exhibit G ***Certification Document***

- Exhibit G-1(a) Certification of Consultant
- Exhibit G-1(b) Certification of _____
- Exhibit G-2 Certification Regarding Debarment, Suspension and Other Responsibility Matters - Primary Covered Transactions
- Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying
- Exhibit G-4 Certificate of Current Cost or Pricing Data

Exhibit G-1(a) Certification of Consultant

I hereby certify that I am the and duly authorized representative of the firm of

whose address is

and that neither the above firm nor I have

- a) Employed or retained for a commission, percentage, brokerage, contingent fee, or other consideration, any firm or person (other than a bona fide employee working solely for me or the above CONSULTANT) to solicit or secure this AGREEMENT;
- b) Agreed, as an express or implied condition for obtaining this contract, to employ or retain the services of any firm or person in connection with carrying out this AGREEMENT; or
- c) Paid, or agreed to pay, to any firm, organization or person (other than a bona fide employee working solely for me or the above CONSULTANT) any fee, contribution, donation, or consideration of any kind for, or in connection with, procuring or carrying out this AGREEMENT; except as hereby expressly stated (if any);

I acknowledge that this certificate is to be furnished to the _____

and the Federal Highway Administration, U.S. Department of Transportation in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Exhibit G-1(b) Certification of _____

I hereby certify that I am the:

☐ Mayor

☐ Other

of the _____, and _____

or its representative has not been required, directly or indirectly as an express or implied condition in connection with obtaining or carrying out this AGREEMENT to:

- a) Employ or retain, or agree to employ to retain, any firm or person; o
- b) Pay, or agree to pay, to any firm, person, or organization, any fee, contribution, donation, or consideration of any kind; except as hereby expressly stated (if any):

I acknowledge that this certificate is to be furnished to the _____

and the Federal Highway Administration, U.S. Department of Transportation, in connection with this AGREEMENT involving participation of Federal-aid highway funds, and is subject to applicable State and Federal laws, both criminal and civil.

Signature

Date

Exhibit G-2 Certification Regarding Debarment Suspension and Other Responsibility
Matters - Primary Covered Transactions

- I. The prospective primary participant certifies to the best of its knowledge and belief, that it and its principals:
 - A. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from covered transactions by any Federal department or agency;
 - B. Have not within a three (3) year period preceding this proposal been convicted of or had a civil judgment rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, or performing a public (Federal, State, or local) transaction or contract under a public transaction; violation of Federal or State anti-trust statutes or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property;
 - C. Are not presently indicted for or otherwise criminally or civilly charged by a governmental entity (Federal, State, or local) with commission of any of the offenses enumerated in paragraph (1)(b) of this certification; an
 - D. Have not within a three (3) year period preceding this application / proposal had one or more public transactions (Federal, State and local) terminated for cause or default.
- II. Where the prospective primary participant is unable to certify to any of the statements in this certification such prospective participant shall attach an explanation to this proposal.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Exhibit G-3 Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The prospective participant certifies, by signing and submitting this bid or proposal, to the best of his or her knowledge and belief, that:

- 1. No Federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or any employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative AGREEMENT, and the extension, continuation, renewal, amendment, or modification of Federal contract, grant, loan or cooperative AGREEMENT.
- 2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any Federal agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan or cooperative AGREEMENT, the undersigned shall complete and submit Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the require certification shall be subject to a civil penalty of not less than \$10,000.00, and not more than \$100,000.00 for each such failure.

The prospective participant also agrees by submitting his or her bid or proposal that he or she shall require that the language of this certification be included in all lower tier sub-contracts, which exceed \$100,000 and that all such sub-recipients shall certify and disclose accordingly.

Consultant (Firm Name)

Signature (Authorized Official of Consultant)

Date

Exhibit G-4 Certification of Current Cost or Pricing Data

This is to certify that, to the best of my knowledge and belief, the cost or pricing data (as defined in section of the Federal Acquisition Regulation (FAR) and required under FAR subsection 15.403-4) submitted, either actually or by specific identification in writing, to the Contracting Officer or to the Contracting Officer's representative in support of _____* are accurate, complete, and current as of _____**.

This certification includes the cost or pricing data supporting any advance AGREEMENT's and forward pricing rate AGREEMENT's between the offer or and the Government that are part of the proposal.

Firm: _____

Signature

Title

Date of Execution _____***.

*Identify the proposal, quotation, request for pricing adjustment, or other submission involved, giving the appropriate identifying number (e.g. project title.)

**Insert the day, month, and year, when price negotiations were concluded and price AGREEMENT was reached.

***Insert the day, month, and year, of signing, which should be as close as practicable to the date when the price negotiations were concluded and the contract price was agreed to.

To Be Used Only If Insurance Requirements Are Increased

The professional liability limit of the CONSULTANT to the AGENCY identified in Section XII, Legal Relations and Insurance of this Agreement is amended to \$ _____.

The CONSULTANT shall provide Professional Liability insurance with minimum per occurrence limits in the amount of \$ _____.

Such insurance coverage shall be evidenced by one of the following methods:

- Certificate of Insurance
- Self-insurance through an irrevocable Letter of Credit from a qualified financial institution

Self-insurance through documentation of a separate fund established exclusively for the payment of professional liability claims, including claim amounts already reserved against the fund, safeguards established for payment from the fund, a copy of the latest annual financial statements, and disclosure of the investment portfolio for those funds.

Should the minimum Professional Liability insurance limit required by the AGENCY as specified above exceed \$1 million per occurrence or the value of the contract, whichever is greater, then justification shall be submitted to the Federal Highway Administration (FHWA) for approval to increase the minimum insurance limit.

If FHWA approval is obtained, the AGENCY may, at its own cost, reimburse the CONSULTANT for the additional professional liability insurance required.

Notes: Cost of added insurance requirements: \$ _____.

- Include all costs, fee increase, premiums.
- This cost shall not be billed against an FHWA funded project.
- For final contracts, include this exhibit

Exhibit I

Alleged Consultant Design Error Procedures

The purpose of this exhibit is to establish a procedure to determine if a consultant has alleged design error is of a nature that exceeds the accepted standard of care. In addition, it will establish a uniform method for the resolution and/or cost recovery procedures in those instances where the agency believes it has suffered some material damage due to the alleged error by the consultant.

Step 1 Potential Consultant Design Error(s) is Identified by Agency's Project Manager

At the first indication of potential consultant design error(s), the first step in the process is for the Agency's project manager to notify the Director of Public Works or Agency Engineer regarding the potential design error(s). For federally funded projects, the Region Local Programs Engineer should be informed and involved in these procedures. (Note: The Director of Public Works or Agency Engineer may appoint an agency staff person other than the project manager, who has not been as directly involved in the project, to be responsible for the remaining steps in these procedures.)

Step 2 Project Manager Documents the Alleged Consultant Design Error(s)

After discussion of the alleged design error(s) and the magnitude of the alleged error(s), and with the Director of Public Works or Agency Engineer's concurrence, the project manager obtains more detailed documentation than is normally required on the project. Examples include all decisions and descriptions of work, photographs, records of labor, materials, and equipment.

Step 3 Contact the Consultant Regarding the Alleged Design Error(s)

If it is determined that there is a need to proceed further, the next step in the process is for the project manager to contact the consultant regarding the alleged design error(s) and the magnitude of the alleged error(s). The project manager and other appropriate agency staff should represent the agency and the consultant should be represented by their project manager and any personnel (including sub-consultants) deemed appropriate for the alleged design error(s) issue.

Step 4 Attempt to Resolve Alleged Design Error with Consultant

After the meeting(s) with the consultant have been completed regarding the consultant's alleged design error(s), there are three possible scenarios:

- It is determined via mutual agreement that there is not a consultant design error(s). If this is the case, then the process will not proceed beyond this point.
- It is determined via mutual agreement that a consultant design error(s) occurred. If this is the case, then the Director of Public Works or Agency Engineer, or their representatives, negotiate a settlement with the consultant. The settlement would be paid to the agency or the amount would be reduced from the consultant's agreement with the agency for the services on the project in which the design error took place. The agency is to provide LP, through the Region Local Programs Engineer, a summary of the settlement for review and to make adjustments, if any, as to how the settlement affects federal reimbursements. No further action is required.
- There is not a mutual agreement regarding the alleged consultant design error(s). The consultant may request that the alleged design error(s) issue be forwarded to the Director of Public Works or Agency Engineer for review. If the Director of Public Works or Agency Engineer, after review with their legal counsel, is not able to reach mutual agreement with the consultant, proceed to Step 5.

Step 5 Forward Documents to Local Programs

For federally funded projects, all available information, including costs, should be forwarded through the Region Local Programs Engineer to LP for their review and consultation with the FHWA. LP will meet with representatives of the agency and the consultant to review the alleged design error(s), and attempt to find a resolution to the issue. If necessary, LP will request assistance from the Attorney General's Office for legal interpretation. LP will also identify how the alleged error(s) affects eligibility of project costs for federal reimbursement.

- If mutual agreement is reached, the agency and consultant adjust the scope of work and costs to reflect the agreed upon resolution. LP, in consultation with FHWA, will identify the amount of federal participation in the agreed upon resolution of the issue.
- If mutual agreement is not reached, the agency and consultant may seek settlement by arbitration or by litigation.

Exhibit J

Consultant Claim Procedures

The purpose of this exhibit is to describe a procedure regarding claim(s) on a consultant agreement. The following procedures should only be utilized on consultant claims greater than \$1,000. If the consultant's claim(s) total a \$1,000 or less, it would not be cost effective to proceed through the outlined steps. It is suggested that the Director of Public Works or Agency Engineer negotiate a fair and reasonable price for the consultant's claim(s) that total \$1,000 or less.

This exhibit will outline the procedures to be followed by the consultant and the agency to consider a potential claim by the consultant.

Step 1 Consultant Files a Claim with the Agency Project Manager

If the consultant determines that they were requested to perform additional services that were outside of the agreement's scope of work, they may be entitled to a claim. The first step that must be completed is the request for consideration of the claim to the Agency's project manager.

The consultant's claim must outline the following:

- Summation of hours by classification for each firm that is included in the claim
- Any correspondence that directed the consultant to perform the additional work;
- Timeframe of the additional work that was outside of the project scope;
- Summary of direct labor dollars, overhead costs, profit and reimbursable costs associated with the additional work; and
- Explanation as to why the consultant believes the additional work was outside of the agreement scope of work.

Step 2 Review by Agency Personnel Regarding the Consultant's Claim for Additional Compensation

After the consultant has completed step 1, the next step in the process is to forward the request to the Agency's project manager. The project manager will review the consultant's claim and will meet with the Director of Public Works or Agency Engineer to determine if the Agency agrees with the claim. If the FHWA is participating in the project's funding, forward a copy of the consultant's claim and the Agency's recommendation for federal participation in the claim to the WSDOT Local Programs through the Region Local Programs Engineer. If the claim is not eligible for federal participation, payment will need to be from agency funds.

If the Agency project manager, Director of Public Works or Agency Engineer, WSDOT Local Programs (if applicable), and FHWA (if applicable) agree with the consultant's claim, send a request memo, including backup documentation to the consultant to either supplement the agreement, or create a new agreement for the claim. After the request has been approved, the Agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit. No further action is needed regarding the claim procedures.

If the Agency does not agree with the consultant's claim, proceed to step 3 of the procedures.

Step 3 Preparation of Support Documentation Regarding Consultant's Claim(s)

If the Agency does not agree with the consultant's claim, the project manager shall prepare a summary for the Director of Public Works or Agency Engineer that included the following:

- Copy of information supplied by the consultant regarding the claim;
- Agency's summation of hours by classification for each firm that should be included in the claim
- Any correspondence that directed the consultant to perform the additional work;
- Agency's summary of direct labor dollars, overhead costs, profit and reimbursable costs associate with the additional work;
- Explanation regarding those areas in which the Agency does/does not agree with the consultant's claim(s);
- Explanation to describe what has been instituted to preclude future consultant claim(s); and
- Recommendations to resolve the claim.

Step 4 Director of Public Works or Agency Engineer Reviews Consultant Claim and Agency Documentation

The Director of Public Works or Agency Engineer shall review and administratively approve or disapprove the claim, or portions thereof, which may include getting Agency Council or Commission approval (as appropriate to agency dispute resolution procedures). If the project involves federal participation, obtain concurrence from WSDOT Local Programs and FHWA regarding final settlement of the claim. If the claim is not eligible for federal participation, payment will need to be from agency funds.

Step 5 Informing Consultant of Decision Regarding the Claim

The Director of Public Works or Agency Engineer shall notify (in writing) the consultant of their final decision regarding the consultant's claim(s). Include the final dollar amount of the accepted claim(s) and rationale utilized for the decision.

Step 6 Preparation of Supplement or New Agreement for the Consultant's Claim(s)

The agency shall write the supplement and/or new agreement and pay the consultant the amount of the claim. Inform the consultant that the final payment for the agreement is subject to audit



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-285

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
Parks	Loreen Hamilton	425-556-2336

DEPARTMENT STAFF:

Public Works	Joe Averill	Project Manager
Parks	Darcey Rayner-Shepard	Parks Operations Manager
Public Works	Jeff Thompson	Utility Senior Engineer
Public Works	Steve Gibbs	Capital Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Award Construction Contract to Active Construction Inc. for the Hardscape Project - Reservoir Park Sport Court Replacement and Tank Repairs

OVERVIEW STATEMENT:

Award Construction Contract

Public Works is requesting approval to award This contract with Active Construction Inc. in the amount of \$1,425,425 is for construction of the Hardscape Project - Reservoir Park Sport Court Replacement and Tank Repairs, Project Numbers 2331 and 2316.

This project will replace the sport court surface and construct ADA upgrades. Currently, the sport court is closed due to safety concerns with the failing court surfacing material and the parking, ramps, and sidewalk do not meet current ADA compliance standards.

This project also includes the application of waterproof coating to protect and other repairs to the existing water tank. Field inspection of the tank and concrete level surface were showing signs of minor deterioration. These efforts will extend the useful life of the existing water tank.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
PARCC Plan, ADA Transition Plan, Water System Plan
- **Required:**
Council approval is required to award a Public Works contract that exceeds \$300,000 (2018 City Resolution 1503).
- **Council Request:**
NA
- **Other Key Facts:**
Public Works is requesting this item go forward for Council approval at the May 20, 2025, Council business meeting.

OUTCOMES:

Approving the contract will provide for a new multi-sport court surface for tennis/pickleball/basketball recreation and will ensure a safe, level surface for users, ADA compliant sidewalks, curb ramp, drinking fountain, parking stalls, new storm pipe, catch basins, landscaping and irrigation, new benches, fencing and noise reduction system, and application of a waterproof coating to protect and extend the useful life of the existing water tank.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

City Communications, Parks & Recreation, Sports and Fitness staff have been informed of the upcoming construction. Outreach will include social media posts and service alert notices to Redmond residents and neighborhoods.

- **Timeline (previous or planned):**
Webpage: Posting, December 2024
Postcard: Notice to adjacent residents, May 2025
Social Media: Posts and service alerts updates will be provided.
Onsite signage: Project information and tree protection signs, during construction, Summer 2025
- **Outreach Methods and Results:**
NA
- **Feedback Summary:**
NA

BUDGET IMPACT:

Total Cost:
\$1,425,425

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:
CIP

Budget Priority:
Healthy and Sustainable

Other budget impacts or additional costs: ☐ Yes ☒ No ☐ N/A

If yes, explain:

N/A

Funding source(s):

Real Estate Excise Tax, Parks CIP, Water CIP

Budget/Funding Constraints:

NA

☒ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
NA	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/20/2025	Business Meeting	Approve

Time Constraints:

Sport court replacement is weather sensitive so timely award of construction contract is critical for project delivery in 2025.

Award of bid must occur within 45 days of the bid opening (which occurred on April 24, 2024) or the contractor may withdraw their bid.

ANTICIPATED RESULT IF NOT APPROVED:

Not approving the contract will result in delaying the construction, extending the closure of the sport court, and increasing the cost to complete the project.

ATTACHMENTS:

Attachment A: Hardscape Project - Reservoir Park Sports Court Replacement Project Information Sheet

Attachment B: Reservoir Park Water Tank Repairs Project Information Sheet

Attachment C: Additional Project Information



CIP Project Information Sheet

Project Name: Hardscape Project - Reservoir Park Sport Court Replacement

Project Status: Existing - Revised

Functional Area(s): Parks

Relevant Plan(s): PARCC Plan, ADA Transition Plan

Neighborhood: Education Hill

Time Frame: 2023-2025

Budget Priority: Healthy and Sustainable

Citywide Rank: 16

Functional Area Priority: High

Location: 16317 NE 95th Street

Description:

Replace sports court to address failing court surfacing and adjacent pathways.

Anticipated Outcomes: **Primary:** Rehabilitation

Secondary:

Create a safe sports court and maintain our level of service for tennis/pickleball/active recreation in the neighborhood.

Request: **Primary Reason(s):** Budget Process

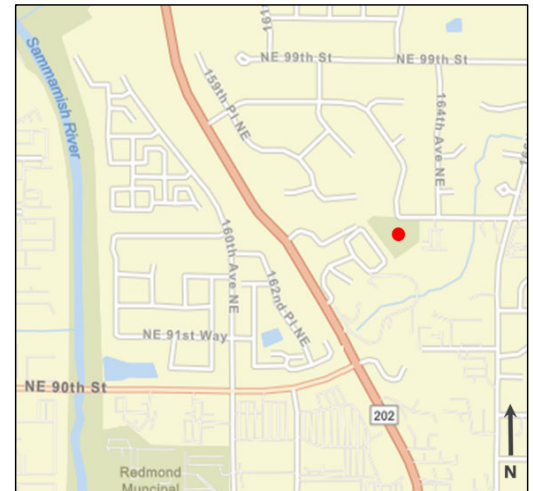
Project approved in the 2023-2028 CIP budget process.

Budget:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Original Budget	\$1,416,933								\$1,416,933
Approved Changes									
Current Approved Budget	\$1,416,933								\$1,416,933
Proposed New Budget	\$213,264	\$968,418							\$1,181,682
Proposed changes due to	<input type="checkbox"/> Scope Change	<input checked="" type="checkbox"/> Schedule Change		<input checked="" type="checkbox"/> Budget Change					
Project Phasing:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Preliminary Design (0-30%)	\$96,938								\$96,938
Right of Way									
Design (31-100%)	\$116,326	\$38,775							\$155,101
Construction		\$646,256							\$646,256
Contingency		\$283,387							\$283,387
Total	\$213,264	\$968,418							\$1,181,682

Estimated M&O Impacts:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Cost									

Explanation: No M&O costs expected.

Proposed Funding Sources:	Prior	2025-2030	Future	Total
Real Estate Excise Tax	\$213,264			\$213,264
Parks CIP		\$968,418		\$968,418
Total	\$213,264	\$968,418		\$1,181,682





CIP Project Information Sheet

Project Name: Reservoir Park Water Tank Repairs

Project Status: Existing

Functional Area(s): Water

Relevant Plan(s): Water System Plan, PARCC Plan

Neighborhood: Education Hill

Time Frame: 2024-2025

Budget Priority: Healthy and Sustainable

Citywide Rank: 16

Functional Area Priority: High

Location: 16317 NE 95th Street

Description:

Inspection of existing water tank and repair of any issues identified. Project work will be done in partnership with the Hardscape - Reservoir Park Sports Court project.

Anticipated Outcomes: **Primary:** Asset Protection

Secondary:

Extension of the useful life of existing asset

Request: **Primary Reason(s):** Budget Process

Project approved in the 2023-2028 CIP budget process.

Budget:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Original Budget	\$377,819	\$357,181							\$735,000
Approved Changes									

Current Approved Budget	\$377,819	\$357,181							\$735,000
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Proposed New Budget	\$2,261	\$622,679							\$624,940
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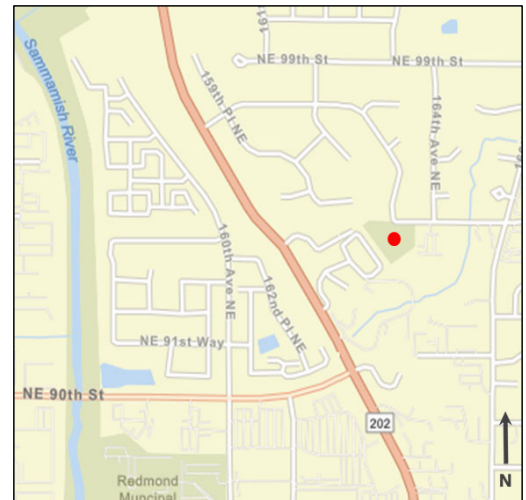
Proposed changes due to ☐ Scope Change ☒ Schedule Change ☐ Budget Change

Project Phasing:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Preliminary Design (0-30%)	\$2,261	\$28,176							\$30,437
Right of Way		\$9,000							\$9,000
Design (31-100%)		\$104,867							\$104,867
Construction		\$370,386							\$370,386
Contingency		\$110,250							\$110,250
Total	\$2,261	\$622,679							\$624,940

Estimated M&O Impacts:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Cost									

Explanation:

Proposed Funding Sources:	Prior	2025-2030	Future	Total
Water CIP	\$2,261	\$622,679		\$624,940
Total	\$2,261	\$622,679		\$624,940



Attachment C – Additional Project Information

Hardscape Project – Reservoir Park Sport Court Replacement and Tank Repairs

Project-Related Community/Stakeholder Outreach

City Communications, Parks & Recreation, Sports and Fitness staff have been informed of the upcoming construction. Outreach will include social media posts and service alert notices to Redmond residents and neighborhoods.

Bid Results

The project was advertised in the *Daily Journal of Commerce* on April 9 and April 16, 2025. Bids were received and opened on April 24, 2024. The City received one bid which is summarized below.

Bidder	Bidder Location	Bid Amount
Active Construction Inc.	Tacoma, WA.	\$1,425,425

Engineer's Estimate	\$1,015,244
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Bid amount is substantially over the engineer's estimate due to use of new products and anticipated heavy reliance on use of subcontractors. 3 bid items contributing to the high cost include the following:

Mobilization, engineer's estimate low by:	-\$108,426	
Sport Court Surfacing & Striping, bid overestimate by:	+\$76,816	(New product)
Structural Waterproofing Coating System, bid overestimate by:	+\$185,166	(Specialty product)

All bidders' unit prices, extension and additions have been checked for accuracy and unbalanced bid items. The contractor's references have been checked and found to be acceptable. Staff recommends awarding the contract to Active Construction Inc..

Fiscal Information

Current Project Budget

Real Estate Excise Tax	\$213,264
Parks CIP	\$968,418
Water CIP	\$624,910
Total Funding	\$1,806,592

Estimated Project Costs

Design	\$157,887
Construction	\$1,511,573
Contingency	\$136,042
Total Estimated Project Cost	\$1,805,502

Budget Difference

\$1,090



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-278

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
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DEPARTMENT STAFF:

Public Works	Eric Dawson	Capital Division Supervisor
Public Works	Steve Gibbs	Capital Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Award Job Order Contract to FORMA Construction Company of Seattle, WA

OVERVIEW STATEMENT:

Job Order Contracting (JOC) is an alternative delivery method for smaller Public Works projects. Unlike the other alternative public works contracting methods, agencies seeking to use JOC do not need to obtain the approval of the state Project Review Committee.

FORMA was selected through a competitive process that evaluated qualifications and proposed coefficients from interested contractors.

The proposed JOC terms are for a two-year, \$2 million contract, with the option for a one-year, \$1 million extension, for a not to exceed total amount of \$3 million. The contract terms also provide a guaranteed minimum of \$25,000 in work. Individual task orders will not exceed \$500,000. For task orders over \$300,000, staff would seek Council approval prior to executing the task order. The \$300,000 limit will be coordinated with ongoing discussions with Council about potentially increasing the Mayor's approval limit for Public Works contracts.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☒ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A

- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
Public Works is requesting this item go forward for Council approval at the May 20, 2025, Council business meeting.

