

City of Redmond



Agenda

Business Meeting

Tuesday, July 15, 2025

7:00 PM

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

City Council

Mayor

Angela Birney

Councilmembers

Vanessa Kritzer, President

Jessica Forsythe, Vice President

Jeralene Anderson

Steve Fields

Angie Nuevacamina

Osman Salahuddin

Melissa Stuart

REDMOND CITY COUNCIL

AGENDA SECTION TITLE REFERENCE GUIDE

Items From The Audience provides an opportunity for community members to address the Council regarding any issue. Speakers must sign their intention to speak on a sheet located at the entrance of the Council Chamber, and limit comments to **three minutes**.

The **Consent Agenda** consists of routine items for which a staff recommendation has been prepared, and which do not require further Council discussion. A council member may ask questions about an item before the vote is taken, or request that an item be removed from the Consent Agenda and placed on the regular agenda for more detailed discussion. A single vote is taken to approve all items remaining on the Consent Agenda.

Public Hearings are held to receive public comment on important issues and/or issues requiring a public hearing by state statute. Community members wishing to comment will follow the same procedure as for 'Items from the Audience', and may speak after being recognized by the Mayor. After all persons have spoken, the hearing is closed to public comment. The Council then proceeds with its deliberation and decision making.

Staff Reports are presented to the Council by city staff on issues of interest to the Council which do not require Council action.

The **Ombudsperson Report** is made by the Councilmember who is serving as ombudsperson. The ombudsperson designation rotates among Council members on a monthly basis. She/he is charged with assisting community members in resolving issues with city services. The current ombudsperson is listed on the City Council webpage at www.redmond.gov/189/city-council.

The **Council Committees** are created to advise the Council as a whole. They consider, review, and make recommendations to the Council on policy matters in their work programs, as well as issues referred to them by the Council.

Unfinished Business consists of business or subjects returning to the Council for additional discussion or resolution.

New Business consists of subjects which have not previously been considered by Council and which may require discussion and action.

Ordinances are legislative acts or local laws. They are the most permanent and binding form of Council action and may be changed or repealed only by a subsequent ordinance. Ordinances normally become effective five days after they are published in the City's official newspaper.

Resolutions are adopted to express Council policy or to direct certain types of administrative action. A resolution may be changed by adoption of a subsequent resolution.

Quasi-Judicial proceedings are either closed record hearings (each side receiving ten minutes maximum to speak) or public hearings (each speaker allotted three minutes each to speak). Proceedings are those in which the City Council determines the rights or privileges of specific parties (Council Rules of Procedure, Section IV., J).

Executive Sessions - all regular and special meetings of the City Council are open to the public except for executive sessions at which subjects such as national security, property acquisition, contract bid negotiations, personnel issues and litigation are discussed.

Redmond City Council Agendas, Meeting Videos, and Minutes are available on the City's Web Site:

<https://redmond.legistar.com/>

FOR ASSISTANCE AT COUNCIL MEETINGS FOR THE HEARING OR VISUALLY IMPAIRED:

Please contact the City Clerk's office at (425) 556-2194 one week in advance of the meeting.

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

I. SPECIAL ORDERS OF THE DAY

- A. PRESENTATION: Puget Sound Regional Council VISION 2050 Award

II. ITEMS FROM THE AUDIENCE

Members of the public may address the City Council for a maximum of three minutes per person. Please use the speaker sign-up sheet located at the entry of the City Hall Council Chambers available from 6:30 - 7 p.m. on the day of the meeting.

In the event of difficulty attending a meeting in person, please contact the City Clerk (cityclerk@redmond.gov) by 2 p.m. on the day of the meeting to provide written public comment (400-word limit - please label your comment as "Items from the Audience") or for the remote comment registration form.

III. CONSENT AGENDA

A. Consent Agenda

1. Approval of the Minutes: July 1, 2025, Regular Meeting (recordings are available at Redmond.gov/rctv)

[Regular Meeting Minutes for July 1, 2025](#)

2. Approval of Payroll/Direct Deposit and Claims Checks

[Council Payroll Approval Register, June 30, 2025](#)

[Payroll Approval Register, July 10, 2025](#)

[Check Approval Register, July 15, 2025](#)

3. [AM No. 25-102](#) Award Construction Contract to A1 Landscaping of Snohomish, WA, in the Amount of \$2,739,391, for the Bel-Red Buffered Bike Lanes Project

Department: Public Works

[Attachment A: Project Information Sheet](#)

[Attachment B: Additional Project Information](#)

Legislative History

7/1/25 Committee of the Whole - referred to the City Council
Planning and Public Works

4. [AM No. 25-103](#) Approval of a Consultant Agreement with Walker Consultants, in the Amount of \$114,990, for the Curbside Management Plan Project

Department: Public Works

[Attachment A: Consulting Services Agreement](#)

Legislative History

7/1/25 Committee of the Whole - referred to the City Council
Planning and Public Works

5. [AM No. 25-104](#) Award Construction Contract to Always Active Services, LLC of Snohomish, WA, in the Amount of \$364,458, for the Meadow Park Sport Court Replacement Project

Department: Public Works/Parks and Recreation

[Attachment A: Project Information Sheet](#)

[Attachment B: Additional Project Information](#)

Legislative History

7/1/25 Committee of the Whole - referred to the City Council
Planning and Public Works

6. [AM No. 25-105](#) Approval of an Amendment to the King County Memorandum of Understanding for the Opioid Abatement Council (OAC)

Department: Executive

[Attachment A: Redlined King County Opioid Abatement Council MOU](#)

[Attachment B: Final King County Opioid Abatement Council MOU](#)

Legislative History

7/8/25 Committee of the Whole - referred to the City Council
Finance, Administration,
and Communications

7. [AM No. 25-106](#) Approval of Reappointments to Community Facilities District (CFD) 2014-01 Board of Supervisors

Department: Finance

[Attachment A: Board of Supervisors Appointment and Reappointment History](#)

8. [AM No. 25-107](#) Amendment of Resolution 1604, Section 1.6) Bidding Thresholds and Authority, for Purchases of Public Works, and Section 2) Small Works Roster

a. Resolution No. 1608: A Resolution of the City Council of the City of Redmond, Washington, Amending Resolution No. 1604, Section 1.6) Bidding Thresholds and Authority, for Purchases of Public Works, and Section 2) Small Works Roster, and Establishing an Effective Date

Department: Finance

[Attachment A: Resolution](#)

[Attachment B: Redlined Version of Bidding and Signing Approval Levels](#)

Legislative History

7/8/25	Committee of the Whole - Finance, Administration, and Communications	referred to the City Council
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9. [AM No. 25-108](#) Adoption of an Ordinance for the 2025-2026 Budget Adjustment #2

a. Ordinance No. 3224: An Ordinance of the City Council of the City of Redmond, Washington, Amending Ordinance No. 3196 and 3215, by Making Adjustments to the City's 2025-2026 Biennial Budget, in Exhibit 1

Department: Finance

[Attachment A: Ordinance](#)

[Attachment B: Summary of 2025-2026 Budget Adjustment #2](#)

Legislative History

7/8/25	Committee of the Whole - Finance, Administration, and Communications	referred to the City Council
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B. Items Removed from the Consent Agenda

IV. HEARINGS AND REPORTS

A. Public Hearings

B. Reports

1. Staff Reports

- a. [AM No. 25-109](#) Capital Investment Program (CIP) Project Updates - Q2 2025 ..