OUTCOMES:

The use of the Job Order Contracting (JOC) project delivery method will improve efficiency by reducing total lead time and administrative overhead for construction of smaller Public Works projects.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
Public Works has coordinated with the Facilities Division, who is expected to be the primary partner for use of the JOC.
- **Outreach Methods and Results:**
N/A
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:

N/A

Approved in current biennial budget:

☐ Yes

☐ No

☒ N/A

Budget Offer Number:

N/A

Budget Priority:

N/A

Other budget impacts or additional costs:

☐ Yes

☐ No

☒ N/A

If yes, explain:

N/A

Funding source(s):

N/A

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
4/22/2025	Committee of the Whole - Parks and Environmental Sustainability	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/20/2025	Business Meeting	Approve

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

If this JOC is not approved, staff will continue to use more traditional approved contracting but would lose the potential administrative and schedule benefits of the JOC.

ATTACHMENTS:

Attachment A: Additional Project Information

Attachment B: JOC Issues Matrix

Attachment A – Additional Project Information

Job Order Contract (JOC)

Proposal Results

The project was advertised in the *Daily Journal of Commerce* on March 12, 2025, and March 19, 2025. Proposals were received and opened on March 27, 2025. The City received 4 proposals, which are summarized below.

Proposer	Proposer Location	Proposal Score
Lumank Inc.	Redmond, WA	106
Woodridge Construction, LLC	Monroe, WA	177
CDK Construction, LLC	Duvall, WA	429*
FORMA Construction Company	Seattle, WA	487*

*selected to advance to Interview/Coefficient Bid phase

Interview Results

Proposer	Proposer Location	Interview Score
CDK Construction, LLC	Duvall, WA	130
FORMA Construction Company	Seattle, WA	150

Coefficient Results

Proposer	Proposer Location	Proposed Coefficient
CDK Construction, LLC	Duvall, WA	1.458
FORMA Construction Company	Seattle, WA	1.042

Final Scores

Scores were calculated with the following formula:

Final score=(Proposal Score+Interview Score)/Coefficient

Proposer	Proposer Location	Interview Score
CDK Construction, LLC	Duvall, WA	294
FORMA Construction Company	Seattle, WA	467

City Council Issue Matrix Job Order Contracting (JOC)			
Date	Issue	Notes/Recommendations	Next Steps
5/6/25	What types of projects would the JOC include?	Initially, we expect Facilities to be the primary user. Some potential projects that we've identified: <ul style="list-style-type: none"> • Smaller HVAC, plumbing, and electrical repairs in aging buildings • Conversion of spaces (e.g. the SWAT room at the Public Safety Building to a workout space) • ADA improvements, including buildings and sidewalks/curb ramps • Restroom ADA improvements at parks 	Maintain task order list, including task evaluations to determine which types work well for the JOC and which are best left for other delivery methods.
5/6/25	What are the disadvantages of JOC?	Some disadvantages that have been cited: <ul style="list-style-type: none"> • Task order prices do not benefit from a bidding process. • The scope of tasks is intentionally not as well defined as in a low-bid process, which can cause scope creep • The JOC prime contractor can have a more limited supervisory role with their subcontractors. 	Maintaining a task order list with task evaluations will help staff determine the magnitude of risks/disadvantages and help staff weigh these against the administrative and schedule advantages. JOC task order writers will be trained to produce a more detailed scope of work to limit potential scope creep.
5/6/25	How were the Minority-owned Business Enterprise (MBE) and Women-owned Business Enterprise (WBE) goals determined? Can these goals be increased? Can the goals be converted to requirements?	The 10% MBE and 5% WBE were determined in consultation with the City's DEI Program Advisor. She noted these would recognize the City's aspirational goals, but also be realistic in the current market. Since the contract was advertised with the 10% and 5% goals, and the goals are factors in the contractor's coefficient bid, if we were to change the goals, the project would have to be advertised again, and the selection process would start over. Washington Initiative 200 does not allow us to make these contract requirements, so our standard practice is to list them as goals. However, we're clear with our consultants and contractors that we use past performance on M/WBE goals in evaluating them for future work. We find that our goals are regularly met and often exceeded.	Continue to emphasize to the JOC contractor that our goals are important. We will participate with them in pre-bidding M/WBE outreach events and ensure all bidding opportunities are listed on the State's OMWBE website.



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-279

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
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DEPARTMENT STAFF:

Public Works	Eric Dawson	Capital Supervisor
Public Works	Lisa Rigg	Senior Engineer
Public Works	Steve Gibbs	Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Approve Final Contract with Dalton Electric Corp. and Accept Construction for the Award of Bid to Dalton Electric Corp. in the Amount of \$1,197,328 for the Pump VFD Replacement Project

OVERVIEW STATEMENT:

Public Works is requesting Council to approve the final contract and accept construction for the Pump Variable-Frequency Drive (VFD) Replacement project (No. 2016). This contract with Dalton Electric Corp. had a base bid amount of \$1,240,763.68, plus or minus change orders and bid items increases or decreases, resulting in a final contract amount of \$1,197,328.

Variable Frequency Drives control the frequency of the electrical power to water and wastewater pump stations. This project replaced the VFDs at Pump Stations 3 and 5, Novelty Hill Pump Station, Novelty Hill Operations Center, and Wastewater Lift Station 51. Many of the VFDs were at the end of their useful life and were in need of replacement.

The proposed acceptance date for the project has been delayed two years from substantial completion due to power module failures in the VFDs that occurred after substantial completion. Once the failed part was identified, the City and Contractor agreed to delay acceptance so the VFDs could run and allow the City to be assured the replaced parts performed satisfactorily.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☐ **Receive Information**

☐ **Provide Direction**

☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Capital Investment Program

Community Strategic Plan - Objective #1: Invest in infrastructure preservation and replacement across the City to maintain the current level of service, the reliability of capital assets, and provide timely and cost-effective replacement.

- **Required:**
Council approval is required to accept a Public Works contract that exceeds \$300,000 (2018 City Resolution 1503)
- **Council Request:**
N/A
- **Other Key Facts:**
Public Works is requesting this item go forward for Council approval at the May 20, 2025, Council business meeting.

OUTCOMES:

The project met the objective of replacing VFDs at five water and wastewater pump stations, and they have performed flawlessly for over two years. The pump stations have increased service life and optimized system efficiency.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
N/A
- **Outreach Methods and Results:**
The work took place inside the pump stations and did not affect neighbors or utility customers. Neighbors in the immediate vicinity of the pump stations received a courtesy notice about the work.
- **Feedback Summary:**
No feedback was received.

BUDGET IMPACT:

Total Cost:
\$1,936,355

Approved in current biennial budget: ☒ Yes ☐ No ☐ N/A

Budget Offer Number:
CIP

Budget Priority:
Healthy and Sustainable

Other budget impacts or additional costs: ☐ Yes ☒ No ☐ N/A

If yes, explain:

N/A

Funding source(s):

City Water Fund, Novelty Hill Water Fund, Novelty Hill Wastewater Fund

Budget/Funding Constraints:

N/A

☒ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
1/5/2021	Business Meeting	Approve

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/20/2025	Business Meeting	Approve

Time Constraints:

Following project acceptance, in accordance with RCW 60.28, the contract retainage will be released upon receipt of clearances from the Washington State Departments of Revenue and Labor and Industries, and a mandatory 45-day waiting period for filing claims and liens

ANTICIPATED RESULT IF NOT APPROVED:

The warranty period begins upon Council acceptance. Not accepting construction will result in delay of warranty start, increasing the project close-out cost.

ATTACHMENTS:

Attachment A: Pump VFD Replacement Project Information Sheet

Attachment B: Additional Project Information

CIP Project Information Sheet

Project Name: Variable Frequency Drives (VFD) Replacements

Project Status: Existing

Functional Area(s): Water, Wastewater

Relevant Plan(s): Water System Plan, Utilities Strategic Plan

Neighborhood: Citywide - Multiple

Time Frame: 2020-2025

Budget Priority: Healthy and Sustainable

Citywide Rank: N/A

Functional Area Priority: Medium

Location: Multiple locations within city limits and in the Novelty Hill area

Description:

Replacement of the Variable Frequency Drives (VFDs) at five water and wastewater pump stations.

Anticipated Outcomes: **Primary:** Reinvestment **Secondary:** Upgrade/Enhancement

Increased control and efficiency of the pumps and their motors. Reduced maintenance costs.

Request: **Primary Reason(s):** Schedule Change

Budget:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Original Budget	\$2,901,728								\$2,901,728
Approved Changes									
Current Approved Budget	\$2,901,728								\$2,901,728
Proposed New Budget	\$1,905,840	\$30,514							\$1,936,355
Proposed changes due to	Scope Change	X	Schedule Change		Budget Change				

Project Phasing:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Preliminary Design (0-30%)									
Right of Way	\$204								\$204
Design (31-100%)	\$382,463								\$382,463
Construction	\$1,523,174	\$30,514							\$1,553,688
Contingency									
Total	\$1,905,840	\$30,514							\$1,936,355

Estimated M&O Impacts:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Cost									

Explanation:

Proposed Funding Sources:	Prior	2025-2030	Future	Total
Water CIP	\$1,286,931	\$20,438		\$1,307,368
Wastewater CIP	\$618,910	\$10,076		\$628,986
Total	\$1,905,840	\$30,514		\$1,936,355



Attachment B – Additional Project Information

Pump VFD Replacement Project

Project Discussion

This project replaced the Variable Frequency Drives (VFDs) at five water and wastewater pump stations. VFDs are devices that control the speed and torque of the pumps' electric motors. They provide increased control and efficiency of the pumps and their motors.

In 2022, the project was substantially complete, including testing and commissioning of the VFDs. As the contractor was working on final punch list items, the VFDs began to exhibit faults and were not working properly. Fortunately, the pump stations included redundancy and were able to continue to provide required services, but fixing the faults and determining their cause was essential to restoring that redundancy.

The contractor engaged the manufacturer and local vendor to help investigate, while the City retained the design electrical engineer to help. Troubleshooting took until late 2022 when it was determined that the malfunctioning VFDs contained faulty power units. The faults stopped happening as these power units were replaced in each VFD.

Entering 2023, the VFDs appeared to be working. Still, given the effort it took to determine the problems with the brand-new VFDs, the City was unwilling to accept these units as finished construction without further testing and operation. The contractor re-tested the units and agreed to hold off on final acceptance until the City was comfortable that all problems had been resolved. As of the writing of this memo, the VFDs have performed flawlessly for over 2 years, and Public Works staff is confident that the problems have been addressed and the contractor has delivered as required in the construction contract.

Fiscal Information

Current Project Budget	
	\$2,901,728

Project Costs	
Design	\$382,463
Right of Way	\$204
Construction	\$1,553,688
Total Project Cost	\$1,936,355

Budget Difference	\$965,373
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Project Photos



Novelty Hill Operations Center VFDs (the two tall units on the right)



Trilogy Pump Station VFDs



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-280

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Public Works	Aaron Bert	425-556-2786
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DEPARTMENT STAFF:

Public Works	Brandon Buehler	Asset Performance Manager
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TITLE:

Asset Performance Management 101 - Information Briefing

OVERVIEW STATEMENT:

At the May 27, 2025, Study Session, Public Works' Asset Performance Manager will provide council with an informational briefing containing an overview of how Public Works is implementing a comprehensive asset performance management program. Public Works' Asset Performance Management (APM) program supports American Public Works Association accreditation (APWA) and benchmarks ISO55000 asset management standards by adopting a long-term perspective and applying consistent stewardship aligned with Redmond 2050. The Asset Performance Management Team is responsible for providing leadership to the organization by championing asset management initiatives that maximize the value the community receives from its assets. We accomplish our charter by owning business process improvements, administering the asset management system, fostering asset ownership models within individual functional areas, and networking with peer agencies to gain perspective in advancing asset management outcomes for Redmond.

☒ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
 - Redmond Municipal Code
 - Redmond Zoning Code
 - The Comprehensive Plan (Redmond 2050)
 - Comprehensive Emergency Management Plan
 - Environmental Sustainability Action Plan (ESAP)
 - Financial Planning and Accounting Policies
 - Budgeting Priorities and 2025/2026 Biennial Budget
 - Department and Functional Area Strategic Plans (e.g., Transportation Master Plan, Utilities Strategic

Plan, Facility Master Plan, Water System Plan, etc...)

- ISO55000:2024 - Asset Management

- **Required:**

N/A

- **Council Request:**

N/A

- **Other Key Facts:**

Public Works will present an Asset Management 101 Overview briefing at Study Session on May 27, 2025.

OUTCOMES:

The purpose of implementing a comprehensive asset performance management program is to ensure Redmond applies industry-recognized practices in an inclusive, effective, affordable, and integrated manner to keep our infrastructure safe, in good working order, and at an approved level of service. By doing so, it will ensure continued service delivery that meets the needs of the community, now and into the future. The program enables Public Works to communicate with community members the reasons why new assets, or modification to existing assets, are required. The program also provides further details on why modifications are required, how the city intends on continuing to deliver the services by relying on safe and reliable assets, and how the City intends on funding the required investments in a manner to remain financially sustainable and manage risk. Asset performance management will:

- Demonstrate responsible management of the asset portfolio;
- Communicate and justify funding requirements;
- Demonstrate how Levels of Service (LOS) are being met in an effective and efficient manner;
- Demonstrate that due regard is being given to the long-term stewardship and sustainability of the asset base;
- Demonstrate the commitment that assets will be maintained such that the services are in compliance with applicable regulations and policy.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

- 2024 [COMPLETE]: Charter the Program, Set the Conditions.
 - Key Deliverables: Program Charter, Municipal Asset Management Policy (Draft)
- 2025 [IN-PROGRESS]: Build Capability, Progress Planning.
 - Key Deliverables: Public Works Strategic Asset Management Plan, Asset Management Plans for the “Big 4” Asset Classes (Water, Stormwater, Wastewater, and Transportation Systems), Municipal Asset Management Policy adoption.
- 2026: Audit Performance, Adapt to Scale.
 - Key Deliverables: Tactical Asset Lifecycle Management, Integration with Capital Investment Strategy (CIS) / Capital Improvement Plan (CIP), Infrastructure Scorecard / State of the Asset Report.
- 2027: Scale.
 - Key Deliverables: Deploy to Other Departments, Launch Public Facing State of the Asset Report and Infrastructure Scorecard.

- **Outreach Methods and Results:**

N/A

- **Feedback Summary:**

N/A

BUDGET IMPACT:

Total Cost:

N/A

Approved in current biennial budget:

☐ Yes

☐ No

☒ N/A

Budget Offer Number:

N/A

Budget Priority:

N/A

Other budget impacts or additional costs:

☐ Yes

☐ No

☒ N/A

If yes, explain:

N/A

Funding source(s):

N/A

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
N/A	Item has not been presented to Council	N/A

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/6/2025	Committee of the Whole - Planning and Public Works	Receive Information
5/27/2025	Study Session	Receive Information

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

Attachment A: Public Works, Asset Performance Management 101, Program Overview Presentation



Asset Performance Management

.....

Brandon R. Buehler

Public Works: Asset Performance Manager

April 22, 2025



The Vision!

By 2028, establish a world-class asset performance management program that achieves American Public Works Association accreditation (APWA) and ISO55000 standards by adopting **a long-term perspective** and applying **consistent stewardship** aligned with Redmond 2050 to **realize maximum value** over the total life cycle of our long-lived infrastructure assets.

Things to Know (it's not software).

.....

- Asset Management is a **coordinated business process** that involves various disciplines.
- Asset Management **involves resolving conflicting objectives**, risks, opportunities, and costs over varying time frames.
- Realizing value over an asset's life cycle **requires a long-term perspective** and consistent stewardship aligned with organizational objectives.

Why Do It?

- **Outcome:** Realize maximum value from our assets and support the Comprehensive Plan.
- **Benefits:**
 - Improved Financial Performance
 - Better Decision-Making
 - Managed Risk & Opportunity
 - Greater Participant Satisfaction and Confidence
 - More Evident Organizational Responsibility
 - Demonstrated Compliance
 - Enhanced Reputation
 - Improved Efficiency and Effectiveness
 - Improved Coordination and Communication
 - Increased Value From Innovation

4

Where Are We?

.....

- ~~2024 – [Complete] Charter the Program, Set the Conditions~~
 - ~~Key Deliverables: Program Charter, Municipal Asset Management Policy (Draft)~~
- **2025 – [IN-PROGRESS] Build Capability, Progress Planning**
 - Key Deliverables: Public Works Strategic Asset Management Plan, “Big 4” Asset Management Plans, Municipal Asset Management Policy Adoption
- **2026 – Audit Performance, Adapt to Scale**
 - Key Deliverables: Tactical Asset Lifecycle Management, Integration With Capital Planning Processes, Infrastructure Scorecard / State of the Asset Report
- **2027 – Scale.**
 - Key Deliverables: Deploy to Other Departments, Launch Public Facing Asset KPIs⁵



Memorandum

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-273

Type: Committee Memo

TO: Committee of the Whole - Planning and Public Works

FROM: Mayor Angela Birney

DEPARTMENT DIRECTOR CONTACT(S):

Planning and Community Development	Carol Helland	425-556-2107
Planning and Community Development	Seraphie Allen	425-556-2450

DEPARTMENT STAFF:

Planning and Community Development	Michael Hintze	Transportation Planning Manager
Planning and Community Development	Francesca Liburdy	Senior Transportation Planner

TITLE:

Transportation Master Plan Status Update

OVERVIEW STATEMENT:

Following the adoption of the Comprehensive Plan Update, Redmond 2050, the City is working on updating the Transportation Master Plan (TMP). The TMP is the functional plan that guides transportation investment and activities to support the Comprehensive Plan vision. This status update will include progress updates on the workplan for TMP completion, including a detailed review of strategies included in the Street Plan and Transit chapters. The Street Plan chapter will focus on implementing an integrated multimodal transportation system that effectively serves all travel modes while minimizing conflicts between road users to achieve the city's safety goals. The Transit chapter will establish Redmond's desired future transit network and focus on connecting people to light rail easily and safely via bus, flexible transit, and other active travel modes. Staff will include the draft Street Plan and Transit TMP chapters. Finally, staff will highlight future Council touchpoints and milestones.

☐ **Additional Background Information/Description of Proposal Attached**

REQUESTED ACTION:

☒ **Receive Information**

☐ **Provide Direction**

☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
 - **Redmond 2050, FW-TR-1:** Plan, design, build, operate, and maintain a safe transportation system that advances an equitable, inclusive, sustainable, and resilient community by providing for the mobility and access needs of all.
 - **Redmond 2050, FW-TR-2:** Maintain the transportation system in a state of good repair for all users

- **Redmond 2050, FW-TR-3:** Complete the accessible and active transportation, transit, freight, and street networks identified in the Transportation Master Plan in support of an integrated and connected transportation system.
 - **TR-14:** Prioritize transportation investments that reduce household transportation costs, such as investments in transit, bicycle and pedestrian system access, capacity, and safety.
 - **TR-16:** Prioritize the comfort, safety, and convenience of people using pedestrian and bicycle facilities over other users of the transportation system. Establish standards for bicycle and pedestrian facilities to attract users of all ages and abilities. Prioritize improvements that address safety concerns, connect to centers or transit, create safe routes to school, and improve independent mobility for those who rely disproportionately on the pedestrian and bicycle network
 - **TR-18** Adopt and implement a transit system plan in the Transportation Master Plan that connects people to homes, education, jobs, goods and services, and other opportunities in Redmond and the region, especially those who lack affordable mobility options.
 - **TR-23** Adopt and implement a street plan in the Transportation Master Plan that results in multimodal access and connectivity in Redmond and the region. Require that all streets be complete streets, built to accommodate travel modes as defined in the Transportation Master Plan, and be no wider than necessary
- **Redmond 2050, FW-TR-4:** Plan, design, build, operate, and maintain a transportation system that supports the City's sustainability principles.
- **Redmond 2050, FW-TR-5:** Influence regional transportation decisions and leverage regional transportation investments in support of Redmond's transportation policy objectives.
- **Redmond 2050, FW-EV-2:** Support policies that contribute to a high quality of life in Redmond, such as career and education opportunities, housing, transportation, and recreation choices, as well as a healthy natural environment.
- **Redmond 2050, FW-LU-2:** Ensure that the land use pattern in Redmond meets the following objectives:
 - Reflects the community values of sustainability, resilience, and equity and inclusion;
 - Advances sustainable land development and best management practices and a high-quality natural environment;
 - Promotes development sufficiently away from environmentally critical areas;
 - Encourages a mix of uses that create complete neighborhoods ;
 - Maintains and enhances an extensive system of parks, trails, and open space;
 - Supports and encourages flexible places for a resilient and adaptive economy that includes a mix of research, retail, health, technology, and manufacturing uses;
 - Ensure the siting and delivery of public infrastructure and community services to support preferred land use pattern; and
 - Promotes sufficient density for development pattern and urban design that enable people to

readily use a variety of accessible and active forms of travel including but not limited to walking, rolling, bicycling, transit.

- **Redmond 2050, FW-CR-1:** Develop partnerships and programs to rapidly and equitably reduce greenhouse gas emissions and create a thriving, climate resilient community.
- **Required:**
N/A
- **Council Request:**
The TMP will be adopted by Council in its entirety when complete.
- **Other Key Facts:**
N/A

OUTCOMES:

The Transportation Master Plan document has not been fully updated since 2013. The Transportation Master Plan communicates the strategies, actions, and programs to implement the policies of the Comprehensive Plan and achieve current City priorities as they related to the transportation system.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
 - Capital Projects Ideas Mapping, Spring 2020
 - Routes to Rails Community Engagement Campaign, February-June 2023
 - Derby Days Questionnaire (seeking feedback about how community members would plan to access future light rail stations without a car), July 2023
 - City of Redmond Parking Questionnaire, March-April 2024
 - Sound Transit 2 Line Opening, April 2024
 - Safer Streets for All (SS4A) Action Plan Community Road Safety Assessment, May 2024
 - Redmond Pedestrian & Bicycle Advisory Committee (PBAC) Transit Open House, May 2024
 - Bike Everywhere Day, May 2024
 - Safer Streets for All (SS4A) Action Plan Staff Road Safety Assessment and Debrief Workshop, May-June 2024
 - Overlake Open Streets Festival, June 2024
 - Derby Days Festival, July 2024
 - Downtown Redmond Open Streets Festival, August 2024
 - Redmond PBAC Meeting, October 2024
 - Redmond PBAC Meeting, December 2024
 - Redmond PBAC Meeting, January 2025
 - Redmond PBAC Meeting, February 2025
 - City of Redmond Transit Questionnaire, February 2025
 - Redmond PBAC Meeting, March 2025
 - Redmond PBAC Meeting, April 2025
 - CBO focus groups, April-May 2025
- **Outreach Methods and Results:**
Surveys, Questionnaires, Listening Sessions, Community Discussions

- **Feedback Summary:**

While the community engagement process is still ongoing, some preliminary results are as follows:

- Overall community interest in first/last mile connections to the existing and future transit network
- Interest and desire for more multimodal connections to the existing and future transit network, specifically via pedestrian and bicycle modes
- Desire for more bicycle infrastructure connecting Redmond to neighboring communities, including Kirkland and Bellevue
- Desire for more education about and awareness of public transit programs, especially King County Metro programs such as Community Van and Metro Flex
- Desire for safety measures to reduce pedestrian-bicycle conflicts on shared-use trails
- Interest in using future light rail stations in Redmond, especially to access the airport when possible

BUDGET IMPACT:

Total Cost:

\$400,000 in one-time funding was provided to support the TMP update.

Approved in current biennial budget: ☐ Yes ☐ No ☐ N/A

Budget Offer Number:

0000310 - Mobility of People and Goods

Budget Priority:

Vibrant and Connected

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A

If yes, explain:

N/A

Funding source(s):

General Fund, Grant Funding

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
3/7/2023	Committee of the Whole - Planning and Public Works	Provide Direction
3/28/2023	Study Session	Receive Information
6/6/2023	Committee of the Whole - Planning and Public Works	Provide Direction

Date: 5/6/2025

Meeting of: Committee of the Whole - Planning and Public Works

File No. CM 25-273

Type: Committee Memo

6/13/2023	Study Session	Receive Information
11/3/2023	Committee of the Whole - Planning and Public Works	Receive Information
11/14/2023	Study Session	Receive Information
6/18/2024	Committee of the Whole - Planning and Public Works	Receive Information
8/5/2024	Special Meeting	Receive Information
11/4/2024	Committee of the Whole - Planning and Public Works	Receive Information
11/19/2024	Business Meeting	Receive Information
1/7/2025	Business Meeting	Receive Information
1/28/2025	Study Session	Receive Information
4/1/2025	Committee of the Whole - Planning and Public Works	Receive Information
4/8/2025	Study Session	Receive Information

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
5/27/2025	Study Session	Receive Information
7/1/2025	Committee of the Whole - Planning and Public Works	Receive Information
7/8/2025	Study Session	Receive Information
9/2/2025	Committee of the Whole - Planning and Public Works	Receive Information
10/28/2025	Study Session	Receive Information

Time Constraints:

Transportation components that are mandatory for Comprehensive Plan have been included in the appendices of the Transportation Element of Redmond 2050. These components will be brought into the TMP, and in many cases, expanded upon with more specific policies and strategies.