Department: Public Works

[Attachment A: Draft 2025 CIP Quarter 2 Projects Update](#)

[Attachment B: Projects List - Council Handout](#)

[Attachment C: Council Issues Matrix](#)

Legislative History

7/1/25 Committee of the Whole - referred to the City Council
Planning and Public Works

- b. [AM No. 25-110](#) Progressive Design-Build (PDB) Process for Maintenance and Operations Center (MOC) - Campus Redevelopment Project

Department: Public Works

[Attachment A: Project Information Sheet](#)

[Attachment B: Presentation](#)

2. Ombudsperson Report

June: Councilmember Stuart

July: Councilmember Anderson

3. Committee Reports**V. UNFINISHED BUSINESS****VI. NEW BUSINESS****VII. EXECUTIVE SESSION**

- A. To Consider the Selection of a Site or the Acquisition of Real Estate by Lease or Purchase RCW 42.30.110(1)(b) - 20 minutes
- B. To Evaluate the Qualifications of an Applicant for Public Employment (RCW 42.30.110(1)(g)) - 20 mins
- C. Labor Negotiations [RCW 42.30.140(4)(b)] - 20 minutes

VIII. 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



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 7/15/2025
Meeting of: City Council
Day

File No. SPC 25-054
Type: Special Orders of the

PRESENTATION: Puget Sound Regional Council VISION 2050 Award



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. SPC 25-055
Type: Minutes

Approval of the Minutes: July 1, 2025, Regular Meeting (recordings are available at Redmond.gov/rctv)

CALL TO ORDER

A Regular Meeting of the Redmond City Council was called to order by Mayor Angela Birney at 7 p.m. The meeting was held in the Redmond City Hall Council Chambers.

ROLL CALL AND ESTABLISHMENT OF A QUORUM

Present: Councilmembers Anderson, Fields, Forsythe, Kritzer, Nuevacamina, Salahuddin and Stuart

Absent: None

SPECIAL ORDERS OF THE DAY:

1. PRESENTATION: The State of Healthcare from EvergreenHealth

Chris Bredeson, EvergreenHealth's Chief Operating and Strategy Officer provided a presentation to the Council and responded to Councilmember inquiries.

2. PROCLAMATION: Parks and Recreation Month

Mayor Birney read the proclamation into the record and presented it to the Arts and Culture Commission.

ITEMS FROM THE AUDIENCE

Mayor Birney opened Items from the Audience at this time. The following persons spoke:

- Alex Tsimerman - speaking at public meetings;

MOTION: Councilmember Stuart moved to remove Alex Tsimerman from attendance at Council meetings for 180 days. The motion was seconded by Councilmember Nuevacamina.

VOTE: The motion to remove Alex Tsimerman from attendance at Council meetings for 180 days passed, (5-2), with Councilmembers Forsythe, Kritzer, Nuevacamina, Salahuddin and Stuart in support, and Councilmembers Anderson and Fields in opposition.

- Chester Anderson, Sasha Glenn, Onyx Griffiths, Connor Graham, Wolfe Adriatico, and Noah Radford - Old Firehouse Teen Center and youth services;
- Erin Hamilton - issues with reporting hate crimes;
- Bob Yoder - EvergreenHealth and a long-term care program;
- David Morton - activities to achieve communitywide carbon neutrality by 2050; and
- Joe Kunzler - enforcing public comment rules.

CONSENT AGENDA

MOTION: Councilmember Stuart moved to approve the Consent Agenda. The motion was seconded by Councilmember Nuevacamina.

VOTE: The motion to approve the Consent Agenda passed without objection (7-0).

1. Approval of the Minutes: June 17, 2025, Regular Meeting

2. Approval of Payroll/Direct Deposit and Claims Checks

#188716 through #188728

#187321 through #188116

#1854 through #1858

\$4,816,932.24

#12219 through #12452

\$6,937,432.00

ITEMS REMOVED FROM THE CONSENT AGENDA: NONE

HEARINGS AND REPORTS

Ombudsperson Reports:

Councilmember Stuart reported receiving resident contacts regarding: noise complaints; mental health crisis; parking enforcement; YMCA early learning center; waterfront regulations; restaurant/businesses grand openings; Council action in Redmond, Oregon; local options for buying senior Orca cards; filing a police report;

Councilmember Anderson reported receiving resident contacts regarding: Fireworks ban in Redmond, Oregon.

Councilmember Fields reported receiving resident contacts regarding: policy reform, field improvement and field access; Old Firehouse Teen Center; and the subcommittee.

MOTION: Councilmember Fields moved to create a Council subcommittee dedicated to serve to organize a stakeholder group to improve transparency and community engagement on the Redmond Old Firehouse within the two weeks. The motion was seconded by Councilmember Anderson.

VOTE: The motion to create the Council subcommittee passed without objection (7-0).

Councilmember Kritzer reported receiving resident contacts regarding: Derby Days; reaching out to community-based organizations; and ombuds response language.

Committee Reports:

Councilmember Stuart provided committee reports:

- Committee of the Whole - Planning and Public Works;
- Association of Washington Cities conference;
- Sound Cities Association Public Issues Committee; and
- National League of Cities.

Councilmember Kritzer provided committee reports:

- Sound Cities Association Board Meeting; and
- Puget Sound Regional Board.

Mayor Birney spoke regarding the United States Conference of Mayors; won a climate award; Association of Washington Cities conference; and Jurassic Parliament.

UNFINISHED BUSINESS: NONE

NEW BUSINESS: NONE

EXECUTIVE SESSION:

- A. To Evaluate the Qualifications of an Applicant for Public Employment (RCW 42.30.110(1)(g)) - 25 mins

Mayor Birney announced the Council will now leave the meeting and go into Executive Session to discuss Labor Negotiations [RCW 42.30.140(4)(b)] for 20 minutes. Per state law, public attendance is not allowed. Action will not take place following the Executive Session.

Executive Session convened at 8:50 p.m., and ended at 9:15 p.m.

ADJOURNMENT

There being no further business to come before the Council the regular meeting adjourned at 9:15 p.m.

ANGELA BIRNEY, MAYOR

CITY CLERK

Minutes Approved: July 15, 2025



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. SPC 25-056
Type: Check Register

Approval of Payroll/Direct Deposit and Claims Checks

City of Redmond
Payroll Check Approval Register
Pay period: 6/1 - 6-30/2025
Check Date: 6/30/2025

Check Total:	\$	2,179.32
Direct Deposit Total:	\$	11,110.53
Wires & Electronic Funds Transfers:	\$	4,623.80
Grand Total:	\$	17,913.65

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.


All Checks numbered **188729** through **188729** ,
Direct deposits numbered **188117** through **188123** , and
Electronic Fund transfers **1859** through **1859**
are approved for payment in the amount of **\$17,913.65**
on this **15 day of July 2025**.

Note:

City of Redmond
Payroll Final Check List
Pay period: 6/1 - 6-30/2025
Check Date: 6/30/2025

Total Checks and Direct deposit:	\$	14,405.45
Wire Wilmington Trust RICS (MEBT):	\$	3,508.20
Grand Total:	\$	17,913.65

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits presented are true and correct to the best of my knowledge.

Signed by:

7C0092BCC9C549B

Human Resources Director, City of Redmond
Redmond, Washington

City of Redmond
Payroll Check Approval Register
Pay period: 6/16 - 6/30/2025
Check Date: 7/10/2025

Check Total:	\$ 81,726.24
Direct Deposit Total:	\$ 2,871,590.95
Wires & Electronic Funds Transfers:	\$ 1,820,503.22
Grand Total:	<u>\$ 4,773,820.41</u>

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.

All Checks numbered **188730** through **188742** ,
Direct deposits numbered **188124** through **188932** , and
Electronic Fund transfers **1860** through **1864**
are approved for payment in the amount of **\$4,773,820.41**
on this **15 day of July 2025**.