ANTICIPATED RESULT IF NOT APPROVED:

The upcoming Staff Report and Study Session is for informational purposes and no direction is required at this time.

ATTACHMENTS:

Attachment A - Issues Matrix

Attachment B - Draft Transit Chapter

Attachment C - Draft Street Plan Chapter

Transportation Master Plan Update

Date	Issue	Notes & Recommendations	Next Steps
6/4/24	Would it be possible to get the Staff Report presentation ahead of time so we can have questions ready ahead of the discussion? (CM Forsythe)	This Staff Report will be a level set for Councilmembers to get a high-level idea of the variety of transportation plans that are in progress right now and how they relate to each other. This Staff Report will not delve deep into transportation topics but will give an overview of what Council can expect to review in the future. Councilmembers can also review the Redmond 2050 Transportation Element if they want to review Redmond's transportation vision more in-depth.	The Transportation Planning & Engineering team will continue to prepare materials for the Staff Report presentation.
6/4/24	With the opening of the light rail on the Eastside, there has been more community interest in first-last mile connections. Would it be possible to get more information on this during the Staff Report? (CM Salahuddin)	Yes, first-last mile connections will be discussed at the staff report.	The Transportation Planning & Engineering team will continue to prepare materials for the Staff Report presentation.
6/4/24	Would it be possible to provide use-case profiles or scenarios of what residents in Overlake, Education Hill, or other neighborhoods might experience in the transportation network? (CM Fields)	Yes, this information can be prepared for the Transportation Subcommittee and can be incorporated into the Transportation Master Plan document.	The Transportation Planning & Engineering team will continue to prepare materials for the Staff Report presentation.
6/4/24	Thank you for the work that you continue to do to provide safe facilities particularly for pedestrians and bicyclists. (CM Nuevacamina)	Staff will continue to provide updates on active transportation efforts in the Transportation Master Plan, including our bicycle network strategy efforts that will be discussed at the staff report.	The Transportation Planning & Engineering team will continue to prepare materials for the Staff Report presentation.
8/5/24	I've been hearing a lot of safety concerns / requests for a Left turn arrow at the intersection of Bel-Red and West Lake Sammamish Parkway. Currently, there is a bike lane (or space for bikes to move to the front safely) but the turn itself is viewed as unsafe when it is in conjunction with vehicles. The request is for a <u>bike only</u> left-turn arrow (CM Forsythe)	The Planning department will pass this information on to the Traffic Operations & Safety Engineering (TOSE) team in Public Works as they manage Redmond's signals. The Safer Streets Action Plan will include opportunities to reduce conflicts between bicycles and vehicles at Redmond intersections.	Further city staff coordination will be required.

Transportation Master Plan Update

Date	Issue	Notes & Recommendations	Next Steps
8/5/24	Will the curbspace chapter include geofencing for Lime scooters and bikes to have proper zones to park vehicles? <i>(CM Forsythe)</i>	The TMP curbspace chapter will include strategies for managing on-street parking and will provide guidance for prioritizing active modes on Redmond's roadway corridors. This could also include interfacing with Lime and promoting first-last mile solutions such as the Shared Micromobility program.	Finalize Curbspace chapter.
8/5/24	Will pick up and drop off zones for rideshare programs be included in the curbspace management plan? <i>(CM Forsythe)</i>	Policies around curb space priorities, including passenger loading will be included in the curbspace chapter. Specific areas where passenger loading will occur will be identified in the Citywide Right-of-Way Management Plan that will be developed by Public Works in 2025 and will support the strategies outlined in the TMP Curbspace chapter.	Finalize policies and strategies in the curbspace chapter, develop Citywide Right-of-Way Management Plan
8/5/24	Will the TMP provide opportunities to expand flexible transit access with King County Metro programs? Would like to hear more about this at the study session, if possible. <i>(CM Salahuddin)</i>	The upcoming August 13, 2024 Study Session will be focused on the development of the Safer Streets Action Plan; however, this topic will be included in the next TMP Staff Report. Promoting transit access and flexible transit options will be included in the transit chapter of the TMP.	Staff will continue to prepare materials for upcoming staff reports and will work with the consultant team assisting on the future transit network included in the TMP.
8/5/24	What parts of the plan will think more comprehensively about parking management (off street in addition to curbspace)? <i>(CM Kritzer)</i>	Parking management strategies will be included in the Curbspace chapter of the TMP. In addition, a more detailed parking management analysis will be included in the Urban Centers Parking Management Plans that will be developed for Overlake, Downtown Redmond, and Southeast Redmond/Marymoor.	Staff will integrate updated parking data into the curbspace chapter of the TMP.
8/5/24	It is part of our obligation as a jurisdiction to have a responsible transportation plan. I would like to see strengthening of incentives and education of the public to work hand in hand with sustainability and tell the story of why we are encouraging people not just to drive everywhere. We want to tie the strategies in the TMP to GHG reductions. <i>(CM Fields)</i>	The TMP will include strategies and analysis that supports Redmond's goals for reduction of vehicle miles traveled (VMT) and greenhouse gas emissions (GHG). As sustainability is a Guiding Principle of the 2050 Transportation Vision, these concepts will be incorporated into all aspects of the TMP.	Staff will continue with development of the TMP.

Transportation Master Plan Update

Date	Issue	Notes & Recommendations	Next Steps
11/19/24	If community members want to get in touch with the TMP team, what is the best way they can do that? Do we have any open surveys or questionnaires? (CM Stuart)	Community members can go to the open Let's Connect page to give feedback, as questions, and take available questionnaires. Additionally, the Redmond Pedestrian and Bicycle Advisory Committee (PBAC) will discuss various chapters of the TMP and other related topics at ongoing monthly meetings. PBAC meets on the 2nd Monday of every month at 6:30 p.m., both in City Hall and via Microsoft Teams. For more details, email pedbikecommittee@redmond.gov or visit https://www.redmond.gov/pbac	The next Redmond PBAC meeting will be held Monday, January 13, 2025.
1/28/25	How do we continue to see a high turnover of on-street parking for local businesses while still promoting the park once and walk concept? (CM Nuevacamina)	Management of parking will be key. Setting right-sized timeframes of on-street parking and looking into the possibility of metered parking to allow for longer parking timeframes in the future will help maintain the turnover needed allow people to find parking. Implementing useful wayfinding and signage will also help people find parking easily and quickly, especially in our urban centers.	The Urban Centers Parking Management Plan will include specific strategies for achieving desired parking turnover and encouraging the park once and walk concept.
1/28/25	Having incoming light rail infrastructure alongside our curbspace management strategies will help bring more solutions on board to manage parking turnover. What is the Parking Benefit District mentioned in the curbspace strategies and what are the ways that this could be explored in Redmond? (CM Stuart)	The TMP puts forth strategies for curbspace management, and the forthcoming Urban Centers Parking Management Plan will explore the details of how these strategies will be implemented. A Parking Benefit District is typically created to cover the costs associated with the parking program at a minimum and can be used to for other public improvement projects within the same geographic area. More details on feasibility and how this would be structured will be developed as part of the Urban Centers Parking Management Plan.	The Urban Centers Parking Management Plan will explore this concept further.
1/28/25	What do we think is the right mix of publicly owned EV chargers and privately owned but publicly available chargers? Do we have a sense of the ratio that would be useful for a city of our size? (CM Stuart)	Transportation Planning & Engineering staff are working on our EV strategy as part of the E-Mobility chapter of the TMP and collaborating with Jenny Lybeck on sustainability programs as part of this effort.	More information will be shared as part of the E-Mobility chapter of the TMP.

Transportation Master Plan Update

Date	Issue	Notes & Recommendations	Next Steps
1/28/25	It's great to see all the ADA efforts in this chapter and how we're adding more accessible parking. Can you expand on how we are going to phase out the monthly parking permit and what the anticipated timeline on this would be? <i>(CM Forsythe)</i>	The specific timeline on phasing out this program would be defined in the Urban Centers Parking Management Plan. We want to be sure to phase this out in a measured approach to give permit holders plenty of advanced warning.	The Urban Centers Parking Management Plan will have a recommendation for phasing out monthly parking permits.
1/28/25	Would we consider implementing a residential parking permit zone as part of phasing out the monthly permit program? <i>(CM Forsythe)</i>	More information on this will be shared in the forthcoming Urban Centers Parking Management Plan. A separate presentation will be brought to Council to focus solely on this report.	The Urban Centers Parking Management Plan will have a recommendation for phasing out monthly parking permits.
1/28/25	Have we considered implementing dedicated rideshare pickup and drop off locations as part of our curbspace management strategies? <i>(CM Forsythe)</i>	Rideshare would fall under the access category for loading/unloading that is included in the curbspace prioritization categories. The forthcoming Curbspace Management Plan led by the Public Works department will expand on this work in more detail.	The Curbspace Management Plan led by Public Works will determine the appropriate quantity and location of loading zones.
1/28/25	How do we think about the level of detail of strategies that are included in the TMP Curbspace chapter vs. what will be included in future parking plans? I.e. does the strategy that mentions changing the time-limited parking near Anderson Park fit in the TMP? Also, how will we manage parking in spaces with community parks that may not have a dedicated parking lot? <i>(CM Kritzer)</i>	The strategy near Anderson Park was cited as an example of an area on the periphery of Downtown that would experience potential additional parking pressure if metered parking is implemented Downtown. Because of this, we would want to look at this area and others on the periphery of Downtown as an opportunity to implement time-limited parking to alleviate that additional pressure.	The Urban Centers Parking Management Plan will provide recommendations for parking management within Urban Centers and consider impacts to adjacent areas.
1/28/25	Can you clarify the parking rule about moving your car to a new street in Downtown regarding the 2-hour time limited parking? <i>(CM Kritzer)</i>	We want our businesses to feel that these curbspace strategies are supporting their work. This is why we are recommending potentially having paid parking in our time-limited areas. We will also continue to look into the 2-hour limit and if it is appropriate for our time-limited parking areas. More information will be included in the Urban Centers Parking Management Plan. Regarding the current regulations, a vehicle can be parked on the same named street for 2 hours at a time. You cannot move to another part of that same named street later in the day due to the nature of the parking monitoring program. More information can be	Staff will identify code changes and other information that should be shared with public to explain parking regulations as part of the implementation of the Urban Center Parking Implementation Plan.

Transportation Master Plan Update

Date	Issue	Notes & Recommendations	Next Steps
		found at: https://www.redmond.gov/636/Downtown-Parking	
1/28/25	To what extent does paid parking influence the burden on current parking enforcement? (CM Stuart)	Paid parking allows for better compliance overall which also allows for fewer resources to be spent on parking enforcement. This is a benefit of implementing a paid parking system.	Parking enforcement is one factor to be evaluated as part of the decision to implement metered parking.
1/28/25	Can we look into the equity considerations of towing fees and the city's approach to towing in the parking or curbspace management plans? (CM Kritzer)	Generally, the City does not tow cars for parking violations.	Staff will look into whether or not there are criteria for when vehicles are subject to towing well-defined in city code and recommend criteria if there are currently none.
3/13/25	Why is TMP delivery now pushed out to April/May 2026? What are the impacts/benefits of that delay? (CM Stuart via email)	The TMP timeline has extended to allow for additional staff and leadership review of content. A benefit of this adjusted timeline is more time to develop content and finesse strategies that will work for Redmond. Impacts include the potential need to collect new data to reflect more accurate existing conditions to when the TMP will be adopted.	Staff will continue to progress on TMP development
3/13/25	What is the emission profile of the light rail's electricity? Does light rail run on energy fueled by coal? If yes, what is the transition plan/target for that energy source? (CM Stuart via email)	Sound Transit participates in Puget Sound Energy (PSE)'s Green Direct program, sourcing 100% of their electricity from dedicated, renewable sources. This is the same program the City of Redmond leverages for City operations electricity.	We can continue this discussion topic during an upcoming Study Session when the E-Mobility chapter of the TMP will be discussed.
3/13/25	Some modes are more seasonal than others. In what season will the bike strategy outcomes be measured? Will there be standardization to ensure the same season is measure annually? (CM Stuart via email)	We typically conduct traffic counts in Fall and Spring and would continue using data from these time periods regardless of the data source.	Staff will continue to collect and analyze data from standard Fall and Spring time periods.
3/13/25	When using the RMI calculator to understand potential CO2 emissions reductions, are those reductions measured in tailpipe emissions or do they also account for the source of the electricity's emissions? (CM Stuart via email)	The RMI calculator estimates air quality impacts based on PM2.5, NOx, and CO pollutants. The emissions reductions are calculated based on the estimated reductions of these three pollutants. The calculator does leverage regional emissions factors, integrating NREL data from the PNW overall. It's been the city's experience that PSE's energy is contains higher GHGs than the regional roll ups.	-

Transportation Master Plan Update

Date	Issue	Notes & Recommendations	Next Steps
		Assuming the trends we've seen in the past hold for 2023, the GHG assumptions in the calculator would be conservative/lower GHGs compared to PSE-specific data.	
3/13/25	Bike chapter, recommended action 3B. Is the phrase "at the time of purchase" needed in this? I'm not understanding if the action is trying to make a very specific point, or if it is redundant. <i>(CM Stuart via email)</i>	This is making a specific point. Many earlier programs offered reimbursable rebates which presents some challenges to low-income population that would most benefit.	-

Transit Chapter

TMP Update



TRANSIT SYSTEM PLAN

1. Introduction

This chapter establishes a transit vision and strategies for achieving this vision. This chapter describes how Redmond will work to:

1. Influence regional transit investments in the community;
2. Make investments in street system infrastructure to optimize transit service and projects in Redmond; and finally,
3. Make investments in first/last mile solutions.

Redmond's transit network serves all Redmond community members, including residents, commuters, and visitors. In this chapter, references to the transit network include fixed-route bus and light rail routes provided by King County Metro and Sound Transit. With the recent growth and opening of the Sound Transit Link Light Rail 2 Line, the vision for Redmond's future builds on better regional connectivity and calls for more connections to neighboring jurisdictions and more frequent service. The transit network also includes flexible options that deviate from a fixed route.

Transit trips have steadily increased since the precipitous decline in transit ridership during and following the COVID-19 pandemic. At the same time, travel demand and patterns have changed with more people working from home. The times of day when people use transit are more distributed rather than being primarily focused during peak commute travel times. As the Puget Sound Region grows, the destinations people want to connect to are changing. Redmond's transportation planning accommodates for a level of uncertainty, as the city acknowledges that travel patterns continue to be in a state of flux. A reevaluation of transit routes and service to accommodate new travel behaviors is needed and the City of Redmond will be an active participant in these conversations with regional transit agencies.

Transit is an essential element of the transportation system in Redmond which serves several important functions:

- Primary method of travel for Redmond community members who rely on transit for their daily travel needs
- Affordable travel option
- Provides freedom to live in, work in, and visit vibrant urban areas without the hassle of finding and paying for vehicle parking
- Essential to supporting the Redmond 2050 land use vision
- Key to supporting City goals for reducing greenhouse gas emissions and vehicle miles traveled

2. Advancing Redmond 2050 Guiding Principles

Redmond 2050 establishes three Guiding Principles: Equity and Inclusion, Sustainability, and Resilience. The Transit Chapter identifies strategies that support these principles, as shown below.

Resilience

- **Increased transit ridership decreases single-occupant vehicle trips, which in turn allows for less wear and tear on Redmond roadways and allows for reduced vehicle congestion. (See Redmond 2050 FW-TR-2)**
- Strategies supporting the Guiding Principle of Resilience include: Strategy 1, Strategy 4, and Strategy 7

Equity & Inclusion

- **Transit access provides an equitable and affordable non-auto transportation mode available to every Redmond community member. (See Redmond 2050 TR-10)**
- Strategies supporting the Guiding Principle of Equity include: Strategy 2, Strategy 5, and Strategy 6

Sustainability

- **Increasing transit access and ridership enables more people to enjoy low-carbon mobility. (See Redmond 2050 FW-TR-4)**
- Strategies supporting the Guiding Principle of Sustainability include: Strategy 3, Strategy 8, and Strategy 9

3. Overview of Redmond's Transit System

Transit Service in Redmond

Transit service in Redmond is provided by King County Metro (Metro) and Sound Transit, with 11 Metro routes and 4 Sound Transit routes serving stops in Redmond. Metro, established in 1973, serves approximately 260,000 passengers per day¹. Sound Transit is an independent transit authority that was created by the King, Pierce, and Snohomish County Councils with the purpose of establishing a network of light rail, bus, and commuter heavy rail services. Both agencies offer targeted transit options for populations with specific mobility needs.

King County Metro fixed-route bus service includes a variety of service levels, as defined in Table 1. Based on Metro's 2021 Service Guidelines, routes are classified into six service levels defined by the frequency and span of service provided.

TABLE 1 – SUMMARY OF TYPICAL SERVICE TYPES

¹ Source: Average weekday daily boardings, 2024, Metro ridership performance report

Service Level	Service Level Frequency (Minutes between trips)				Days of Service	Daily Hours of Service
	Peak Period	Off-peak Period	Night	Weekend		
Very frequent or RapidRide	≤10 minutes	≤15 minutes	≤15 minutes	≤15 minutes	7 days	16-24 hours
Peak frequent	≤15 minutes	≤30 minutes	≤30 minutes	≤30 minutes	7 days	16-24 hours
Local	≤30 minutes	≤30 minutes	≤60 minutes	≤60 minutes	5-7 days	12-18 hours
Hourly	≤60 minutes	≤60 minutes	-	-	5 days	8-12 hours
Peak only	8 trips per day minimum	-	-	-	5 days	Peak

Source: Metro Connects 2021 Service Guidelines

TABLE 2- KING COUNTY METRO ROUTES SERVING REDMOND

Route	Service Area	Service Type	Approximate Weekday Hours of Service
B	Redmond, Overlake Crossroads, Bellevue	RapidRide	4:00 a.m. – 1:00 a.m.
222	Cottage Lake, Redmond Technology Station	Local*	5:30 a.m. – 12:00 a.m.
223	Eastgate P&R, Downtown Redmond Station	Frequent*	5:00 a.m. – 12:00 a.m.
224	Redmond, Duvall	Hourly	5:00 a.m. – 8:00 p.m.
225	Kenmore, Kingsgate, Totem Lake, Redmond, Overlake	Local	6:00 a.m. – 10:30 p.m.
226	Bellevue, Overlake, Crossroads, Lake Hills, Bellevue College, Eastgate P&R	Local	5:30 a.m. – 12:00 a.m.
245	Kirkland, Houghton, Overlake, Crossroads, Bellevue College, Eastgate, Factoria	Frequent	6:00 a.m. – 11:30 p.m.
249	Redmond Technology Station, Overlake, South Kirkland, Bellevue, Beaux Arts, South Bellevue Station	Local	6:00 a.m. – 7:00 p.m.
250	Avondale, Bear Creek P&R, Redmond, Kirkland, Bellevue	Frequent	5:00 a.m. – 11:30 p.m.
251	Woodinville P&R, Marymoor Village Station	Local	6:00 a.m. – 9:00 p.m.
269	Issaquah, Pine Lake, Sahalee, Bear Creek P&R, Overlake	Local	6:45 a.m. – 7:00 p.m.

Source: King County Metro East Link Connections Network, as of adoption in March 2025
*Route will be implemented with the East Link Connections Network, anticipated in fall 2025

Sound Transit began serving customers in 1999 and now carries approximately 127,000 passengers per weekday across all Link Light Rail, ST Express Bus, Sounder Train, and T Line Light Rail modes².

TABLE 3- SOUND TRANSIT ROUTES SERVING REDMOND

Route	Service Area	Service Type	Hours of Service
2 Line	Redmond, South Bellevue, Seattle, Lynnwood*	Link Light Rail	6:00 a.m. – 10:00 p.m.
542	Redmond, University District	Local	5:30 a.m. – 11:15 p.m.
544	Overlake, South Lake Union	Peak Only**	6:30 a.m. – 9:30 a.m. 3:30 p.m. – 6:30 p.m.
545	Redmond, Downtown Seattle	Frequent	4:30 a.m. – 12:35 a.m.

Source: King County Metro East Link Connections Network, as of adoption in March 2025
*2 Line will connect to Seattle and Lynnwood with the completion of the Eastlink Extension I-90 segment, anticipated in late 2025
**Route will be implemented with the East Link Connections Network, anticipated in fall 2025

Figure 1 illustrates Redmond’s existing transit network. This map incorporates Metro’s East Link Connections Network, adopted in March 2025.

Figure 1 includes King County Metro’s **East Link Connections Network** as the existing transit network as it is anticipated new routes and revisions will be in place by the time of TMP adoption. ELC will be implemented in phases, with the first changes occurring alongside the Downtown Redmond Link Extension opening on May 10, 2025. Additional route changes are anticipated with Metro’s Fall 2025 and Spring 2026 Service in August 2025 and March 2026, respectively.

² Source: Average weekday boardings, 2024, Sound Transit Ridership System Performance Tracker

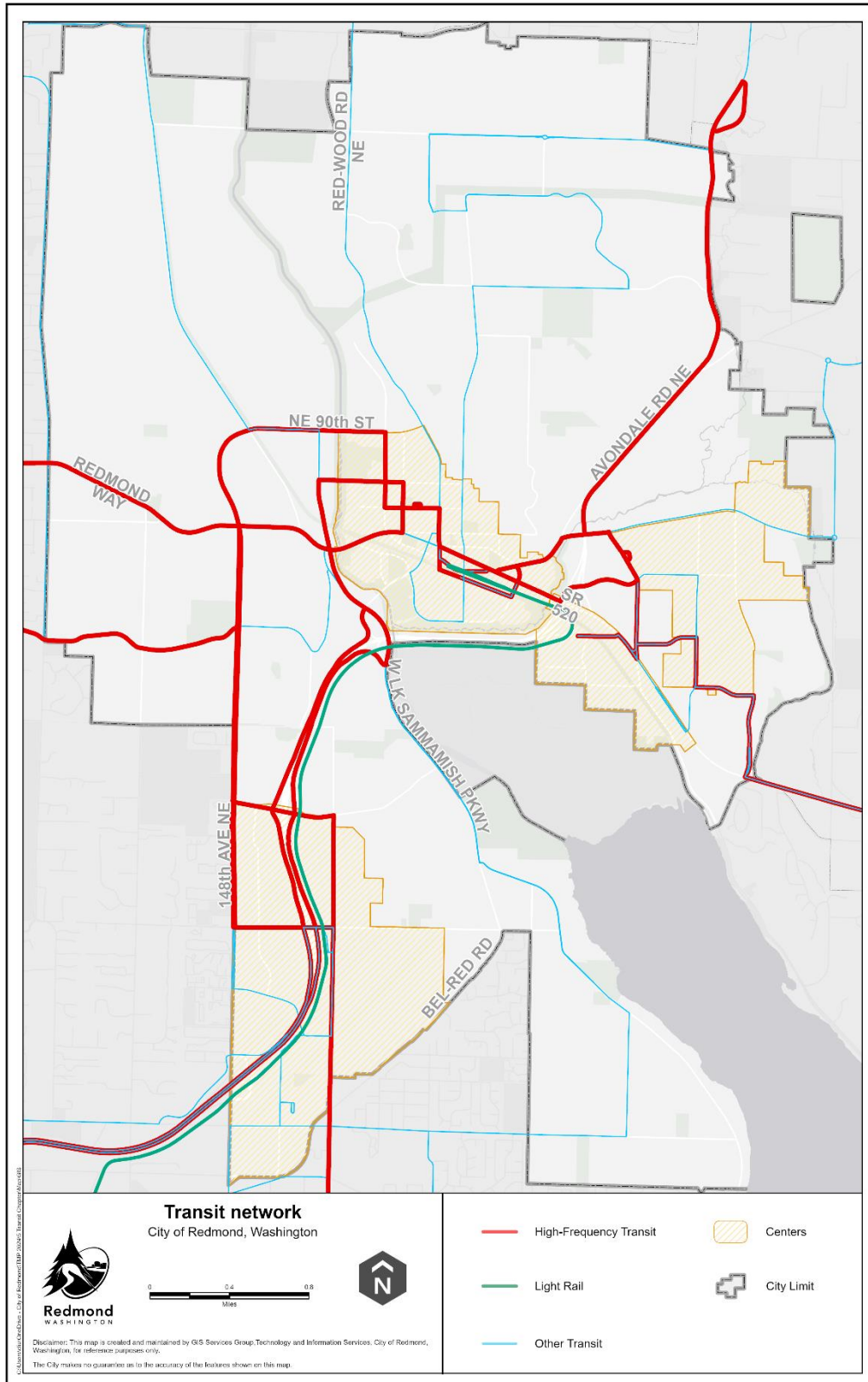


FIGURE 1 - EXISTING TRANSIT NETWORK

As shown in Table 4 below, the 2 Line and B Line lead Redmond's fixed transit routes for route-wide average daily ridership. Other commonly utilized transit routes in Redmond include the 545 to Seattle and the 245 to Kirkland and Bellevue. It should be noted that transit service routes and scheduling are determined by King County Metro and Sound Transit, respectively, and are outside of the City of Redmond's control and subject to change.