Note:

Check # 188715 - check reprint - Chelsea Bates

City of Redmond
Payroll Final Check List
Pay period: 6/16 - 6/30/2025
Check Date: 7/10/2025

Total Checks and Direct deposit:	\$ 4,235,493.65
Wire Wilmington Trust RICS (MEBT):	\$ 538,326.76
Grand Total:	<u>\$ 4,773,820.41</u>

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits presented are true and correct to the best of my knowledge.

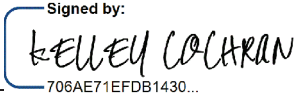
Signed by:

7C0002BCC9C549B...

Human Resources Director, City of Redmond
Redmond, Washington

I, Finance Director, do hereby certify to the City Council, that the checks for the month of July 2025 are true and correct to the best of my knowledge.

Signed by:


706AE71EFDB1430...

Kelley Cochran, Finance Director
City of Redmond
Redmond, Washington

We, the undersigned Councilmembers, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim. All checks numbered 12453 through 12744, and Wire Transfers are approved for payment in the amount of \$7,430,983.69. This 15th day of July 2025.



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-102
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

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

Public Works	Aaron Noble	Project Manager
Planning and Community Development	Micah Ross	Senior Engineer
Public Works	Steve Gibbs	Capital Projects Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Award Construction Contract to A1 Landscaping of Snohomish, WA, in the Amount of \$2,739,391, for the Bel-Red Buffered Bike Lanes Project

OVERVIEW STATEMENT:

Public Works is requesting to award the construction contract for the Bel-Red Buffered Bike Lanes Project, Project No. 2329, to A1 Landscaping in the amount of \$2,739,391.

This project will add buffered bike lanes along Bel-Red Road from NE 30th St to West Lake Sammamish Parkway. This project will also make 22 curb ramps ADA compliant, replace the sidewalk, overlay the roadway, and make improvements to the traffic signals.

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

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Transportation Master Plan
- **Required:**
Council approval is required to award 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 July 15, 2025, Council business meeting.

OUTCOMES:

Improved pedestrian and bicycle access to Overlake Village, the Microsoft Campus and Light Rail. If approved, construction will begin before August and paving will be completed this year.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
 - September 2024 - Door Hangers
 - February 2025 - Mailers were delivered
 - July 2025 - Traffic Alerts and project signs
 - Email newsletter and social media to alert commuters will be timed to approximately one week prior to traffic revisions.
- **Outreach Methods and Results:**
 - Direct communication with adjacent property owners via postcard
 - Flyers, posters, and social media posts
 - Webpage updates including FAQs
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
\$2,739,391

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):
Business Tax, Impact Fees, Stormwater CIP, TIB Grant

Budget/Funding Constraints:
N/A

☒ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/1/2025	Committee of the Whole - Planning and Public Works	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:
N/A

ANTICIPATED RESULT IF NOT APPROVED:

Award of bid must occur within 45 days of the bid opening (May 29,2024) or the contractor may withdraw their bid.

ATTACHMENTS:

Attachment A: Project Information Sheet
Attachment B: Additional Project Information



CIP Project Information Sheet

Project Name: Bel-Red Road Buffered Bike Lanes (30th Street to WLSP)

Project Status: Existing - Revised

Functional Area(s): Transportation

Relevant Plan(s): Transportation Master Plan

Neighborhood: Overlake

Time Frame: 2023-2025

Budget Priority: Vibrant and Connected

Citywide Rank: 28

Functional Area Priority: High

Location: Bel-Red Road at NE 30th Street to WLSP

Description:

Reconfigure Bel-Red Rd to repurpose one uphill lane into buffered bicycle lanes from WLSP to NE 30th St.

Anticipated Outcomes: **Primary:** Upgrade/Enhancement **Secondary:** Safety

Improved pedestrian and bicycle access to Overlake Village Light Rail Station and to Overlake Village.