TABLE 4- REDMOND TRANSIT ROUTES WITH HIGHEST WEEKDAY RIDERSHIP

Route	Service Provider	Service Type	Average Weekday Daily Boardings for the entire route
2 Line	Sound Transit Link Light Rail	Link Light Rail	5,650
B Line	King County Metro RapidRide	RapidRide	4,790
545	Sound Transit Express	Frequent	4,740
245	King County Metro	Frequent	3,000
554	Sound Transit Express	Local	2,670
250	King County Metro	Frequent	2,380
542	Sound Transit Express	Local	1,330
221	King County Metro	Local	1,030
269	King County Metro	Local	870
225	King County Metro	Local	570

Source: King County Metro, 2024

TABLE 5- REDMOND TRANSIT STOPS WITH HIGHEST DAILY BOARDINGS

Stop ID Number	Stop Name	Routes Served	Average Daily Boardings
71335	SR 520 Ramp & NE 40th St	542E, 545E, 566E	834
71961	NE 83rd St & 161st Ave NE	221, 250, 672	592
81755	Bear Creek P&R Access Rd & 178th Pl NE	250, 269, 545E, 982E	399
71954	NE 83rd St & 161st Ave NE	545E	393
68398	156th Ave NE & NE 40th St	245, 672	287
71341	SR 520 Ramp & NE 51st St	542E, 545E	268
71960	Redmond Transit Center Access Rd & NE 83rd St	221, 542E	240
73758	NE 85th St & 160th Ave NE	542E, 545E	200
72487	Redmond Way & 166th Ave NE	250, 545E	167
71346	Redmond Tech Station Access Rd & 156th Ave NE	245, 672	157
71331	152nd Ave NE & Overlake P&R Access Rd	221, 249, 672	142
71326	152nd Ave NE & Overlake P&R Access Rd	221, 249, 269, 672	140
72456	West Lake Sammamish Pkwy NE & Leary Way NE	542E, 545E	135
72305	NE 76th St & 177th Pl NE	269, 545E	122
68498	156th Ave NE & Redmond Technology Station Access Rd	245, 672	116
98750	NE 83rd St & 161st Ave NE	250	110
71345	Redmond Technology Station Access Rd & 156th Ave NE	225, 249, 566E	108
71322	NE 24th St & Bel-Red Rd	249, 672	99
73407	NE 40th St & 148th Ave NE	225, 269, 672	84
71336	SR 520 Ramp & NE 40th St	542E, 545E, 566E, 982E	82

Source: King County Metro, 2024

TABLE 6- REDMOND LIGHT RAIL STATION DAILY BOARDINGS

Station ID Number	Station Name	Routes Served	Average Daily Boardings
2-62	Overlake Village Station	2 Line	362
2-63	Redmond Technology Station	2 Line	1,366
2-64	Marymoor Village Station	2 Line	TBD
2-65	Downtown Redmond Station	2 Line	TBD

Source: Sound Transit, May 2024 through February 2025

The Connection between Transit and Land Use

Redmond will accommodate most of its future growth in the Downtown, Overlake Village, and Marymoor Village centers. With increased density in these areas comes changes to the transportation context, and therefore the transit network. Redmond will bring a multimodal approach to its centers, prioritizing transit, walking, and biking over auto capacity.

Transit vehicles are highly space-efficient and allow Redmond to accommodate growth while meeting increases in travel demand. Shifting drive-alone trips to transit will support and accommodate Redmond's growth throughout the city and especially within centers. Transit is necessary to support the vibrant, dense, walkable Downtown that is emerging in Redmond, and will be critical to the success of Overlake Village and Marymoor Village as they grow. Increased transit use also supports Redmond's Environmental Sustainability Action Plan (ESAP) goals and desired outcomes.

Demand for transit is linked to the land uses near transit service. More homes, jobs, schools, and other activities (origins and destinations) with safe and convenient access to transit increases the number of potential transit riders. As a result, the number of transit trips increases. Aligning transit service levels with land use has many benefits for local communities and helps Redmond realize its economic, environmental, and equity goals. Four characteristics that support transit demand include:

- **Density:** More people and activities in an area increase the number of potential riders.
- **Mix of uses:** More types of uses in an area increase the number of potential origins and destinations, such as home, work, school, shopping, medical, and transit connections, at all times of day.
- **Connections:** More compact development with good multimodal connections for walking and biking increases access to nearby transit service.
- **Transit supportive policies and programs:** These might include zoning changes, affordable housing incentives, and removal of parking requirements. Policies and programs in a corridor or subarea can support the development of equitable transit-oriented communities, improve access for all people—particularly historically disadvantaged communities and people of color—and increase the number of potential riders. These would be consistent with Metro's Equitable Transit-oriented Communities policy.

Aligning service levels with land use helps ensure transit service is productive and supports the demand for service. Local jurisdictions can improve transit service levels and increase demand by implementing the four land use characteristics above. Examples of supporting actions include:

- Rezoning land within walking distance of transit routes to allow for higher densities and more types of uses. Redmond implemented rezones in Overlake (November 2024), Downtown (June 2025), and Marymoor Village (June 2025) to accommodate additional growth. In addition, Redmond implemented transit-oriented development (TOD) focus areas in each of these three centers where additional height and density are possible.
- Establishing policies and programs to increase the amount of affordable housing and reduce the displacement of existing residents near transit service (e.g. affordable housing incentives). Redmond 2050 has prioritized the expansion of affordable housing as a key pillar of the Housing Element.
- Removing or reducing parking minimums for new development near transit service. With the adoption of Redmond 2050 in November 2024, Redmond removed parking minimums for multifamily development within the city's centers.
- Improving street and sidewalk connections around bus stops and corridors.

As shown in the Figure 2 and Figure 3 below, under existing conditions, 43% of Redmond's total housing units were within a 0.5-mile walkshed of a frequent transit stop; however, using Redmond 2050 land use and population growth projections, Redmond is projected to have 54% of total housing units within a 0.5-mile walkshed of frequent transit in 2050. Considering this growth, it is important to acknowledge the need for more frequent transit in Redmond as well as the need for safe and accessible walking and biking connections to frequent transit stops.

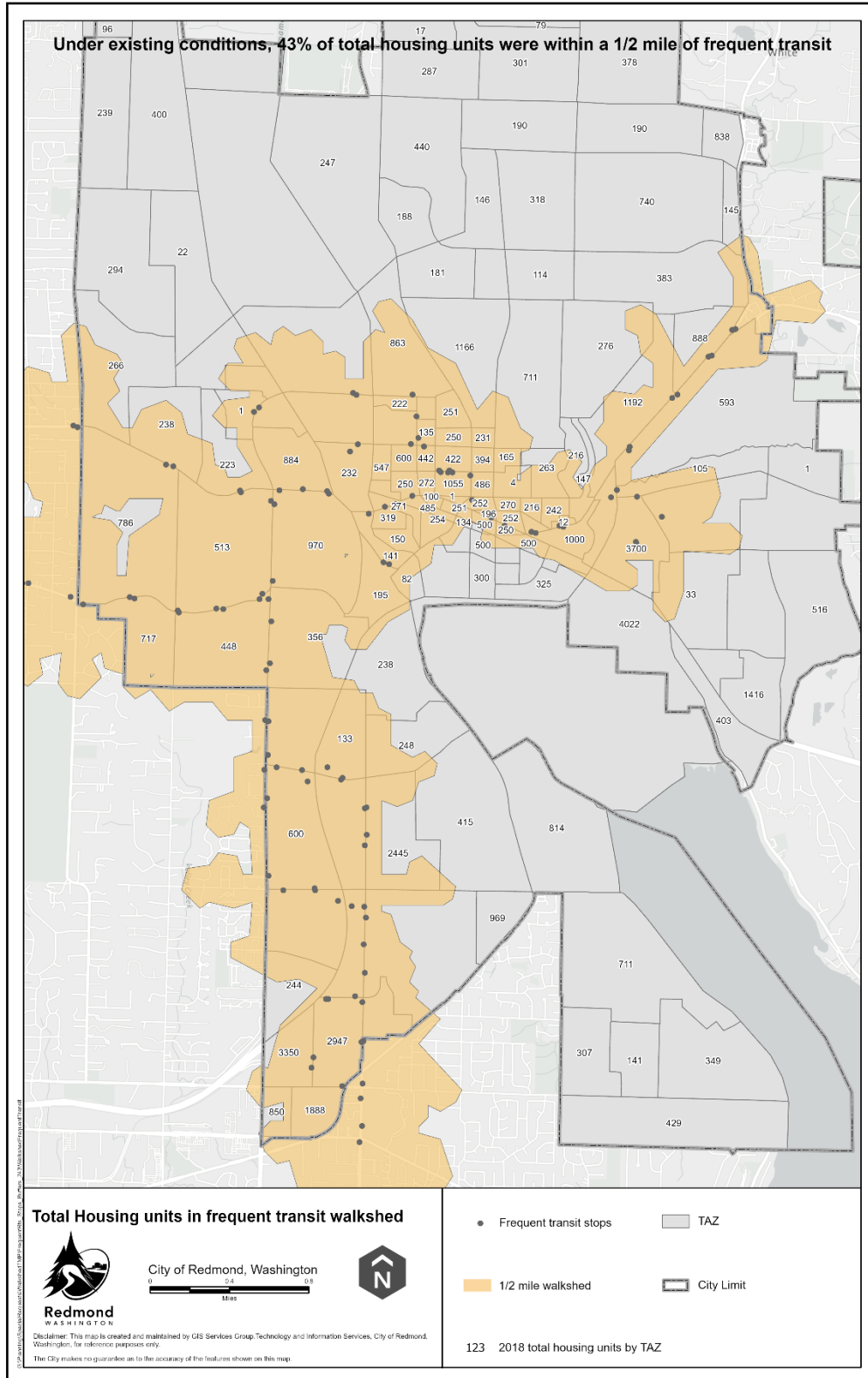


FIGURE 2 - EXISTING CONDITIONS HOUSING UNITS WITHIN 0.5-MILE WALKSHED OF FREQUENT TRANSIT

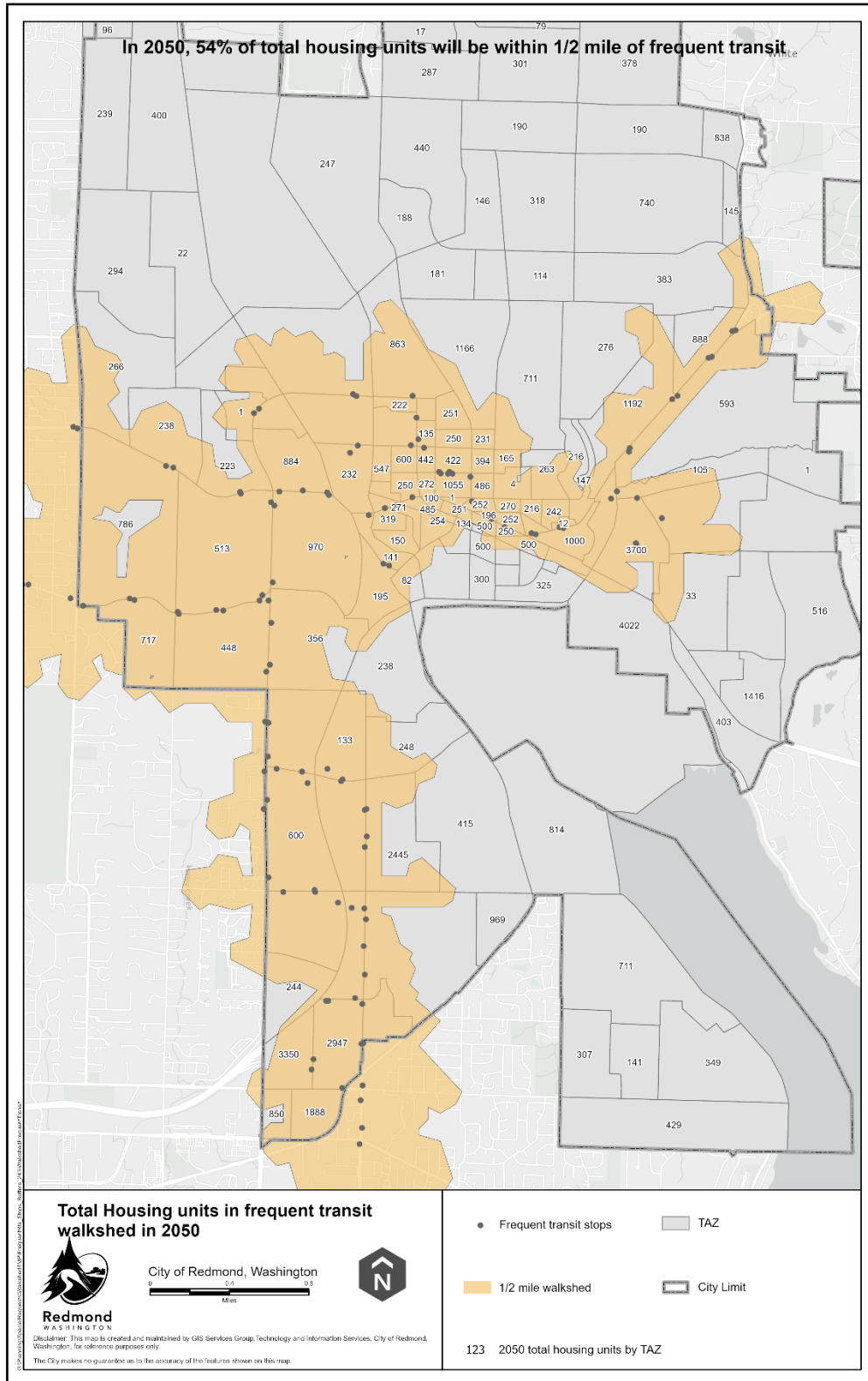


FIGURE 3 - PROJECTED 2050 HOUSING UNITS WITHIN 0.5-MILE WALKSHED OF FREQUENT TRANSIT

Park & Ride Facilities

TABLE 7- REDMOND PARK & RIDE FACILITY UTILIZATION

Park & Ride Facility	Available Parking Spaces	Occupied Parking Spaces	Average Daily Utilization
Redmond Transit Center	377	330	88%
Bear Creek Park & Ride	283	112	40%
Redmond Technology Center Garage	314	TBD*	TBD*
Overlake Park & Ride	203	77	38%
Marymoor Village Garage	TBD*	TBD*	TBD*

Source: King County Metro, 2024

*Note: Complete occupancy and utilization data not yet available. Data to be updated when Downtown Redmond Link Extension is operational.

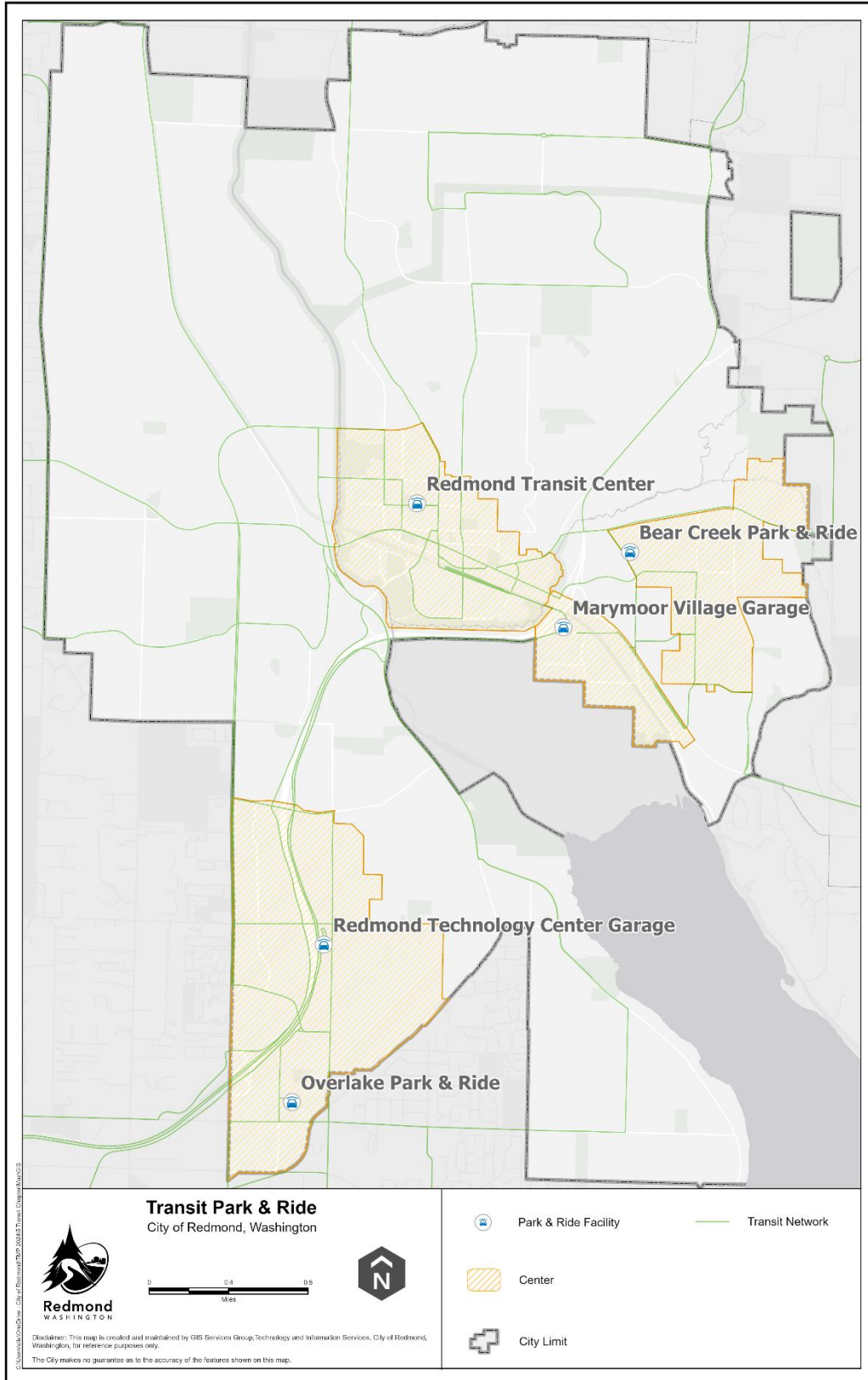


FIGURE 4 - EXISTING PARK & RIDE LOCATIONS

4. Future Transit Ridership Projections

Ridership Growth Trends

Throughout the Puget Sound region, transit ridership is expected to grow in the coming years. Based on the Puget Sound Regional Council (PSRC) Regional Transportation Plan (RTP) for 2022-2050, continued growth to the regional transit system and to boardings is expected. By 2050, PSRC anticipates that approximately 36% of all households will live within 0.25 mile of the region's anticipated 2050 high-capacity transit system (up from 9% in 2018) and 59% of households will live within 0.5 mile of high-capacity transit in the region (up from 25% in 2018). Based on a sensitivity test of PSRC's regional travel demand model, implementation of multimodal access improvements (such as improving walk/bike access to transit stations) could result in an approximate 40% increase in transit boardings.

Based on housing and employment growth projections in Redmond 2050, Redmond's growth is anticipated primarily within the city's centers of Downtown, Overlake, and Marymoor. Given the expansion of light rail to Overlake in April 2024 and to Marymoor and Downtown Redmond in May 2025, the city anticipates these centers will draw increased transit, walking, and biking trips.

Significant transit changes are coming to the Eastside in 2025 and 2026 as Sound Transit's 2 Line extends across Lake Washington to Seattle and into downtown Redmond. To prepare for this expansion, Sound Transit and King County Metro developed [East Link Connections](#), a coordinated effort to redesign transit service across the Eastside. This process aims to integrate Metro's updated bus network with the new 2 Line, and improve connections between Seattle, Mercer Island, downtown Bellevue, the Spring District, Overlake, and downtown Redmond. Because these service changes take effect late 2025/early 2026, East Link Connections serves as the foundation for Redmond's Strategic Transit Plan Network described in Strategy 1 below.

East Link Connections introduces two additional frequent service routes³ to the current transit service in Redmond, enhancing both regional and local connections. Route 269, which currently operates between Redmond and Issaquah, will see increased frequency and be extended to Mercer Island instead of terminating in Issaquah. Route 542, which currently connects Redmond to the University of Washington, will also operate more frequently. Additionally, a new Route 544 (which replaces the existing Route 545) will provide a high-frequency connection between Overlake and South Lake Union.

In addition to these service changes, the existing frequent routes serving Redmond today—including the 245, 250, and RapidRide B-Line—will remain in place.

While these service changes will improve regional and local transit access, the project team's analysis of East Link Connections revealed gaps in service for Redmond's existing population, including:

- Limited route options and less frequent service along Willows Road NE than along other key Redmond modal corridors
- Service gap for residents north of downtown due to limited transit access along Redmond-Woodinville Road NE and infrequent service
- Lack of transit connections to Downtown for residents in Southeast Redmond

³ Frequent service routes are defined as routes with a headway of 15 minutes or less during peak hours.

- Limited service for areas of Overlake and Idylwood

In the interim time period before King County Metro updates their Long Range Transit Plan, Metro Connects, the City of Redmond can continue to identify transit enhancements that will improve multimodal connectivity. Strategy 3 and Strategy 6 below discuss Mobility Hubs and flexible transit options that can bring transit connectivity outside of traditional fixed-route transit. Additionally, the Bicycle Strategy presented in Chapter 5 of this plan outlines methods for promoting nonmotorized mobility in Redmond.

5. Strategies and Actions

Strategy 1: Establish a Strategic Transit Plan Network that Complements Redmond's Growth Vision in Redmond 2050.

- Supports Redmond 2050 FW-TR-3: Complete the accessible and active transportation, transit, freight, and street networks identified in the Transportation Master Plan in support of an integrated and connected transportation system
- Supports Redmond 2050 TR-18: Adopt and implement a transit system plan in the Transportation Master Plan that connects people to homes, education, jobs, goods and services, and other opportunities in Redmond and the region, especially those who lack affordable mobility options.

The Strategic Transit Plan Network builds on the East Link Connections to establish priorities for future transit improvements, ensuring alignment with other modal networks and Redmond's long-term growth vision. The East Link Connections network was analyzed to determine how well it serves Redmond's current population and how it will accommodate future growth. With transit propensity mapping, census data, and Redmond 2050 land use projections, key service gaps were highlighted that could limit access to frequent and reliable transit.