Request: **Primary Reason(s):** Budget Process, Schedule Change

Project schedule moved up because Bel-Red identified as key bike connection to improve access to light rail service in Overlake. This project is also being modified to extend the limits of the project north to WLSP and account for TIB grant funding (\$650,000)

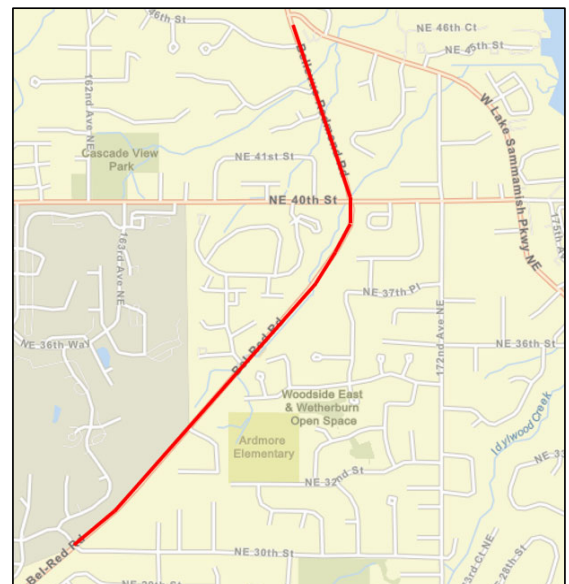
Budget:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Original Budget	\$22,762	\$273,143	\$1,499,555						\$1,795,460
Approved Changes	\$1,873,862	\$1,676,095	-\$1,499,555						\$2,050,402
Current Approved Budget	\$1,896,624	\$1,949,238							\$3,845,862
Proposed New Budget	\$2,782,744	\$2,418,460							\$5,201,204
Proposed changes due to	X Scope Change	X Schedule Change	X Budget Change						

Project Phasing:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Preliminary Design (0-30%)	\$296,658								\$296,658
Right of Way	\$38,068								\$38,068
Design (31-100%)	\$704,432								\$704,432
Construction	\$1,743,586	\$1,561,116							\$3,304,702
Contingency		\$857,344							\$857,344
Total	\$2,782,744	\$2,418,460							\$5,201,204

Estimated M&O Impacts:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Cost				\$3,000	\$3,000	\$3,000	\$3,000	ongoing	\$12,000

Explanation: Impacts include sweeping, curb repairs, painting, markings, signage. In-street operations may require additional flagging.

Proposed Funding Sources:	Prior	2025-2030	Future	Total
Business Tax	\$749,412	\$939,680		\$1,689,091
Impact Fees	\$749,411	\$939,680		\$1,689,090
Stormwater CIP	\$633,922	\$539,101		\$1,173,023
TIB Grant	\$650,000			\$650,000
Total	\$2,782,744	\$2,418,460		\$5,201,204



Attachment B – Additional Project Information

Bel-Red Buffered Bike Lanes

Project Discussion

The project will be constrained within the existing ROW and within the existing curb to curb width. Work will primarily be to re-channelize the existing roadway along with appropriate ADA ramp upgrades. A pavement grind and overlay is planned for the entire street between WLSP and NE 40th Street due to poor existing pavement conditions.

This project is awarded based only on the costs for Schedule A of the project. Schedule B is an optional additive that is entirely within the City of Bellevue. A1 Landscaping's pricing for Schedule B is higher than what would be allowed by the project budget. It is not recommended that Schedule B be awarded. It may be possible to add in all, or portions of, schedule B by Change Order during construction if found to be in the best interests of the City.

Project-Related Community/Stakeholder Outreach

Project will be included on the City website. Traffic Alerts will be sent through the City's electronic notification system.

Door hangers were given to residents in September 2024.

Mailers were sent out to nearby residents in February 2025.

Bid Results

The project was advertised in the *Daily Journal of Commerce* and *The Seattle Times* on May 14, 2025 and May 21, 2025. Bids were received and opened on May 29, 2025. The City received five bids; four of which are summarized below, one bid was non-responsive.