Additionally, the project team reviewed King County Metro's Long Range Transit Plan, Metro Connects, to identify additional bus routes, service areas, and connections that could further enhance transit access. While Metro Connects is the current vision for transit service over the next 30 years, the plan will be updated in 2026. This Strategic Transit Plan identifies Redmond's vision for future transit service, which the City will use to communicate their priorities during the forthcoming Metro Connects update.

In addition to evaluating how the East Link Connections network will serve Redmond's existing population, analysis of projected household and job growth in Redmond was used to assess future transit access. While most of the projected growth is expected to occur within 0.25 miles of a bus stop or 0.5 miles of a Link station in the East Link Connections network, key service gaps remain:

- Service gap for expected residential and job growth adjacent to Bel-Red Road and NE 40th Street⁴
- Limited transit connections to Link stations for growth along Willows Road NE

The Strategic Transit Plan network shown below identifies the need for the following priorities, detailed in the remaining Strategies of this chapter:

- **Increased service frequency** – Aiming for all routes to operate at least every 15-20 minutes.
- **Stronger connections** – Enhancing transit links between Education Hill, Willows Road NE/NE 90th Street, downtown Redmond, and regional destinations like Woodinville and Totem Lake.

⁴ The Microsoft Campus is primarily served by an internal shuttle program rather than public transit.

- **Metro Flex service** – Continuing to prioritize on-demand service in areas where fixed-route transit is not feasible or practical.

In addition to the proposed expansion of the Metro Flex service area, the Strategic Transit Plan builds upon the East Link Connections network by adding two new frequent routes. The first, Route 2518 from Metro Connects, would enhance regional connectivity between downtown Redmond and Edmonds, serving Totem Lake, Woodinville, Bothell, Lake Forest Park, and Mountlake Terrace while also improving transit access along the Willows Road NE corridor to support anticipated job growth. This route would replace the relatively infrequent Route 930. The second proposed route would connect downtown Redmond to Kenmore via Education Hill. Expanding transit options to this neighborhood.

Beyond adding these routes, the city advocates for more frequent service to advance the city's goal of 15-20-minute frequency on all routes serving Redmond. The remaining East Link Connections routes align with the city's identified transit needs and are therefore incorporated into the Strategic Transit Plan Network. The Strategic Plan Network is shown in Figure 5 below.

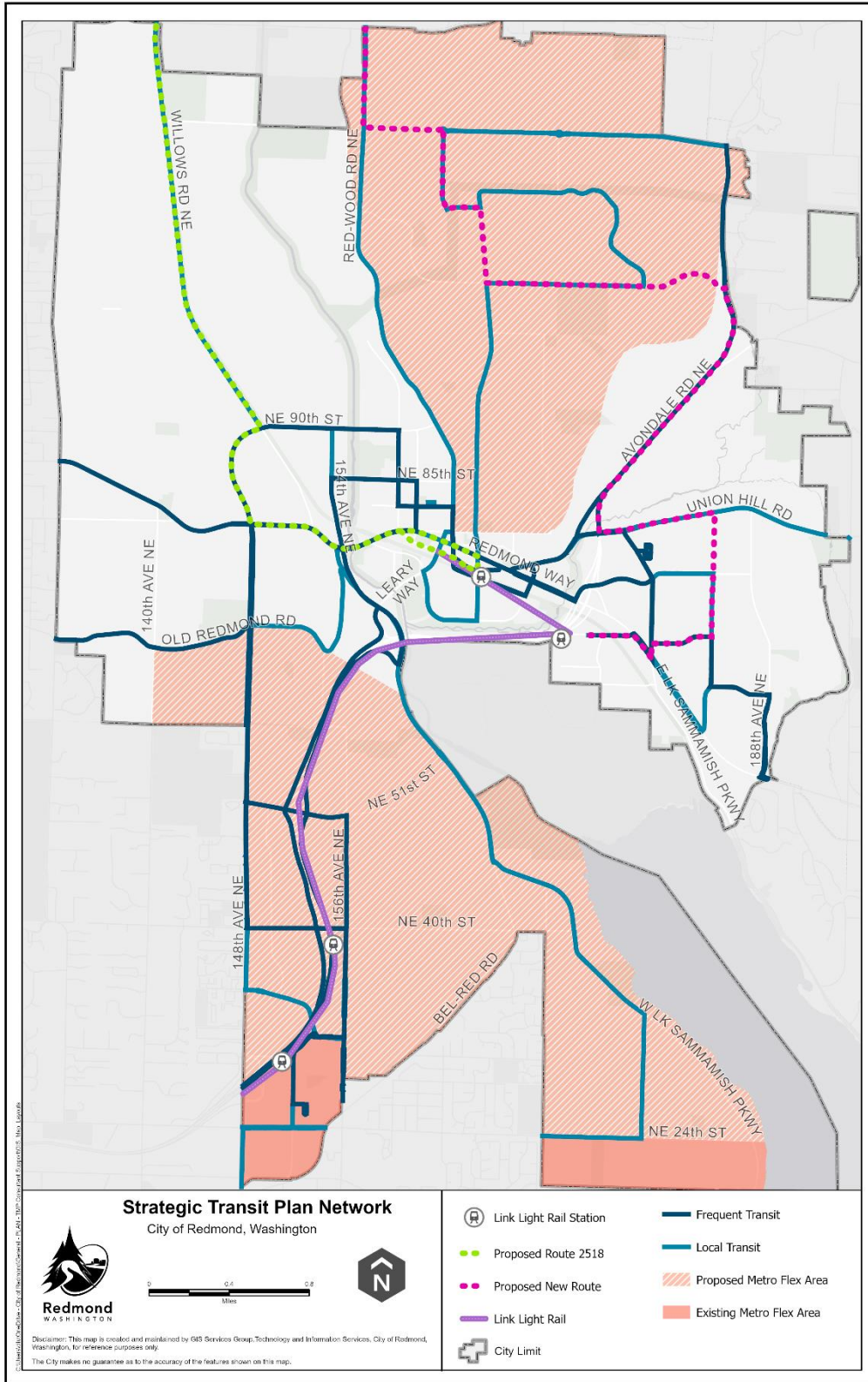


FIGURE 5 - STRATEGIC TRANSIT PLAN NETWORK

Recommended Actions

- Action 1A: Advocate to King County Metro for better service frequency on Redmond transit routes, especially focusing on local routes.
- Action 1B: Collaborate with neighboring jurisdictions (such as Bellevue, Kirkland, Woodinville, and Sammamish) to align transit priorities and communicate these priorities to King County Metro in a unified manner.

Strategy 2: Promote seamless connections to light rail and bus networks

- Supports Redmond 2050 TR-16: Prioritize the comfort, safety, and convenience of people using pedestrian and bicycle facilities over other users of the transportation system. Establish standards for bicycle and pedestrian facilities to attract users of all ages and abilities. Prioritize improvements that address safety concerns, connect to centers or transit, create safe routes to school, and improve independent mobility for those who rely disproportionately on the pedestrian and bicycle network.

Redmond 2050 includes the goal to create a citywide transportation system that is designed for people. This includes enabling affordable and sustainable mobility options. By organizing around light rail and promoting transit accessibility, Redmond's transit network aspires to seamlessly connect community members from all Redmond neighborhoods to light rail.

Recommended Actions

- Action 2A: Prioritize pedestrian and bicycle network safety and mobility improvements within a half-mile walkshed and 3-mile bikeshed of frequent transit stops.
- Action 2B: Establish regular coordination meetings between agency staff from Sound Transit, King County Metro, and the City of Redmond to discuss mobility needs
- Action 2C: Work with Sound Transit to establish designated micromobility parking zones at all light rail stations in Redmond

Strategy 3: Establish Mobility Hubs that promote multimodal first/last mile connections and enhance micromobility usage

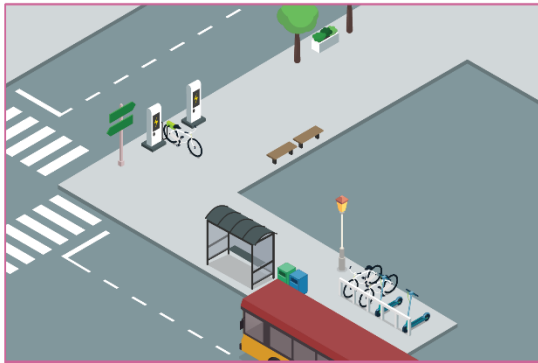
- Supports Redmond 2050 TR-19: Implement transit to connect people in all Redmond neighborhoods to centers, light rail, and other neighborhoods, considering a full suite of transit options appropriate to the land use context.
- Supports Redmond 2050 TR-21: Use transit to support equitable, inclusive, sustainable, and resilient transit-oriented communities, especially in Downtown, Overlake, and Marymoor Village.

Mobility Hubs are established and designated locations that bring together many types of transportation modes or services to promote alternative modes to driving alone. For example, a Mobility Hub could include any of the following:

- **Bicycle options:** Long-term and short-term bicycle parking and storage; connection to separated bicycle lanes or multiuse trails
- **Transit options:** Fixed route or flexible transit service.
- **Shared mobility options:** Micromobility designated parking; shared e-bikes or e-scooters available; carshare parking; or designated rideshare pick-up and drop-off zones
- **Vehicle options:** Passenger pick-up/drop-off; Community Van parking

- **Amenities:** Benches or street furniture; restrooms; water fountains; options for buying a snack or beverage; free Wi-Fi. The level of amenity would depend on scale and level of service of available transportation options.

Mobility Hubs can have a regional transportation focus, or can focus on neighborhood connections, as shown in the Figure 6 below:



Neighborhood Hub

The smallest type of mobility hub, providing simple and comfortable amenities to accommodate walking, biking, and using motorized personal transportation devices and transit access for local communities.



Regional Hub

A robust type of mobility hub co-located at Link light rail stations, providing the most features and amenities. They will support the largest number of people from within and outside of Redmond.

FIGURE 6 - MOBILITY HUB TYPES

Table 8 includes a comparison of mobility hub attributes.

TABLE 8- REDMOND MOBILITY HUB COMPARISON

Mobility Hub Element	Regional Mobility Hub	Neighborhood Mobility Hub
Primary Objective	Facilitate connections to employment and recreation within Redmond and in surrounding cities for those living in, working in, and visiting Redmond	Facilitate residential connections to surrounding Redmond neighborhoods and to centers
Potential Location Type	Light rail stations, transit centers, and park & rides within Redmond's centers	Residential neighborhoods, shopping centers, schools, or other neighborhood destinations outside of Redmond's centers
Example Locations to Consider	Overlake Village Station, Redmond Technology Station, Downtown Redmond Station, Marymoor Village Station	Redmond Transit Center, Bear Creek Park & Ride, Avondale Road PCC shopping center, Hartman Park, NE 76th Street Fred Meyer or Target shopping centers, Grass Lawn Park
Target Trip Types	Regional and Local Trips	Local Trips

Establishing designated Regional and Neighborhood Mobility Hubs in Redmond will provide connections between Redmond's transportation networks and facilitate pedestrian and bicycle connections, in addition to encouraging transit use. Redmond's light rail stations currently serve as Regional Mobility Hubs in practice, and undertaking the following strategies will establish the title of Regional Mobility Hub and continue to prioritize these locations for multimodal connectivity.

Recommended Actions

- Action 3A: Establish at least one Regional Transit Mobility Hub in each of Redmond's centers, including every light rail station
- Action 3B: Develop a process for identifying and prioritizing Neighborhood Mobility Hub locations
- Action 3C: Establish Neighborhood Mobility Hubs in every Redmond neighborhood that does not include a light rail station

Strategy 4: Promote transit stop facility comfort and safety

- Supports Redmond 2050 TR-20: Work with transit providers and community members to address:
 - Placement of shelters and lighting at bus stops, including accessibility for people using mobility assistance devices; and
 - Student access to and from school and school-related activities.

The safety and comfort of transit users are critical for a successful transit network. Transit riders should feel that a transit system is an easy and intuitive transportation option. If the transit system offers convenient, safe, clean, and comfortable facilities at bus stops and onboard transit vehicles, then community members are more likely to use it. Dignity should be at the core of the transit experience in Redmond, meaning transit users should feel like their safety, comfort, and convenience matters and has been considered in the way that transit stops are designed and the amenities they provide.

Many of Redmond's bus stops are not ADA-compliant, and do not include a shelter, bench, or other street furniture. The City will work with Metro to bring more comfortable and accessible bus stop facilities to Redmond to create a more dignified transit experience and encourage more transit use.

Redmond requested community feedback on transit access via an online questionnaire in early 2025, ahead of the Downtown Redmond Link Extension opening on May 10, 2025. The questionnaire focused on how community members choose to access transit and what current barriers to transit ridership exist in Redmond. The questionnaire received 261 responses.

Of the 261 respondents, 63% ride bus transit and 79% ride light rail transit in Redmond, with the majority riding transit between a few times per week and a few times per month. Of those taking transit, work, social events, and errands are popular destinations. In addition, approximately 30% indicated that they utilize bus service to access regional transit networks such as Link Light Rail service.

The questionnaire responses indicated that the most impactful barriers to transit ridership in Redmond are frequency of bus service, prevalence of bus stops within walking distance to riders' origins and destinations, and improved lighting or weather protection at bus stop facilities.

Recommended Actions

- Action 4A: Establish a city capital program that allows the city to easily partner with King County Metro on bus stop facility improvements

Community Feedback

Redmond community members weighed in on how they feel about the city's current transit network:

- "I'm thrilled with all of the transit options available from Redmond Transit Center, would appreciate more frequent buses and safety checks at night so I can go to events downtown."
- "Metro Flex, please! Education Hill is a tough area for us in terms of transit. The one-way loop makes getting to downtown difficult. Ed Hill to RSCC is a 7-minute drive, a 33-minute walk, and a 33-minute bus ride. Why would I choose the bus?"
- "I would ride transit/bus to Seattle more frequently if my local bus stop was more frequent instead of 30-minute gaps. AND ran later in the night after events. Currently I drive a mile and park at the transit [Park & Ride]."
- "Cannot wait for the light rail to begin"

Strategy 5: Encourage education of transit options and ease of information on transit use

- Supports Redmond 2050 TR-22: Integrate transit facilities and services and non-motorized infrastructure with public spaces and private developments to create safe and inviting waiting and transfer environments. Consider opportunities for public arts and culture amenities in these areas.
- Supports Redmond 2050 TR 11: Use signage and other wayfinding techniques that meet regulatory requirements while reaching those with limited English proficiency or limited sight, especially near transit stations and stops.

Encouraging transit ridership also involves improving access to information and awareness about Redmond's transit system. If community members can easily access resources that clearly explain their transit travel options, then transit ridership will become more readily available and accessible. The Transportation Demand Management (TDM) chapter (Chapter 10) of the Transportation Master Plan expands upon this concept with strategies that will reduce drive-alone trips in Redmond and encourage transit use. These TDM strategies will improve awareness of transit in Redmond and improve accessibility to transit.

Recommended Actions

- Action 5A: Manage and update GoRedmond resources to ensure that the website and program are easy to understand and utilize by all Redmond community members, regardless of language or other barriers.
- Action 5B: Educate and emphasize the options and benefits of existing and planned public transit service through the City of Redmond transportation demand management program and partnerships with local organizations.

Strategy 6: Bring more flexible transit service to Redmond

- Supports Redmond 2050 TR-19: Implement transit to connect people in all Redmond neighborhoods to centers, light rail, and other neighborhoods, considering a full suite of transit options appropriate to the land use context.

Flexible transit programs offer additional sustainable mobility options to access transit for those living in areas that are not as well-served by frequent or local bus and light rail routes. King County Metro has four flexible transit programs, including:

DART (Dial-A-Ride Transit): Fixed-route service operated under contract with Hopelink; can go off-route to pick up and drop off passengers within a defined service area. Uses a smaller transit vehicle that is equipped for wheelchairs and bicycles. Requests for rides taken on first-come first-serve basis via online form up to 30 days in advance, at least 2-hours before pick-up time.

Community Van: Program providing a van for pre-scheduled trips. Rides must have at least 2 riders and must be matched with a volunteer driver. Rides must be scheduled at least 2 days in advance. Redmond's Community Van program in partnership with Hopelink includes 2 vans stationed in the city and is looking to expand to 3 vans total.

Vanpool and Vanshare: Vanpool joins 5 or more commuters who share a similar route and schedule and provides a van for a *direct route* commute in areas where fixed-route options are not available. Vanshare connects commuters with similar routes and schedules to split driving and connects to *another mode of* public transportation.

Metro Flex: An on-demand transit service providing rides within multiple King County neighborhoods. Service is currently limited to service areas in Juanita, Kent, Othello, Rainier Beach/Skyway, Renton Highlands, Tukwila, Issaquah, and Sammamish. Rides must start and end within the service area. This service provides another option for people to connect to transit and other points of interest in areas that are difficult to serve with traditional fixed route bus service.

As a part of the East Link Connections network, King County Metro is proposing a two-year [pilot Metro Flex service area](#) that covers the southeast area of Overlake and northeast Bellevue.

Based on the expected future growth along Bel-Red Road and NE 40th Street east of SR 520, and 148th Avenue NE west of SR 520, this plan proposes expanding the Metro Flex service area (as shown in the Redmond Strategic Plan Network – see Strategy 1) to provide transit access to these growing communities. Note also that these areas are identified as “Highest Equity Priority Areas” by King County Metro as part of the East Link Connections project.

Education Hill is another area of the city with high demand for better transit service; the East Link Connections includes just one non-frequent fixed bus route to serve the neighborhood. This area is expected to grow quickly with new middle housing and mixed-use developments. Redmond has applied for a Regional Mobility Grant to provide on-demand shuttle service to a portion of this neighborhood, and if the program is successful, it could be a candidate area for Metro Flex operations in the future. The Redmond Strategic Transit Plan Network (see Strategy 1) shows the proposed service area for future Metro Flex service, covering Education Hill and parts of the North Redmond neighborhood.

Recommended Actions

- Action 6A: Promote participation in Redmond’s existing flexible transit programs, including Community Van, Vanpool, Paratransit, and Metro Flex. Continue to work with Metro and Hopelink to spread Community Van program awareness and encourage participation in the volunteer driver program.
- Action 6B: Advocate for expansion of Metro Flex to Redmond neighborhoods outside of the Overlake service area with fewer connections to frequent transit routes. Prioritized neighborhoods for future Metro Flex include Education Hill, Rose Hill/Willows, and Idylwood (as shown on the Strategic Transit Plan Network in Strategy 1)

Strategy 7: Identify and prioritize transit-supportive capital projects

- Supports Redmond 2050 TR 14: Prioritize transportation investments that reduce household transportation costs, such as investments in transit, bicycle and pedestrian system access, capacity, and safety.
- Supports Redmond 2050 TR-51: Ensure that all transportation planning and investment decisions:
 - Support the preferred land use pattern contained in the Land Use Element
 - Advance equity and inclusion, sustainability, resiliency, and safety
 - Advance the strategies of organizing around light rail, maintaining transportation infrastructure, improving travel choices and mobility, and enhancing freight and service mobility; and
 - Leverage funding

Although Metro and Sound Transit determine the ultimate transit service networks in Redmond, the City of Redmond can influence bus operations through the design of local streets and transit access through the design of the transportation network around bus stops, especially pedestrian and bicycle connections. A

transit-supportive local transportation network holds equal importance to transit service in determining the quality of transit mobility. The purpose of this strategy is to identify capital projects with the potential to benefit the speed, reliability, and accessibility of Redmond's transit system.

Transit speed, meaning the average travel time between two given points, determines whether a route is time-competitive with other modes of travel including driving. A transit route that offers time savings over driving has obvious benefits, especially for riders who have the option of selecting other modes.

Reliability is another important factor that includes the consistency of trip lengths on a given route. A common symptom of low reliability is bus bunching, in which some of the buses fall behind in their schedule (usually due to congestion), to the point of overlapping with later trips. This can leave passengers waiting for extended periods of time for a bus. Chronic unreliability forces riders to build extra time into their trip to compensate, decreasing the attractiveness of transit. Eventually riders may shift to other, more reliable forms of transportation. It also consumes more financial resources from the transit agency by forcing them to run additional trips in response. Service that is unreliable is more expensive to operate and provides a lower quality of service to the customer. Nationally as congestion increases and there is more demand on our roadways, communities that do not invest in speed and reliability fall behind. To achieve Redmond's transportation vision, it is important to get ahead of this trend and make the prudent, forward-thinking investments to ensure that our transit service gets better, faster, and more reliable over time.

Congestion analysis was conducted to identify where frequent transit routes may encounter significant vehicle congestion and assessed how all routes access light rail stations, a key component of Redmond's future transit network. The analysis revealed likely candidates for transit speed and reliability improvements.

Table 9 summarizes planned and potential transit supportive capital projects in Redmond. The potential projects listed that are not currently included in a Redmond planning document will be evaluated for inclusion in the Transportation Facilities Plan (TFP) or existing Capital Improvement Program project. In addition to these recommended projects, Redmond should continue to collaborate with King County Metro and Sound Transit to monitor transit speed and reliability and identify additional improvements as needed after the East Link Connections network is implemented.

TABLE 9- POTENTIAL REDMOND TRANSIT-SUPPORTIVE PROJECTS

Project ID	Project	Description	Transit-Supportive Component	Already identified on City planning effort?
1	Willows Road Widening	Widen Willows Road from NE 116th St to NE 124th St. Improvements include 2 through lanes in each direction, left turn lanes, bike lanes, curb, gutter, sidewalks, transit amenities, streetlights, storm drainage, underground power, right-of-way and easement acquisition.	Transit amenities, possible queue jump or transit-only lane	2024-2050 TFP #156

Project ID	Project	Description	Transit-Supportive Component	Already identified on City planning effort?
2	150th Ave NE/NE 51st Street Traffic Signal	Add north leg (on private property) to intersection of 150th Avenue NE and NE 51st Street and signalize this intersection. North leg improvements include two southbound left-turn lanes, one through lane in each direction, bike lanes, sidewalks, transit amenities, streetlights, utilities, and stormwater drainage. Relocate eastbound transit stop to far side of new intersection.	Transit stop amenities, possible transit signal phasing	2025-2030 TIP #S47
3	Adaptive Signal System – Overlake	Install and support an adaptive signal system which utilizes software to adjust signal timings to traffic volumes in real time. Includes signals throughout Overlake.	Transit signal phasing	2025-2030 TIP #S62
4	Adaptive Signal System – Southeast Redmond	Install and support an adaptive signal system which utilizes software to adjust signal timings to traffic volumes in real time. Includes signals in Southeast Redmond and on Avondale Road.	Transit signal phasing	2025-2030 TIP #S63
5	Adaptive Signal System – Neighborhood Arterials	Install and support an adaptive signal system which utilizes software to adjust signal timings to traffic volumes in real time.	Transit signal phasing	2025-2030 TIP #S65
6	NE 70th Street/Redmond Way intersection	Consider building out the westbound approach of the NE 70th Street/Redmond Way intersection for general purpose traffic with turn restrictions that would limit left turns, or for transit traffic only. Building out this intersection approach provides a more reliable and less circuitous route for buses to access Marymoor Village station instead of navigating through the Redmond Way/180th Avenue NE intersection	Transit-only lane and transit signal phasing	-
7	156th Avenue NE between NE 36th Street and NE 40th Street	Evaluate if the B Line is delayed trying to merge from the northbound curb lane on 156th Avenue NE to the northbound left turn lanes at NE 40th Street/156th Avenue NE. Consider a queue jump or transit only left turn lane at the NE 40th Street/156th Avenue NE intersection if congestion is an issue. This lane could also be utilized by private shuttles, if there is adequate capacity.	Transit only-lane and transit signal phasing	-
8	SR 520 Restriping	Restripe SR 520 in the northbound/eastbound direction at the NE 40th Street exist to add a peak-only hard shoulder for northbound transit. Would require coordination and partnership with WSDOT.	Transit-only lane	-

Project ID	Project	Description	Transit-Supportive Component	Already identified on City planning effort?
9	Redmond Way between 168th Avenue NE and 164th Avenue NE	Consider implementing additional transit Intelligent Transportation System (ITS) strategies for the section of 164th Avenue NE between Cleveland Street and Redmond Way, such as transit green time extension. To accommodate the heavy southbound left bus turning movement at 164th Avenue NE/Cleveland Street, consider extending the southbound left turn pocket for additional storage, or extending the turn pocket by removing the northbound left turn at 164th Avenue NE/Redmond Way. Eliminating the northbound left turn may help to eliminate some general-purpose vehicle conflict with buses traveling northbound through.	Transit signal phasing	Some components included in East Link Connections Network efforts
10	164th Avenue NE/NE 83rd Street intersection	After the East Link Restructure is implemented, evaluate if any improvements are needed for transit speed and reliability at the intersection of NE 83rd Street/164th Avenue NE. This intersection serves multiple high frequency bus routes traveling northbound left/through, and westbound right.	Transit only lane and/or transit signal phasing	-
11	148th Avenue NE between Old Redmond Road and NE 40th Street	After the East Link Restructure is implemented, evaluate transit speed and reliability along the corridor and consider bus queue jumps at intersections.	Transit signal phasing	-
12	Avondale Road between Avondale Way and NE Novelty Hill Road	If the street is reconstructed or modified, consider adding queue jump lanes at signalized intersections.	Transit only lane and/or transit signal phasing	-
13	Willows Road between NE 90th Street and NE 124th Street	In conjunction with the Willows Road Widening project (see line 4), add northbound bus only or HOV only lane, replacing one general purpose lane south of 9900 Block and replacing bike lanes from 9900 Block to 124th Street following completion of the Redmond Central Connector trail.	Transit only lane	Expands upon 2024-2050 TFP #156

Recommended Actions

- Action 7A: Partner with Metro and Sound Transit to identify transit-supportive capital projects that can be incorporated into Redmond's capital planning processes
- Action 7B: Consider transit improvements when planning capital projects with roadway repaving or redesign
- Action 7C: Prioritize implementation of transit signal phasing and/or queue jumps within Redmond's centers

Strategy 8: Create regular coordination between private transit operators and agencies in Redmond

- Supports Redmond 2050 TR-19: Implement transit to connect people in all Redmond neighborhoods to centers, light rail, and other neighborhoods, considering a full suite of transit options appropriate to the land use context.