Bidder	Bidder Location	Bid Amount
A1 Landscaping and Construction, Inc	Snohomish	\$2,739,391
Kamins Construction, Inc		\$2,746,349
Marshbank Construction, Inc		\$2,820,701
Active Construction, Inc		\$2,842,717
Engineer's Estimate		\$2,748,195

All bidders' unit prices, extensions, and additions have been checked for accuracy and unbalanced bid items. The contractor's references were checked and found to be acceptable. Staff recommends awarding contract to A1 Landscaping Construction, Inc.

Fiscal Information

Current Project Budget

Business Tax	\$1,689,091
Impact Fees	\$1,689,090
Stormwater CIP	\$1,173.023
TIB Grant	\$650,00
Total Funding	\$5,201,204

Estimated Project Costs

Preliminary Design	\$0.00
Design	\$867,223
Right of Way	\$96,055
Construction	\$3,199,618
Contingency	\$424,683
Total Estimated Project Cost	\$4,482,858

Budget Difference **\$718,346**

Previous Project-Related Council Touches

Date	Meeting	Action
July 7, 2024	Council Meeting	Approve Consultant Agreement



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-103
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

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

Public Works	Isabel Diaz	Senior Traffic Engineer
Public Works	Paul Cho	Traffic Engineering Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Approval of a Consultant Agreement with Walker Consultants, in the Amount of \$114,990, for the Curbside Management Plan Project

OVERVIEW STATEMENT:

Public Works is requesting to award a consultant agreement with Walker Consultants in the amount of \$114,990 for the development of a curbside management system for the three Redmond Urban Centers: Downtown, Overlake, and Marymoor. This plan will include an assessment of existing infrastructure and engage stakeholders to develop a curb prioritization framework to effectively manage the use of curb space within the urban centers.

This effort will review data collected as part of the Parking Study led by Planning Department and will consider strategies identified in the study. While the Parking Study is focused on parking supply, demand, and land use considerations, the Curbside Management Plan will analyze the broader impacts on traffic operations and how curb use affects transit, commercial loading, ridesharing, micromobility, and general traffic flow. This ensures that curbside strategies are aligned with overall mobility and operational goals.

The Request for Qualifications (RPQ) was advertised in February 2025. Walker Consultants was determined to be the most qualified firm based on their understanding of the project scope and experience developing and implementing curb management plans.

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

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Transportation Master Plan
- **Required:**
Council approval is required to award services agreements that exceed \$50,000 (2018 City Resolution 1503).
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The plan will develop a curb prioritization framework and document findings and recommendations on a report. Approving this agreement keeps the City on the path to completing the Curbside Management Plan, to effectively manage the use of public curb space within the City's urban centers.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**
To be completed within 11 months from contract signing.
- **Outreach Methods and Results:**
Stakeholder surveys and meetings, door-to-door engagement with businesses in the urban centers.
- **Feedback Summary:**
N/A

BUDGET IMPACT:

Total Cost:
\$114,990

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

Budget Offer Number:
\$100,000 from 2025-2026 approved budget

Budget Priority:
Safe and Resilient

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

If yes, explain:

Additional funds to cover the additional costs of \$14,990 have been identified in the Traffic Operations operating budget.

Funding source(s):
General Fund Surplus

Budget/Funding Constraints:

N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/1/2025	Committee of the Whole - Planning and Public Works	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

Not approving the agreement would delay timeline for completion of the plan, currently anticipated for Summer 2026.

ATTACHMENTS:

Attachment A: Walker Consultant Agreement

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PROJECT TITLE	EXHIBITS (List all attached exhibits - Scope of Work, Work Schedule, Payment Schedule, Renewal Options, etc.)
CONTRACTOR	CITY OF REDMOND PROJECT ADMINISTRATOR (Name, address, phone #) City of Redmond
CONTRACTOR'S CONTACT INFORMATION (Name, address, phone #)	BUDGET OR FUNDING SOURCE
CONTRACT COMPLETION DATE	MAXIMUM AMOUNT PAYABLE

THIS AGREEMENT is entered into on _____, 20__ between the City of Redmond, Washington, hereinafter called "the CITY", and the above person, firm or organization, hereinafter called "the CONSULTANT".