In addition to the public transit agencies operating in Redmond (Sound Transit and King County Metro), some of Redmond's major employers also operate their own private transit shuttles. These private transit operators offer shuttles for employees commuting to and from large technology industry campuses in Redmond. With more knowledge about private employer shuttle ridership, the City of Redmond can better understand the full scope of transit usage in the city.

Recommended Actions

- Action 8A: Track private employer shuttle ridership data via Commute Trip Reduction program participation to better understand private transit shuttle operations and tailor the City's transportation demand management efforts.
- Action 8B: Establish metrics such as origin-destination data to track private transit shuttle usage on a regular basis

Strategy 9: Maintain consistency with King County Metro and Sound Transit policies to align Redmond's vision with the regional transit landscape

- Supports Redmond 2050 FW-TR-5: Influence regional transportation decisions and leverage regional transportation investments in support of Redmond's transportation policy objectives.

Continuity in policy and planning efforts across agencies will help bring Redmond's transit goals to reality in a more efficient manner. Redmond's efforts should align with King County Metro's and Sound Transit's long range planning efforts including Metro Connects, the Metro Service Guidelines, the Metro Strategic Plan, the Sound Transit Regional Transit Long-Range Plan, and the Sound Transit Development Plan 2024-2029. Redmond should also have a strategic approach to influencing Metro's and Sound Transit's long-range plans so that they align with the city's objectives. Redmond already incorporates many of Metro's policies for transit planning, including:

- Prioritizing improvements for people to walk/bike/roll safely to connect to transit service within half-mile walkshed and 3-mile bikeshed of frequent transit
- Including Transportation Demand Management strategies that support transit use (see Chapter 10 for TDM strategies)
- Planning for increased density within a quarter mile of frequent transit service, such as RapidRide or Link light rail
- Including a mix of residential, commercial, and institutional land uses within a quarter mile of transit service
- Including housing policies for reductions in parking requirements and zoning flexibility to increase density within one-quarter mile of RapidRide and frequent transit
- Including housing policies for anti-displacement including incentives for affordable housing development near transit

Metro recommends additional transit planning policies that the City of Redmond does not yet actively incorporate into the city's processes, as shown in the Recommended Actions below.

Recommended Actions

- Action 9A: Prioritize transit speed & reliability in project prioritization process (see Strategy 7)
- Action 9B: Consider curb management and parking strategies that remove or reduce parking near transit stops to facilitate bus operations in future parking management implementation work and as part of the CurbSpace Management Plan
- Action 9C: Accommodate bus layover to support growth in fixed route transit service
- Action 9D: Consider implementing electric charging infrastructure that could be utilized by an electrified bus fleet (see Chapter 11 for E-Mobility strategies)

Street System Plan Chapter DRAFT – April 29, 2025

TMP Update



STREET SYSTEM PLAN

1. Introduction

Streets are the backbone of the multi-modal transportation system in Redmond. People use Redmond's streets to move around and address their daily needs. Movement comes in many ways—walking, cycling and scooters, public transit, and driving—and streets function to serve all these ways, 24 hours a day, seven days a week. Redmond's street system plan supports Redmond's preferred land use pattern as presented in Redmond 2050 by providing multimodal access, and conversely, Redmond's land use plan supports the transportation system by creating more compact development that makes walking, biking, micromobility, and taking transit the easy and most cost-effective means of travel.

In Redmond's Urban Centers, the streets not only provide mobility, but also comprise the public realm. The quality of the public realm—streets, sidewalks, plazas, and other publicly accessible spaces—influences Redmond's livability, economy, safety, and public health.

The street network also provides an important stormwater management and environmental services function, and through the integration of green stormwater infrastructure and healthy street trees, can help mitigate pollution and the urban heat island effect.

Advancing Redmond 2050 Guiding Principles

This chapter contains strategies for maximizing the City's return on investment in its transportation system. This means moving the most people and goods possible within the existing street system while also minimizing environmental harms and other negative community impacts. Redmond 2050 establishes three Guiding Principles: Equity and Inclusion, Sustainability, and Resilience. The Street System Chapter identifies strategies that support these principles and align with Redmond 2050 transportation policies.

Resilience

- **Maintain the street network in a state of good repair to support the mobility and access needs of all modes. Use advanced technology to improve the operations and efficiency of the multimodal transportation system.** (TR-5, TR-9 and TR-26)
- Strategies supporting the Guiding Principle of Resilience include: Strategy 5, Strategy 6, Strategy 7

Equity & Inclusion

- **Prioritize investments that enhance the safety and access of pedestrians, bicyclists, and transit users.** 4 (TR-2, TR-15, TR-16, and TR-17)
- Strategies supporting the Guiding Principle of Equity and Inclusion include: Strategy 1, Strategy 2, and Strategy

Sustainability

- **Implement modal corridors to help the city achieve a greenhouse gas emissions reduction of 71 percent by 2050 and strategies that improve surface and groundwater runoff and provide other environmental benefits.** (TR-25, TR-38, and TR-39)
- Strategies supporting the Guiding Principle of Sustainability include: Strategy 3, Strategy 8, and Strategy 9

2. An Integrated “Complete Streets” Approach

Redmond applies an integrated Complete Streets approach to planning, designing, building, operating, and maintaining streets that enable safe access and accommodation of all users, regardless of mode, age, or ability, including motorists, freight, pedestrians, bicyclists, people with disabilities, children, older residents, and transit riders.

Redmond’s Complete Streets Policy states: **all transportation projects shall provide appropriate accommodation for persons of all ages and of all abilities, including bicyclists, pedestrians, transit users, as well as automobiles, freight, and buses, in comprehensive and connected networks defined in the City’s Transportation Master Plan; provided, that such accommodation shall take into account and complement the local context and character of the community and land use.**

Examples of appropriate accommodation for transportation projects include, but are not limited to:

- Sidewalks for pedestrians
- Bike lanes for bicyclists or scooters
- Special bus lanes or signal operations for transit service
- Comfortable, safe, and accessible public transportation stops,
- Frequent and safe crosswalks and crossing islands

These features, and others, work together to create a safe and efficient transportation network for all users.

3. Overview of Redmond’s Street System and Assets

Elements of the street system are classified by the character of service they provide for planning, design, construction, and operational purposes. The system recognizes that most travel involves movement through a network of streets and each piece of the network exists to provide a combination of mobility and

land use access. For example, a principal arterial is more focused on providing through movement mobility than it is direct access to adjacent land uses. On the other end of the spectrum, a local access street provides direct access to many individual land uses.

A street's design and operation are based on its functional classification. However, it is also important for streets to respond to the character of adjacent land uses and the activity they generate. In other words, a street with a singular functional classification may vary in its design and operations based on adjacent land uses and the different modes of travel that are expected to use the street. This is often referred to as context-based design.

The following section provides a definition of the street functional classification in Redmond. Attributes associated with each functional class are summarized in Table 1. Figure 1 is a map of Redmond's street functional classification.

Freeway

State Route 520 is part of the State Highway System and connects Redmond with the region. The SR 520 Freeway provides limited access, allowing traffic to move more freely, and is designed and intended to carry heavy volumes of traffic at high speeds, including a relatively large percentage of trucks. Interconnections with other roadway classifications are accomplished through grade-separated interchanges.

Principal Arterial

A principal arterial provides capacity and continuity for travel between different areas of the city and adjacent jurisdictions. Principal arterials provide direct connections to freeways or other principal arterials. Adjacent land uses may include residential and commercial areas, open space, public lands, industrial sites, and institutional sites. While principal arterials provide important connections between Redmond and the broader region, their function is not solely the through movement of motor vehicles. The through movement of motor vehicles on principal arterials must be balanced with the need to safely serve all travel modes and respond to the adjacent land context, which varies.

Minor Arterial

A minor arterial provides for travel between different areas of the city but does not have the capacity and significance of principal arterials. Minor arterials typically connect with other minor arterials, principal arterials, and collector arterials. Adjacent land uses may include residential property, schools, public parks, retail and commercial uses, or public institutions.

Collector Arterial

A collector arterial receives traffic from connector streets and local streets and provides access to principal and minor arterials. Collector arterials are generally not intended to serve regional trips and generally do not provide route continuity for more than a mile or two. These roadways are generally contained entirely within the city and connect neighborhoods with each other, terminating only at principal arterials, minor arterials, or other collector arterials. Like minor arterials, adjacent land uses may include residential property, schools, public parks, retail and commercial uses, or public institutions.

Connector Streets

Connector streets are specially designated local streets that provide for direct vehicle, bicycle, and pedestrian connections between adjacent neighborhoods, and between neighborhoods and commercial areas. Connectors typically provide no route continuity beyond the areas they serve. Adjacent land uses may include residential areas, commercial areas, open space, public lands, industrial sites, and institutional sites. Connectors terminate at collector arterials, minor arterials, and/or local access streets.

Local Access Streets

Local access streets provide direct connections to and within neighborhoods and typically terminate at connector streets or collector arterials. These streets provide for direct vehicle, bicycle, and pedestrian access to neighborhood commercial and residential land uses. Local streets do not serve regional trips and provide no route continuity beyond the areas they connect.

Shared Streets

Shared streets are slow-speed streets shared by pedestrians, cyclists, and vehicles. In a shared street, every user yields to any more vulnerable user. Pedestrians may use the full width of the street within an area defined as a shared street. Drivers within a shared street may not drive faster than a walking pace, making allowance for the possible presence of pedestrians, including children at play, unmarked objects, and an irregular roadway alignment.

In Redmond, some local streets will be transitioned to shared streets, which are appropriate on a residential, limited use, or other low-volume street, where the neighborhood desires to create a public space for social activities and play. Shared streets are also appropriate on streets with commerce where there is a desire to create an active and attractive people-oriented area.

Shared Streets components that help create a people-oriented space can include:

- Special paving and surface treatment to identify these streets as unique people places.
- Flush or reduced curb height and nonexistent curb sidewalk to encourage pedestrians to use the entire street rather than street edges.
- Narrow vehicular lanes to create a safe and comfortable environment for pedestrians and cyclists.
- Chicanes to slow drivers by adding curves to the travel lane to indicate that they are entering a pedestrian area.
- High-quality and artistic street furniture to announce that people are welcome and create a friendly pedestrian environment.
- Plants to increase the quality of the urban space and the pedestrian experience with attention paid to pedestrians who are deaf-blind.
- Pedestrian-scale lighting.

TABLE 1 – SUMMARY OF STREET FUNCTIONAL CLASSIFICATIONS ATTRIBUTES

Transportation Mode	Typical Trip Type Served
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Functional Classification	Vehicle	Transit	Bicycle	Pedestrian	Traffic Calming/ Speed Mgmt	On-Street Parking	Regional	Citywide/ Local	Neighborhood
Freeway	✓	✓					✓	✓	
Principal Arterial	✓	✓	●	✓	●		✓	✓	
Minor Arterial	✓	●	●	✓	●	●		✓	✓
Collector Street	✓	●	●	✓	✓	●		✓	✓
Connector Street	✓	●	●	✓	✓	●		✓	✓
Local Access Street	✓		●	✓	✓	✓			✓
Shared Street	✓		●	✓	✓	✓			✓

Key: ✓ Prevalent; ● Common/Possible

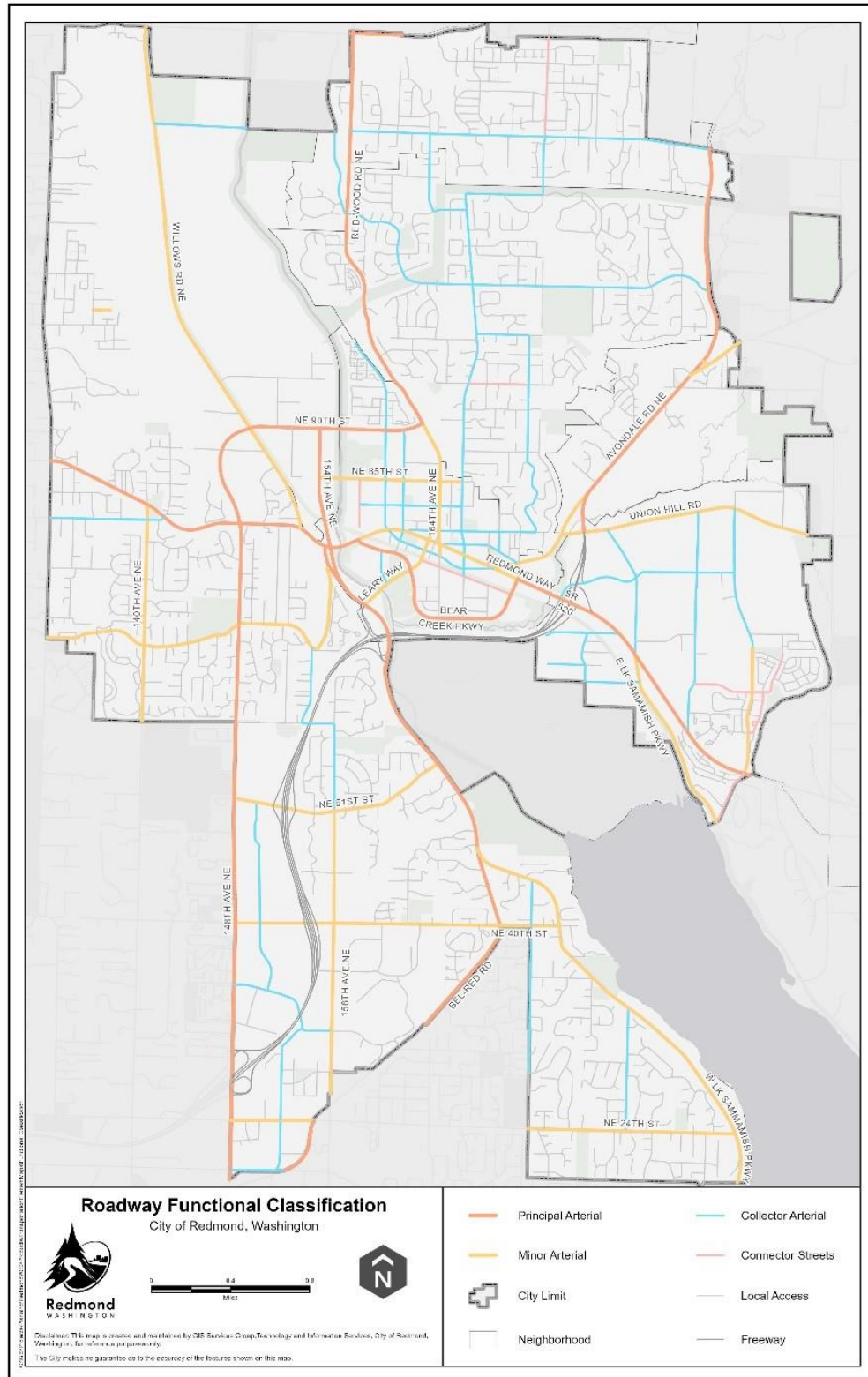


FIGURE 1: REDMOND ROADWAY FUNCTIONAL CLASSIFICATION

Redmond's Transportation Assets

Redmond's transportation assets represent a level of investment that has been made to ensure the safe and efficient movement of goods and people. Some key transportation assets are listed in Table 2 but there are others. Each asset must be managed and maintained to sustain a defined level of service. This level of service is defined by the modal networks and priorities identified in the Transportation Master Plan and tracked at the community-level by the performance measures discussed in the Chapter 13 – Performance Measures. Redmond's *Transportation System Asset Management Plan* further identifies Redmond's transportation assets and how they should be managed and maintained to achieve the desired level service (or priority) and performance defined in the Transportation Master Plan.

TABLE 2 – REDMOND TRANSPORTATION ASSETS – EXISTING CONDITIONS

Transportation Asset	Quantity
Lane Miles of Roadway	366
Sidewalk Miles	230
Bridges	20
Traffic Signals	112
City-owned Streetlights	2,049
Street Signs	9,275

More details on assets that comprise the pedestrian, bicycle, transit, and freight modal networks is provided in those respective chapters of the TMP. A more comprehensive list of transportation assets and asset performance targets are in the City of Redmond *Transportation System Asset Management Plan* (forthcoming).

Multimodal Level of Service

Redmond 2050 policies state that streets are to collectively serve all modes of travel including passenger vehicles, trucks, transit, bicycles, and pedestrians, and that people walking, biking, and taking transit should be prioritized. Providing more travel options within Redmond's street (and trail) network aligns with Redmond 2050 Guiding Principles (Equity and Inclusion, Resilience, Sustainability), is more cost effective than adding vehicle capacity (i.e., widen streets, add more lanes), and will contribute to a more livable Redmond. Investments in Link light rail, King County Metro bus service, and better pedestrian and bicycle infrastructure will provide people living, visiting, and working in Redmond with more options, thereby relieving congestion and its many negative impacts.

[insert people-moving capacity by travel mode graphic here]

Redmond has long been recognized as a leader in multimodal transportation planning. Specifically, Redmond adopted the first plan-based multimodal transportation concurrency level of service (MMLOS) standard in 2008. This MMLOS standard is still in use today and many communities throughout Washington State have emulated Redmond's plan-based multimodal concurrency standard.

Redmond's MMLOS standard for transportation concurrency is rooted in the City's multimodal Transportation Facilities Plan (TFP) (see Appendix X). The TFP is prepared in conjunction with the

Comprehensive Plan's Land Use Element and considers the growth in population and employment within Redmond and the neighboring jurisdictions. Unlike systems that focus solely on the performance of the vehicle network, Redmond's MMLOS concurrency standard tracks implementation of the multimodal improvements identified in the TFP and requires that new investments are built ahead of or at-pace with growth identified in the Comprehensive Plan. By way of example, Redmond can accommodate 20 percent of planned growth (demand) so long as it has built or committed funding (public or private) to build 20 percent of the transportation improvements (supply) defined in the TFP. The City's target for a supply to demand ratio is 1.05 to ensure concurrency. Historically, supply has well-exceeded demand.

System Performance

Redmond's multimodal concurrency is a broad measure of its transportation system performance as it tracks the ability of the system to provide mobility and access to the wide range of new and existing land uses throughout the city. This is tracked using the TFP as discussed above. There are several other measures that are used to track the performance of Redmond's transportation system such as network completion and mode share, which are discussed in Chapter 13 – Performance Measures. Those performance measures that relate to MMLOS include:

Safety

Everyone traveling in Redmond should be able to get to their destination safely regardless of where they live or how they chose to travel. As shown in Figure 2 , the number of vehicle crashes, including serious and fatal crashes, involving bicyclists and pedestrians have generally declined over the past 10 years. Figure 3 also shows a similar downward trend for vehicle-only crashes.

As Redmond develops and creates a transportation system that invites more people to walk, bike, roll, and take transit it must also take proactive steps to ensure that conflicts between all road users are minimized and the city meets its goal for eliminating all serious injury and fatal crashes by 2050. Redmond's *Safer Streets Action Plan* is framed around the Safe System approach and identifies specific actions centered on safe street design, safe speeds, safe vehicles, safe road users, land use, and post-crash care. Strategies and actions in the Transportation Master Plan are also aligned with the Safe System approach.

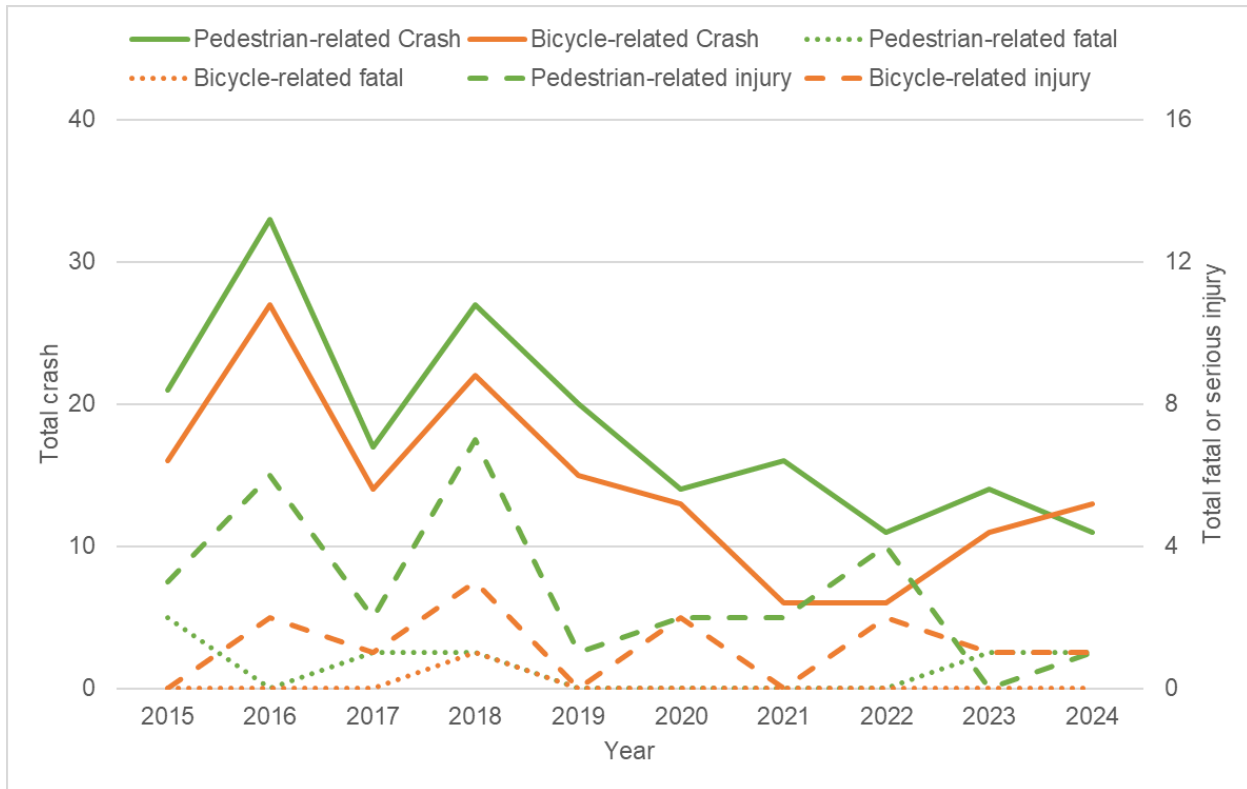


FIGURE 2: BICYCLE AND PEDESTRIAN SERIOUS AND FATAL CRASHES (2015-2024)

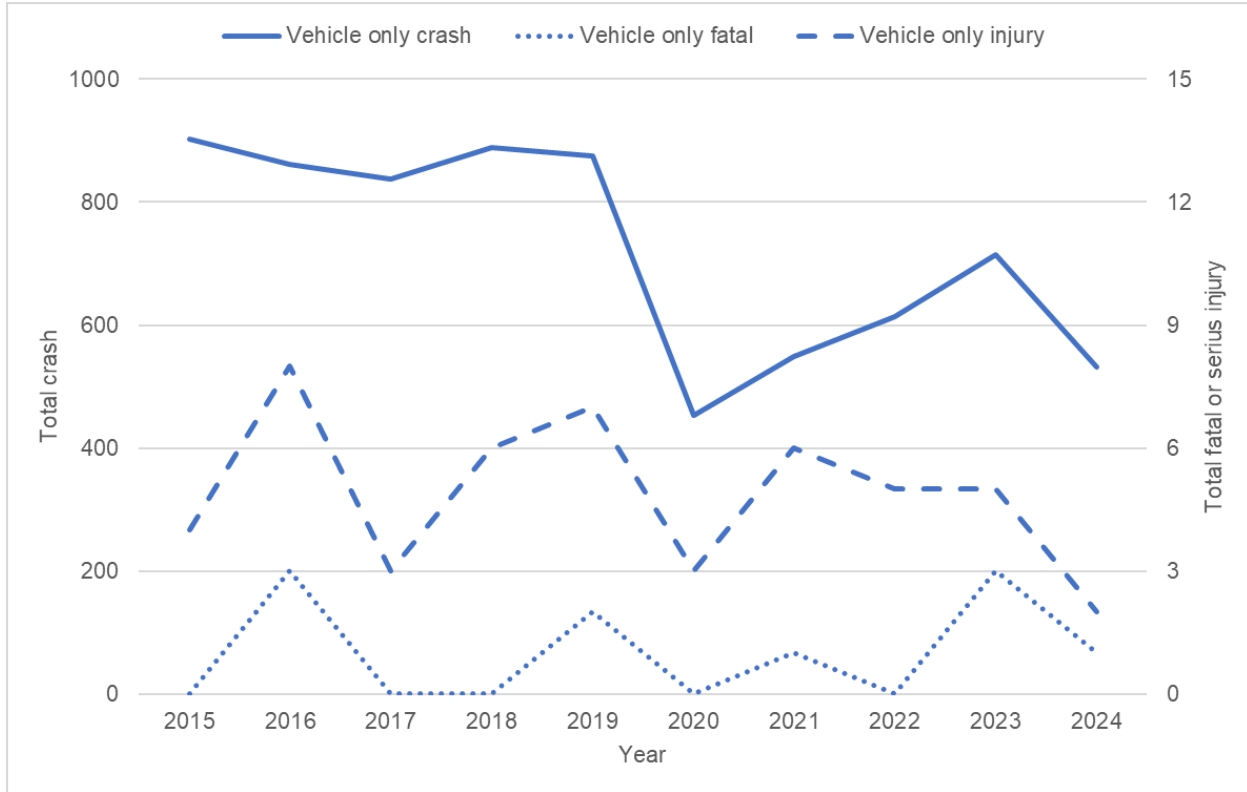


FIGURE 3: VEHICLE ONLY CRASHES (2015-2024)

4. Strategies and Actions

Strategy 1: Implement an integrated multimodal transportation system that safely and efficiently serves all travel modes.

Redmond's streets serve all modes of travel including passenger vehicles, trucks, buses, bicyclists, and pedestrians. While cars will continue to serve as a prevalent mode of travel for many people living in and visiting Redmond, reorienting Redmond's street system to better serve walking, biking, and public and private transit will allow the city to grow without experiencing extreme congestion. It also will help Redmond meet its goals around reducing vehicle miles traveled and greenhouse gas emissions, and creating a more vibrant, livable, and connected community.

An integrated multimodal transportation system ensures that the mobility and access needs of all people and modes are met while also recognizing that every mode of travel or function can't be prioritized on every street due to both spatial and operational constraints. Therefore, a layered network approach (Figure 4) is necessary to appropriately respond to land use contexts and help balance the diverse and competing needs of pedestrians, bicyclists, drivers, transit, and freight within constrained rights-of-way. Redmond's multimodal transportation system is based on this layered network approach.

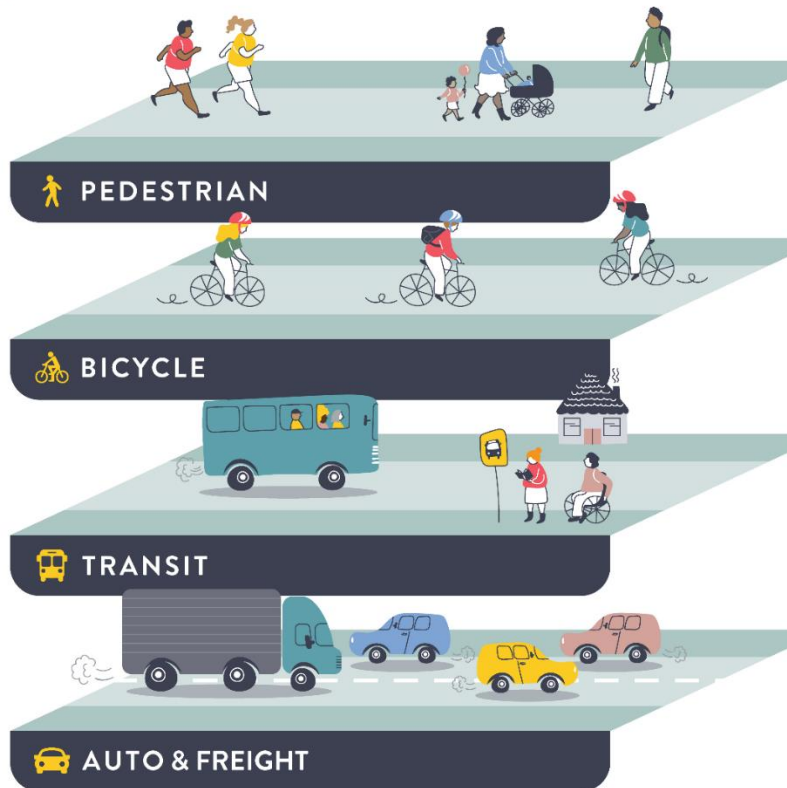


FIGURE 4: LAYERED NETWORK APPROACH (CREDIT: FEHR & PEERS)

Modal Integration

A modal integration analysis was conducted on the modal networks that comprise Redmond's transportation system – bicycle, pedestrian, freight, transit, auto – to identify where right-of-way, operational or other constraints create conflicts in terms of accommodating priority modes. This analysis revealed that some corridors are already serving priority corridors well while in other cases infrastructure or operational improvements are needed to make the corridor (or segments within corridors) function better for the priority mode(s). Figure 5 shows the planned integrated modal corridors network and Figure 6 shows segments where improvements are needed to achieve modal network integration. Though not shown as a modal corridor type, the pedestrian network, and the infrastructure that supports safe and convenient travel by foot or mobility assistance device, are a priority throughout the Redmond transportation system. Pedestrian Priority Zones correspond with Redmond's Urban Centers where pedestrian infrastructure needs to support the highest levels of pedestrian activity. See Chapter 4 for more information on the pedestrian network. Table 2 lists the modal corridors and describes the improvements that are needed to achieve the modal network objectives.

Redmond 2050 Policies that Support Strategy 1:

- **TR-5:** Design and build a transportation system that can be efficiently operated and maintained.
- **TR-9:** Manage public right-of-way to maintain multimodal mobility while recognizing the need for occasional closures for maintenance, construction, or special events. Discourage interruptions to comfortable and convenient walking, bicycling, and transit use.
- **TR-13:** Develop a transportation system that minimizes negative health and environmental impacts to all, especially those who have been disproportionately affected by past transportation decisions.
- **TR-23:** Adopt and implement a street plan in the Transportation Master Plan that results in multimodal access and connectivity in Redmond and the region. Require that all streets be complete streets, built to accommodate travel modes as defined in the Transportation Master Plan, and be no wider than necessary.
- **TR-24:** Maintain a street classification system in the street plan that is designed to move people by a variety of modes and support Redmond's preferred land use pattern. Classify streets according to function so that system capacity may be properly allocated by mode and planned street improvements will be consistent with those functions.
- **TR-47:** Consider a broad spectrum of revenue sources, including but not limited to general fund contributions, impact fees, local improvement districts, transportation benefit districts, street maintenance utility, grants, right-of-way lease fees, developer and other contributions, business taxes, and debt financing.
- **TR-50:** Include a long-range, funding-constrained Transportation Facilities Plan (TFP) in the TMP that identifies programs, projects, and services to be funded over the life of the TFP.

Recommended Actions

Action 1A: Update the Transportation Facilities Plan (TFP) and the Transportation Improvement Plan to reflect identified improvements within modal corridors to ensure that corridors are implemented through the Capital Investment Program or by new development.

Action 1B: Conduct further study and analysis on modal corridors as needed to develop preliminary designs and cost estimates to advance Capital Improvement Program integration and securing grants and other external funding as appropriate.

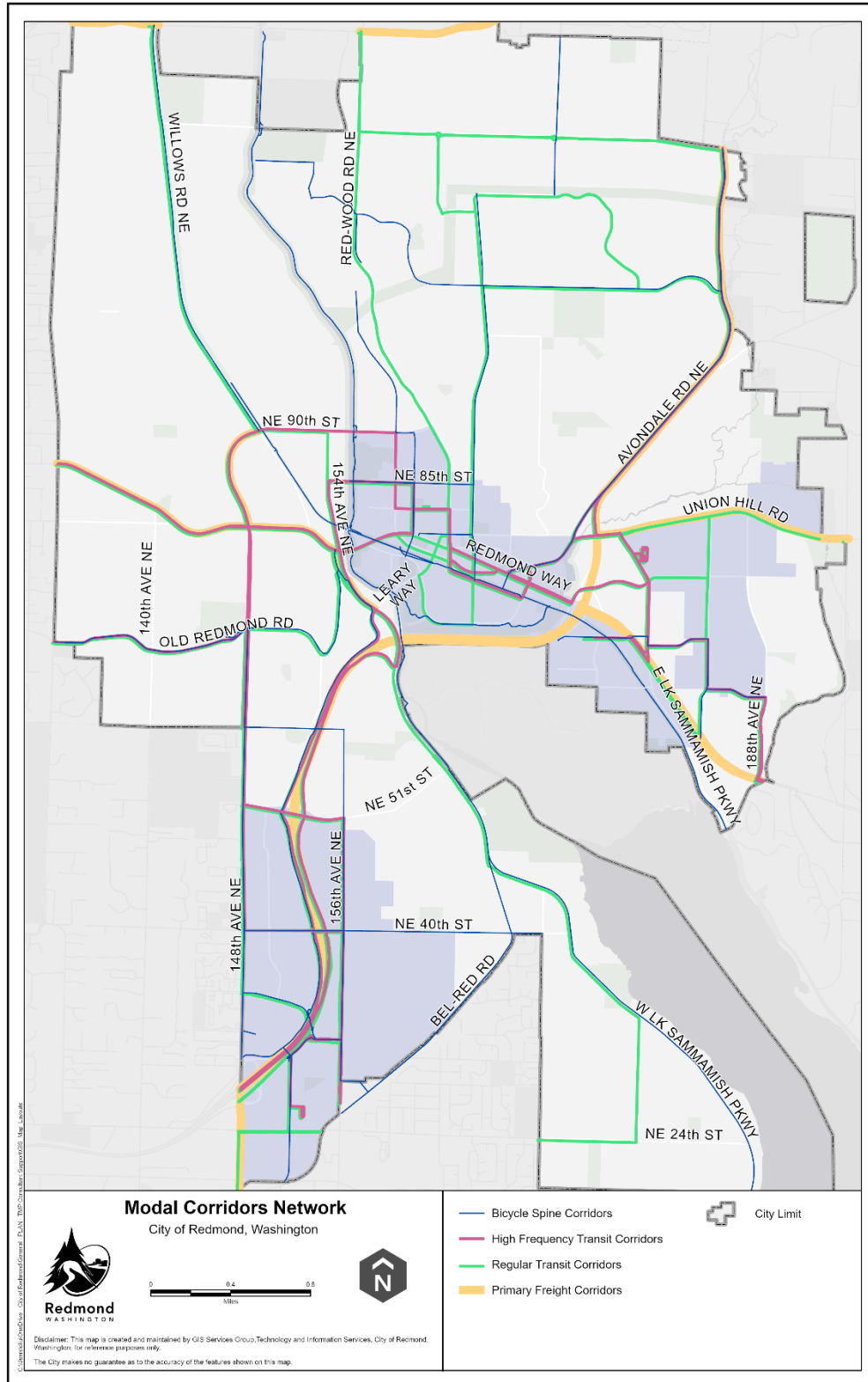


FIGURE 5: MODAL CORRIDORS NETWORK

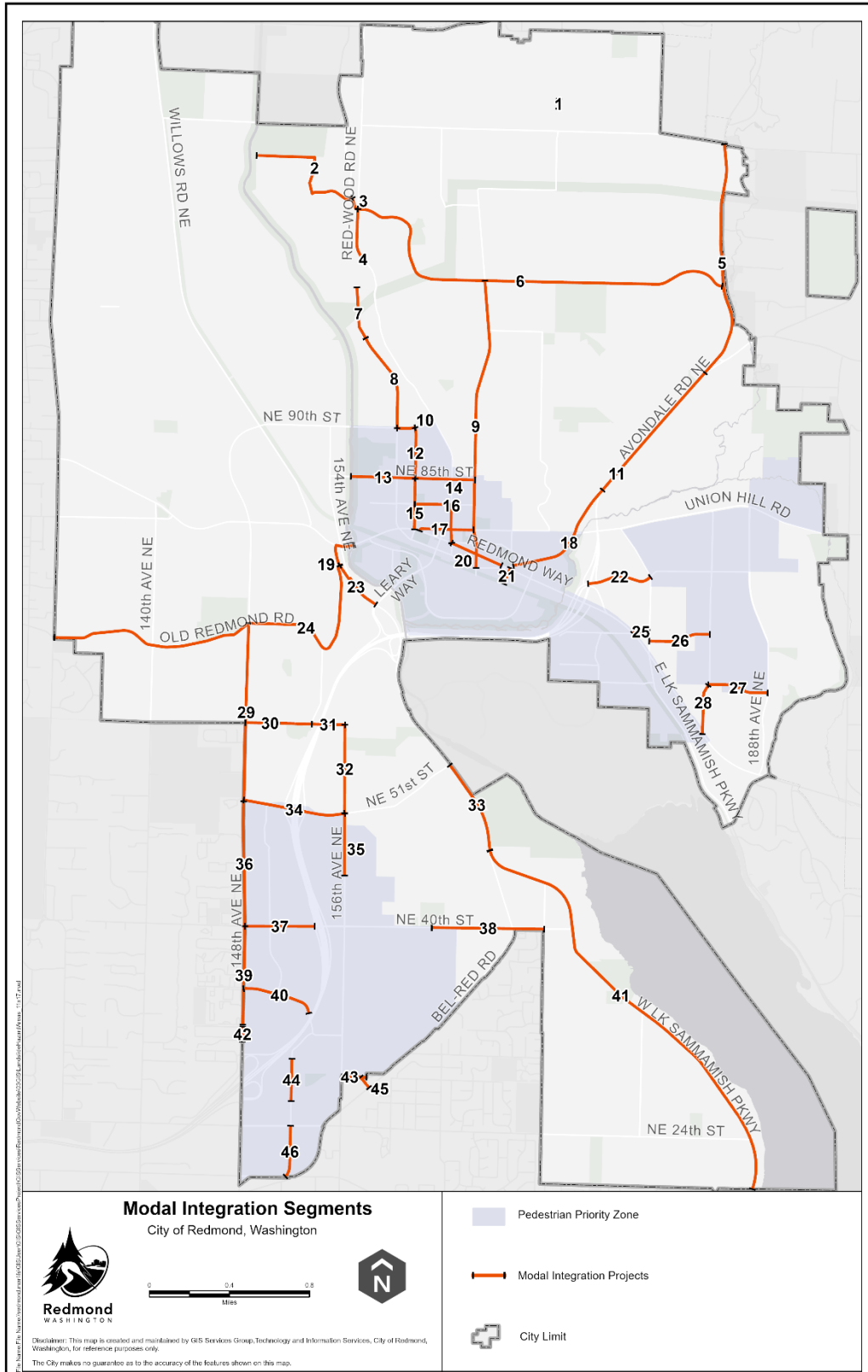


FIGURE 6 MODAL INTEGRATION SEGMENTS

TABLE 3- MODAL CORRIDORS PLANNED IMPROVEMENTS

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
1	172nd Ave NE from NE 117th St to 172nd Ct NE	Connector Street	x					Construct a shared use pathway.
2	151st Ave NE/NE 110th Pl/NE 114th St from 154th Pl NE to End of Road	Local Street	x					Evaluate low-cost improvements to implement a bike boulevard, such as traffic calming, alternative sidewalks, other strategies.
3	154th Pl NE from NE 110th Pl to Redmond-Woodinville Rd NE	Local Street	x				x	Construct a bike lane by narrowing the travel lanes.
4	Redmond-Woodinville Rd NE from NE 106th St to NE 109th St	Principal Arterial	x					Construct a separated bike lane. Evaluate whether ROW should be acquired, or existing turn lanes repurposed.
5	Avondale Rd NE from NE Novelty Hill Rd to NE 116th St	Principal Arterial	x	x	x	x		Further study required to determine feasibility of a shared use path or other separated bikeway. The project should ensure that any changes to the cross-section consider transit treatments to improve speed and reliability.
6	NE 109th St/160th Ave NE/NE 104th St from Red-Wood Rd NE to Avondale Rd NE	Collector Arterial	x				x	Remove the existing on-street parking to construct either a two-way separated bike lane on the north side of the street, or one-way separated bike lanes in each direction.
7	160th Ave NE from Road End to NE 102nd Way	Collector Arterial	x					Construct a shared-use pathway. This project will provide an off-road alternative to Redmond-Woodinville

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
								Rd NE, and connect multiple housing developments. Watermain project opportunity
8	160th Ave NE from NE 90th St to Road End	Collector Arterial	x					Construct parking-separated bike lanes.
9	166th Ave NE from Cleveland St to NE 104th St	Collector Arterial	x					Construct separated bike lanes in each direction by removing the existing TWLTL, or provide a two-way separated bike lane on one side of the street. Evaluate the safety of uphill versus downhill cyclists to determine appropriate design.
10	NE 90th ST from 160th Ave NE to 161st Ave NE	Principal Arterial	x					Upgrade existing bike lanes to provide vertical separation.
11	Avondale Rd NE from Avondale Way NE to NE Novelty Hill Rd	Principal Arterial	x	x	x	x	x	Further study required to determine feasibility of a shared use path or other separated bikeway. The project should ensure that any changes to the cross-section consider transit treatments to improve speed and reliability.
12	161st Ave NE from NE 90th St to NE 85th St	Collector Arterial	x					Construct a separated bike lane by removing the existing TWLTL or on-street parking. Consider transit access along the corridor to improve safety between bikes and buses. Waterline replacement opportunity
13	NE 85th St from 161st Ave NE to Sammamish River Trail	Minor Arterial	x	x				Near-term, pilot a demonstration project of parking-protected separated bike lanes on one-side of street, removal of parking and separated bike lane on opposite side. During the pilot program, monitor modal conflicts at existing driveways

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
								and crossings, and develop safety improvements to be implemented during construction of the long-term project.
14	NE 85th St from 166th Ave NE to 161st Ave NE	Minor Arterial	x					Near-term, pilot a demonstration project of parking-protected separated bike lanes on one-side of street, removal of parking and separated bike lane on opposite side. During the pilot program, monitor modal conflicts at existing driveways and crossings, and develop safety improvements to be implemented during construction of the long-term project.
15	161st Ave NE from NE 85th St to Redmond Way	Collector Arterial	x		x			Construct a separated bike lane by removing the existing TWLTL or on-street parking. Consider transit access along the corridor to improve safety between bikes and buses. Waterline replacement opportunity
16	NE 83rd St/164th Ave NE from 161st Ave NE to Redmond Way	Minor Arterial			x			Heavy bus movements NBL/NBT and WBR at NE 83rd St/164 Ave NE. After East Link Restructure is implemented, evaluate if any improvements are needed for transit speed and reliability. The driveways on the south side of NE 83rd St may conflict with westbound buses.
17	NE 80th St from Redmond Way to 166th Ave NE	Collector Arterial	x					Construct a separated bike lane by replacing parking, narrowing lanes, and widening the road at spot locations. Waterline replacement opportunity

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
18	Avondale Way NE from Redmond Way to Avondale Rd NE	Principal Arterial	x	x		x		Further study required to determine feasibility of a shared use path on north side. Challenges on this segment include vehicle congestion and high-frequency transit routes. The project should ensure that any changes to the cross-section consider transit treatments to improve speed and reliability.
19	W Lake Sammamish Pkwy/Redmond Way from Sammamish River Trail to Old Redmond Rd	Principal Arterial	x	x	x			Construct a shared-use pathway.
20	Redmond Way from 168th Ave NE to 164th Ave NE	Minor Arterial		x			x	Consider implementing transit Intelligent Transportation System (ITS) strategies for the section of 164th between Cleveland and Redmond Way, such as extending green time for buses. Consider extending the southbound left turn pocket at 164th Ave NE/Cleveland St to accommodate bus turning movements, or extending this turn pocket and removing the NBL at 164th Ave NE/Redmond Way to eliminate some general-purpose vehicle conflict with buses traveling northbound through. Add second westbound lane and parking on the north side of Redmond Way between 168th Avenue and 166th Avenue. Project would include one travel lane, on-street parking, sidewalk, right-of-way, utilities and streetscape

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
								improvements. Waterline replacement opportunity
21	Amli Development Trail from NE 76th St to Redmond Way	N/A	x					Construct a shared use pathway as a part of development.
22	NE 76th St from SR 520 to 180th Ave NE	Collector Arterial		x			x	Widen roadway to include three 12' travel lanes and two bike lanes and 6' sidewalks, realign roadway to comply with COR minimum horizontal curve radius requirement. At the signalized intersection of Fred Meyer and Target, add crosswalk to west leg, use existing right run drop lane eastbound, re-aligned to account for roadway widening. At intersection of 76th and eastbound 520 ramps add a crosswalk enabling pedestrian and bicycle crossing. Improve transit amenities.
23	W Lake Sammamish Pkwy from Old Redmond Rd to 520 Bike Trail	Principal Arterial	x	x	x			Construct a shared-use pathway.
24	Old Redmond Rd from W Lake Sammamish Pkwy NE to 132nd Ave NE	Minor Arterial	x	x		x		Construct separated bike lanes and evaluate transit access along the corridor to minimize conflicts with buses. Waterline replacement opportunity
25	NE 70th St to 180th Ave NE Connector from Redmond Way to 180th Ave NE	Connector Street	x	x			x	Construct a shared-use pathway as a part of new arterial street construction. Construct a new transit-only street connection on NE 70th Street

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
								between 180th Avenue NE and Redmond Way
26	NE 68th St from 180th Ave NE to 185th Ave NE	Connector Street	x	x				Construct a separated bike lane by replacing the existing on-street parking, and consider future connection through development to the east to connect with 188th Ave NE.
27	NE 65th St from 185th Ave NE to 188th Ave NE	Connector Street	x	x		x		Construct a separated bike lane by replacing the existing on-street parking.
28	185th Ave NE from NE 65th St to Redmond Way	Collector Arterial	x					Construct a separated bike lane by replacing narrowing vehicle travel lanes. Some segments may require repurposing existing travel lanes. Consider transit access along the corridor to improve safety between bikes and buses. Waterline replacement opportunity
29	148th Ave NE from Old Redmond Rd to NE 51st St	Principal Arterial	x	x		x		Construct a shared use pathway that extends from NE 51st St to Bridle Crest Trail, then to Old Redmond Rd. Regional trail, minimum 12' wide with 2' graded area. Consider bus queue jumps along 148th Ave where appropriate for bus volumes. Waterline replacement opportunity
30	NE 60th St from 154th Ave NE to 148th Ave NE	Collector Arterial	x					Construct a shared-use pathway. Waterline replacement opportunity
31	NE 60th St from 154th AVE NE to 156th AVE NE	Collector Arterial	x					Construct a separated bike lane.

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
32	156th Ave NE from NE 51st St to NE 60th St	Minor Arterial	x					Construct a separated bike lane by reconfiguring the cross section to include a southbound parking-protected bike lane, two travel lanes, and a buffered northbound bike lane.
33	W Lake Sammamish Pkwy from Bel-Red Rd to NE 51st St	Principal Arterial	x				x	Construct a shared-use pathway. Implement "quick-build" two-way path on east side of corridor. Construct a roundabout at West Lake Sammamish Parkway and Bel-Red Road. Stormwater replacement opportunity
34	NE 51st St from 520 Trail to 520 Trail	Minor Arterial		x		x	x	Grade separate the 520 Trail at NE 51st Street.
35	156th Ave NE from 4300 Block to NE 51st St	Minor Arterial	x	x				Extend the current shared use pathway from its terminus on the 4300 block of 156th Ave NE to NE 51st St. Evaluate if the B Line is getting stuck in congestion trying to merge from the NB curb lane to the NBL turning lanes at NE 40th St/156th Ave NE to identify potential speed and reliability improvements.
36	148th Ave NE from NE 51st St to NE 40th St	Principal Arterial	x			x		Construct a shared use pathway by acquiring ROW to build an off-street trail on the east side of the street, or expanding the existing sidewalk. Regional trail, minimum 12' wide with 2' graded area. Consider bus queue jumps along 148th Ave where appropriate for bus volumes. Waterline and stormwater replacement opportunity

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
37	NE 40th St from 148th Ave NE to SR 520	Minor Arterial	x					Construct a shared-use pathway. Regional trail minimum 12' wide with 2' graded area
38	NE 40th St from 163rd Ave NE to 172nd Ave	Minor Arterial	x				x	Construct a shared-use pathway. Shared path on the south side of 40th Street with segments of cycle track where appropriate. Waterline replacement opportunity
39	148th Ave NE from NE 40th St to NE 31st St	Principal Arterial	x					Construct a shared use pathway by acquiring ROW to build an off-street trail on the east side of the street, or expanding the existing sidewalk. Regional trail minimum 12' wide with 2' graded area. Waterline replacement opportunity.
40	NE 36th St from 148th Ave NE to SR 520	Collector Arterial	x					Construct separated bike lanes.
41	W Lake Sammamish Pkwy from Southern City Limit to Bel-Red Rd	Minor Arterial	x					Construct a separated bikeway using combination of bike lane and shared-use pathway. Waterline replacement opportunity
42	148th Ave NE from NE 31st St to NE 31st Way	Principal Arterial	x					Construct a shared use pathway.
	NE 28th Ave NE							
43	from 156th Ave NE to Shared-Use Path between Bel-Red Road and NE 28th St	Collector Arterial	x					Remove TWCTL install 2-way separated bike lane on south side.
44	152nd Ave NE from NE Hopper Wy to Da Vinci Ave NE	Collector Arterial	x	x			x	Construct a separated bike lane. Consider transit access along the corridor to improve safety between

Modal Corridor ID	Corridor	Functional Classification	Planned Future Bikeway (Spine Network)	High Frequency Transit Corridor	Primary Freight Route Corridor	Priority Low Stress Crossing	TFP Project	Modal Corridor with Planned Improvements (Bike, Transit, then TFP Projects)
								bikes and buses. Implement 152nd Avenue NE main street from 2600 Crossing to Plaza Street / DaVinci to create a lively and active signature street in the Overlake Village consistent with the Overlake Village Street Design Guidelines. Regional trail minimum 12' wide with 2' graded area
45	SUP between Bel-Red Road and NE 28th St from Bel-Red Rd to NE 28th St	N/A	x					Construct a shared-use pathway by repurposing public ROW right on the COB/COR border. Or, consider widening the existing, narrow, soft surface trail to the west of the Capgeni North America building to provide a connection between the two adjacent bikeways.
46	152nd Ave NE from NE 20th St to NE 24th St	Collector Arterial	x				x	Construct a separated bike lane by removing the landscaped buffer or on-street parking. Consider transit access along the corridor to improve safety between bikes and buses. Implement a multi-modal pedestrian corridor concept on 152nd Avenue NE from NE 20th Street to NE 24st Street to create a lively and active signature street in the Overlake Village consistent with the Overlake Village Street Design Guidelines. Regional trail minimum 12' wide with 2' graded area

Strategy 2: Apply a Safe Systems Approach to the transportation system

The City of Redmond is committed to and invested in the improvement of transportation safety on its streets, sidewalks, trails, and other transportation facilities. Redmond's 2024 Safer Streets Action Plan¹ was developed using the Safe System Approach to identify policies, programs, and projects that will improve safety on Redmond's transportation network. Applying the guiding principles of the Safe System Approach, the City's goal is to eliminate fatal and serious injury crashes. With the adoption of the Safer Streets Action Plan, Redmond is committing to a 50 percent reduction in fatal and serious injury crashes by the end of the year 2030 and is committed to eliminating all fatal and serious injury crashes by the end of the year 2035.

Redmond 2050 Policies that Support Strategy 2:

- **TR-2:** Develop a Vision Zero Action Plan that incorporates a whole-City and whole-community approach to achieving zero deaths and serious injuries.
- **TR-16:** Prioritize the comfort, safety, and convenience of people using pedestrian and bicycle facilities over other users of the transportation system.

Establish standards for bicycle and pedestrian facilities to attract users of all ages and abilities. Prioritize improvements that address safety concerns, connect to centers or transit, create safe routes to school, and improve independent mobility for those who rely disproportionately on the pedestrian and bicycle network.

The USDOT's Safe System Approach is based on the following principles:

1. **Death and serious injuries are unacceptable:** Prioritizing the elimination of crashes that result in death and serious injuries
2. **Humans make mistakes:** Understanding that people will inevitably make mistakes and decisions that can lead or contribute to crashes, but the transportation system can be designed and operated to accommodate certain types and levels of human mistakes, and avoid death and serious injuries when a crash occurs
3. **Humans are vulnerable:** Human bodies have physical limits for tolerating crash forces before death or serious injury occurs; therefore, it is critical to design and operate a transportation system that is human-centric and accommodates physical human vulnerabilities
4. **Responsibility is shared:** All stakeholders are vital to preventing fatalities and serious injuries on roadways
5. **Safety is proactive:** Proactive tools should be used to identify and address safety issues in the transportation system, rather than waiting for crashes to occur and reacting afterwards
6. **Redundancy is crucial:** Reducing risks requires that all parts of the transportation system be strengthened, so that if one part fails, the other parts still protect people

¹ City of Redmond, Safer Streets Action Plan—Draft 2025

Recommended Actions

Action 2A: Design roadway environments using proven safety countermeasures to mitigate human mistakes and account for injury tolerances, to encourage safer behaviors, and to facilitate safe travel by the most vulnerable users.

Action 2B: Promote safer speeds in all roadway environments through a combination of thoughtful, equitable, context-appropriate roadway design, targeted education, outreach campaigns, and enforcement (See Strategy 4)

Action 2C: Wherever possible, separate travel modes moving at different speeds (i.e. pedestrians, bicyclists, and vehicles) or in different directions to minimize conflicts. These separations can occur in space (i.e. sidewalks, separated bike lanes, or dedicated vehicle turn lanes) or in time (i.e. protected pedestrian or bicycle phases at intersections).

Action 2D: Increase the visibility of road users through infrastructure changes such as high-visibility pedestrian crossings, leading pedestrian intervals, and street lighting.

Action 2E: Increase the attentiveness of road users through infrastructure changes such as rumble strips, roundabouts (see Strategy 5) or Rectangular Rapid Flashing Beacons (RRFBs).

Strategy 3: Balance the design and implementation of Complete Streets with emergency response benchmarks.

Redmond's transportation planners and engineers are focused on saving lives and reducing injuries by creating a safe transportation system that minimizes conflicts between different street users and the kinetic forces of vehicles to reduce harm when crashes do occur. Redmond's first responders are focused on saving lives by quickly responding to medical calls, fires, vehicle crashes and other emergencies. The risks that a transportation system can pose to its users, particularly its most vulnerable users such as people walking and biking, must be weighed along with other community risks that may require an emergency response.

In Redmond there is strong public support for "Complete Streets" that allow people to walk, roll, bicycle, and take transit easily, safely, and comfortably. This is achieved through the provision of separated bikeways, sidewalks, shorter street crossings, slower vehicle speeds, less delay to cross the street, and a variety of other street design and operational strategies discussed throughout this Plan. Sometimes these Complete Street elements are seen to be at odds with emergency response time targets, however, there are proven strategies to achieve both safer street designs and fast emergency response times.

The Redmond 2050 Capital Facilities Element calls for appropriately located fire stations in relation to where growth is happening in the city. The Fire Functional Plan (2025-2050) identifies new fire station construction and relocations to meet a 6-minute service coverage benchmark and other identified needs. Service coverage is informed by development patterns and the time it takes for units to arrive on the scene, the latter of which can be impacted by traffic patterns (and time of day) and traffic operations.

Redmond 2050 Policies that Support Strategy 3:

- **TR-8:** Design and build a resilient transportation system. Develop and update incident and disaster prevention and recovery strategies and coordinate them with local and regional partners.

- **TR-25:** Establish and implement standards in the Transportation Master Plan for the design, construction, and operation of streets. Ensure that the standards address modal plans; context-sensitive design; environmental protection; property access; continuity of the street pattern; block size; access management; curb lane use; utilities placement; parking for cars, bicycles, buses, and other vehicles; and the comfort and safety of all users.

Recommended Actions

Action 3A: Use context-appropriate, street-scale compatible emergency response apparatus to meet emergency response time targets using a transportation system that prioritizes the safety and accessibility of people walking, rolling, bicycling, and using transit.

Action 3B: Employ street design and operational strategies to minimize impacts to emergency response times, including:

- Bikeways of sufficient width to accommodate street-scale compatible emergency response apparatus. Use mountable curbs and other strategies at intervals to allow emergency vehicles to easily enter/exit bikeway.
- Setback stop bars at intersections to accommodate lane encroachment of large right-turning vehicles such as fire apparatus, buses, and trucks.
- Parking restrictions and other measures to ensure sufficient space for equipment deployment.
- Avoid certain traffic calming treatments on priority emergency routes or use designs that accommodate the wider axle width and larger turning radius of emergency response apparatus.

Strategy 4: Reduce vehicle operating speeds

There is a direct correlation between vehicle speed and the severity of injury when vehicle crashes occur, particularly for people not travelling inside vehicles, i.e., people walking, biking, and rolling, so called vulnerable road users. Existing posted speeds in Redmond range from 25 mph to 45 mph. As Redmond grows and transitions to a more urban environment that invites more people to walk, bike, and take transit, there is a need to evaluate speeds, determine where speeds should be reduced, and identify what operational and design changes need to be made to get motorists to drive slower.

Redmond 2050 Policies that Support Strategy 4:

- **TR-2:** Develop a Vision Zero Action Plan that incorporates a whole-City and whole-community approach to achieving zero deaths and serious injuries.
- **TR-16:** Prioritize the comfort, safety, and convenience of people using pedestrian and bicycle facilities over other users of the transportation system. Establish standards for bicycle and pedestrian facilities to attract users of all ages and abilities. Prioritize improvements that address safety concerns, connect to centers or transit, create safe routes to school, and improve independent mobility for those who rely disproportionately on the pedestrian and bicycle network.
- **TR-27:** Maintain a traffic control program based on the fundamentals of education, enforcement, and engineering for evaluating and responding to traffic safety and operational concerns. Maintain

standards for maximum desirable traffic speeds and volumes. Apply a hierarchy of traffic control responses based on the severity of the traffic problem.

Recommended Actions

Action 4A: Establish target speeds of 25 to 30 mph for individual arterial and collector streets. A maximum target speed of 35 mph should typically only be applied where there are no land uses or transit services generating walking or biking activity.

Action 4B: Employ a variety of strategies to create self-enforcing streets that lower the speed at which motorists drive (i.e. operating speed). The operating speed can be lowered using a range of interventions including physical traffic calming, channelization, automated and officer enforcement, education, and awareness (e.g., speed feedback signs), and in certain cases, signal timing.

Action 4C: Lower the posted speed on Local Access (neighborhood streets) from 25 mph to 20 mph.

Strategy 5: Apply a roundabout-first approach to intersection operations.

A roundabout is a circular intersection with traffic flowing one-way, counterclockwise, around a central island. Roundabouts are an alternative to a traffic signal or stop-controlled intersection. Roundabouts are a proven safety countermeasure because they substantially reduce crashes that result in serious injury or death.³ Roundabouts promote lower speeds, reduce conflicts, lead to improved operational performance, continue to provide safe traffic operations during power outages, and can be designed to meet a wide range of traffic conditions due to their versatility in size, shape, and design.

The City of Redmond has a Roundabout Design Manual and has implemented several roundabouts, including at NE 31st Street, NE 36th Street, and 152nd Avenue NE, and at two locations along NE 116th Street (at 162nd Avenue NE and 172nd Avenue).

Roundabouts may not be appropriate or feasible in all instances, but due to their many advantages, the City of Redmond (and new development) will first evaluate the feasibility of roundabout construction before considering a stop-or signal-controlled intersection.

Redmond 2050 Policies that Support Strategy 5:

- **TR-3:** Maintain flexibility in the face of technological innovation, changes in mobility patterns, natural disasters, and other sources of uncertainty and disruption.
- **TR-27:** Maintain a traffic control program based on the fundamentals of education, enforcement, and engineering for evaluating and responding to traffic safety and operational concerns. Maintain standards for maximum desirable traffic speeds and volumes. Apply a hierarchy of traffic control responses based on the severity of the traffic problem.

Recommended Actions

Action 5A: Update the Roundabout Design Manual to incorporate current best practice, approved Public Right of Way Accessibility Guidelines, and a prescribed process for evaluating the feasibility and cost-benefit of roundabout versus other traffic control.

Action 5B: Develop a roundabout plan. A first step would be to identify existing signal locations where equipment or geometric upgrades are needed, there are a high number of crashes or other factors that could be mitigated with a roundabout.

Action 5C: For all new development for which a traffic impact analysis would trigger a new signalized or stop-controlled intersection, first evaluate roundabout implementation as the preferred option.

Strategy 6: Apply advanced, but proven, technological solutions to maximize the effectiveness, efficiency, and safety of the transportation system.

Technologies such as high-definition traffic cameras and intelligent transportation systems (ITS) work to improve the efficiency and safety of Redmond's transportation system. Emerging technologies such as vehicle-to-everything (V2X) promise to further enhance road safety and traffic efficiency while reducing pollution and saving energy. Technological solutions will have an increasingly important role to play as Redmond grows and must move more people and goods through a street network that is not growing. More discussion of technology and its role in planning, operating, and maintaining Redmond's transportation system is included in Chapter 12 – Technology Forward (forthcoming).

Redmond 2050 Policies that Support Strategy 6:

- **TR-10:** Implement transportation programs, projects, and services that support the independent mobility of those who cannot or choose not to drive.
- **TR-26:** Use advanced technology to improve system efficiency, disseminate traveler information, and improve data collection for system management.

Recommended Actions

Action 6A: Continue to invest in intelligent transportation systems and asset management systems to improve traffic safety and operations.

Action 6B: Evaluate emerging technologies such as V2X to determine how and when the city should promote deployment.

Strategy 7: Make timely investments to extend the life and performance of the street system.

Neglected infrastructure can impose significant economic burdens on Redmond. Poor road conditions and deteriorating streets reduce productivity by increasing travel times and vehicle maintenance costs. Inadequate infrastructure also leaves communities vulnerable to extreme weather events, potentially causing extensive damage to the natural environment and disrupting local economies. These issues can lead to decreased property values, reduced business investments, and diminished overall economic growth, highlighting the critical importance of proactive infrastructure maintenance. It is imperative to make needed and timely investments in the street network infrastructure to minimize risk and increased costs. More specific maintenance-related discussion, strategies, and actions is included in Chapter 8 - Maintenance and System Preservation (forthcoming).

Redmond 2050 Policies that Support Strategy 7:

- **TR-46:** Develop and maintain a detailed revenue forecast that funds the ongoing maintenance, operation, and delivery of the transportation system at an adequate level of service.
- **TR-47:** Consider a broad spectrum of revenue sources, including but not limited to general fund contributions, impact fees, local improvement districts, transportation benefit districts, street maintenance utility, grants, right-of-way lease fees, developer and other contributions, business taxes, and debt financing.

Recommended Actions

Action 7A: Use outputs from the new Citywide asset management systems to help plan for future capital investments and maintenance activities.

Action 7B: Use the asset management plan and associated data management systems to identify opportunities to bundle street and utility projects to reduce costs and minimize disruption to the transportation system.

Action 7C: Build resilient transportation infrastructure to withstand the effects of climate change.

Strategy 8: Preserve and add green infrastructure within Redmond's street network.

Green infrastructure refers to natural vegetative systems and green technologies that provide economic, environmental, health, and social benefits. Green infrastructure within the street network includes trees, bioswales, bioretention cells, rain gardens, and permeable pavement. Green Infrastructure can provide a wide degree of ecological, social, and economic benefits for Redmond. These benefits include:

- Encouraging a varied and rich natural habitat
- Enhancing stormwater management using natural ecosystem functions and processes
- Contributing to more livable streets through improved aesthetics and urban cooling

Redmond 2050 Policies that Support Strategy 8:

- **TR-13:** Develop a transportation system that minimizes negative health and environmental impacts to all, especially those who have been disproportionately affected by past transportation decisions.
- **TR-39:** Improve surface and groundwater quality by reducing stormwater runoff, minimizing impervious surface area from transportation facilities, providing water quality treatment for transportation facilities, and removing fish barriers.

Recommended Actions

Action 8A: Coordinate street improvements with the *Stormwater and Surface Water System Plan* to identify opportunities for green infrastructure and transportation project integration.

Strategy 9: Preserve and add tree canopy within the public right-of-way

Over 20 percent of Redmond's land area is public rights-of-way, most of which are developed with street infrastructure. Streets often have trees planted adjacent to sidewalks and it is within the City's development code to ensure that this is the case for all new street construction. Street trees offer many

benefits from a transportation perspective, including encouraging motorists to drive slower, providing shade for people walking, and can even reduce maintenance costs by keeping street surfaces cooler and reducing temperature fluctuations. They also provide environmental benefits such as stormwater intercept and uptake, carbon sequestration, and reducing urban heat island effect. Lastly, there are numerous other community benefits that trees offer from increased property values to lower energy bills to noise abatement.

Many mature trees in Redmond that were planted decades ago would now be considered the “wrong” species for the street environment due to their growth characteristics and structural integrity. Furthermore, many trees were planted in native soils not conducive to healthy tree growth in the constrained conditions typical of the street environment. As a result, these trees have caused sidewalk upheavals that contribute to inaccessible sidewalks, as well as damaged street and utility infrastructure. In some cases, large tree species were planted too close to intersections causing visual obstructions and requiring a high level of maintenance to maintain safety.

Redmond 2050 Policies that Support Strategy 9:

- **NE-78:** Enhance green space, tree canopy, habitat quality, and natural drainage systems.
- **NE-79:** Increase Redmond's tree canopy to 40% of city's land area by 2050.
- **NE-81:** Design and construct City capital projects to maximize tree canopy.
- **NE-84:** Require street trees along all arterial streets and along local streets designated in neighborhood policies. Select, place, and install street trees to maximize tree life, provide shade to sidewalk users, and reduce safety hazards.
- **NE-86:** Maintain and enhance a street tree maintenance program on arterial streets and City-owned trees.

Recommended Actions

Action 9A: Assess the full value of street trees within the public right-of-way using available valuation tools such as i-Tree.

Action 9B: Adopt a street tree preservation policy and formal evaluation process for all capital projects and development projects where there are mature street trees that requires an evaluation of the full street tree value versus the cost of preserving the tree in place or potentially relocating the tree.

Action 9C: Evaluate purchase of tree moving equipment and training or hiring of staff to facilitate tree relocation as an option when preserving trees in place significantly increases the cost of an infrastructure project.

Action 9D: Evaluate the use of rubber pavers or other adaptable surfaces around trees as a flexible solution for maintaining accessibility while promoting mature tree health.

Action 9E: Bring street trees into the asset management system.

ATTACHMENT F

Conflict of Interest Clause

A. General Requirements

The Subrecipient shall maintain written standards of conduct covering conflicts of interest. These standards must apply to the performance of employees engaged in the selection, award, and administration of contracts supported by a federal award. No employee, officer, or agent of the Subrecipient shall participate in the selection, award, or administration of a contract supported by federal funds if a real or apparent conflict of interest would be involved.

A conflict of interest arises when any of the following has a financial or other interest in or a tangible personal benefit from a firm considered for a contract:

- The employee, officer, or agent.
- Any member of the employee's immediate family.
- The employee's partner.
- An organization which employs or is about to employ any of the parties listed above.

The Subrecipient's officers, employees, and agents must neither solicit nor accept gratuities, favors, or anything of monetary value from contractors or parties to subcontracts. However, where the Subrecipient has determined that the financial interest is not substantial or the gift is an unsolicited item of nominal value, the Subrecipient may provide for exceptions to this rule in its conflict-of-interest policy.

B. Mandatory Disclosure

The Subrecipient must disclose in writing any potential or actual conflict of interest to the Pass-through Entity (PTE) in accordance with applicable federal laws and regulations. Additionally, any violation of federal criminal law involving fraud, bribery, or gratuity violations potentially affecting the federal award must also be disclosed.

Failure to disclose conflicts of interest or criminal violations could result in termination of the agreement, disallowance of costs, or other remedies in accordance with 2 CFR 200.339.

C. Remedial Actions

If a conflict of interest is discovered during the course of the agreement, the Subrecipient agrees to take immediate steps to resolve the conflict, including, but not limited to:

- Disqualification of the employee, officer, or agent involved in the conflict from further participation in the contract or award process.
- Possible termination of the contract or subcontract in question.
- Additional internal controls or oversight to prevent future conflicts.

D. Organizational Conflicts

In addition to the personal conflicts of interest listed above, the Subrecipient shall also avoid any organizational conflicts of interest. An organizational conflict of interest means that because of relationships with a parent company, affiliate, or subsidiary organization, the Subrecipient is unable or appears to be unable to be impartial in conducting a federal award action.

Conflict of Interest Disclosure Form

Federal Grant Program Information

- **Federal Awarding Agency:** FTA
- **Pass-through Entity (PTE):** King County Metro
- **Subrecipient Name:** City of Redmond
- **Federal Award Identification Number (FAIN):** WA-2020-087-00
- **Grant/Contract Name:** TDM Corridor Strategies Supporting Centers, and Regional Park-and-Ride TDM Activities and Access Improvements/2023-2024 City of Redmond Transportation Demand Management Agreement

Subrecipient Information

- **Name of Employee/Officer/Agent Disclosing Conflict:** LaNaya Taylor
- **Position/Title:** Program Administrator
- **Phone Number:** 425-556-2482
- **Email Address:** LTaylor@redmond.gov

Section 1: Disclosure of Potential Conflict of Interest

Please check the appropriate box that applies to your situation:

☒ I hereby declare that, to the best of my knowledge, I have no conflicts of interest to report in relation to my participation in this federal award.

☐ I hereby declare that I, or an immediate family member, or an organization with which I have a personal or financial relationship, may have a potential or actual conflict of interest in relation to my participation in this federal award.

Section 2: Nature of Potential or Actual Conflict of Interest

If you have a potential or actual conflict of interest, please provide details below. Include the names of individuals and/or organizations involved, the nature of the conflict, and any financial or personal interest that may be affected by your role in this federal grant or contract.

- **Details of the Conflict:**
- **Names of Individuals/Organizations Involved:**
- **Relationship to Employee/Officer/Agent:**