WHEREAS, the CITY desires to accomplish the above-referenced project; and

WHEREAS, the CITY does not have sufficient staff or expertise to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary services for the project; and

WHEREAS, the CONSULTANT has represented to the CITY that the CONSULTANT is in compliance with the professional registration statutes of the State of Washington, if applicable, and has signified a willingness to furnish consulting services to the CITY, now, therefore,

IN CONSIDERATION OF the terms and conditions set forth below, or attached and incorporated and made a part hereof, the parties agree as follows:

1. Retention of Consultant - Scope of Work. The CITY hereby retains the CONSULTANT to provide professional services as defined in this agreement and as necessary to accomplish the scope of work attached hereto as Exhibit A and incorporated herein by this reference as if set forth in full. The CONSULTANT shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this agreement.

2. Completion of Work. The CONSULTANT shall not begin any work under the terms of this agreement until authorized in writing by the CITY. The CONSULTANT shall complete all work required by this agreement according to the schedule attached as Exhibit B and incorporated herein by this reference as if set forth in full. A failure to complete the work according to the attached schedule, except where such failure is due to circumstances beyond the control of the CONSULTANT, shall be deemed a breach of this agreement. The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the CITY, in the event of a delay attributable to the CITY, or because of unavoidable delays caused by circumstances beyond the control of the CONSULTANT. All such extensions shall be in writing and shall be executed by both parties.

3. Payment. The CONSULTANT shall be paid by the CITY for satisfactorily completed work and services satisfactorily rendered under this agreement as provided in Exhibit C, attached hereto and incorporated herein by this reference as if set forth in full. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in the Scope of Work attached. The CONSULTANT shall be entitled to invoice

the CITY no more frequently than once per month during the course of the completion of work and services by the CONSULTANT. Invoices shall detail the work performed or services rendered, the time involved (if compensation is based on an hourly rate) and the amount to be paid. The CITY shall pay all such invoices within 30 days of submittal, unless the CITY gives notice that the invoice is in dispute. In no event shall the total of all invoices paid exceed the maximum amount payable set forth above, if any, and the CONSULTANT agrees to perform all services contemplated by this agreement for no more than said maximum amount.

4. Changes in Work. The CONSULTANT shall make such changes and revisions in the complete work provided by this agreement as may be necessary to correct errors made by the CONSULTANT and appearing therein when required to do so by the CITY. The CONSULTANT shall make such corrective changes and revisions without additional compensation from the CITY. Should the CITY find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the CITY. This work shall be considered as Extra Work and will be paid for as provided in Section 5.

5. Extra Work.

A. The CITY may, at any time, by written order, make changes within the general scope of the agreement in the services to be performed. 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 work or services under this agreement, whether or not changed by the order, or otherwise affects any other terms or conditions of the agreement, the CITY 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 the agreement accordingly.

B. The CONSULTANT must submit any "proposal for adjustment" under this clause within 30 days from the date of receipt of the written order to make changes. However, if the CITY decides that the facts justify it, the CITY may receive and act upon a proposal submitted before final payment of the agreement.

C. Failure to agree to any adjustment shall be a dispute under the Disputes clause of this agreement, as provided in Section 13. Notwithstanding any such dispute, the CONSULTANT shall proceed with the agreement as changed.

D. Notwithstanding any other provision in this section, the maximum amount payable for this agreement shall not be increased or considered to be increased except by specific written amendment of this agreement.

6. **Ownership of Work Product.** Any and all documents, drawings, reports, and other work product produced by the CONSULTANT under this agreement shall become the property of the CITY upon payment of the CONSULTANT'S fees and charges therefore. The CITY shall have the complete right to use and re-use such work product in any manner deemed appropriate by the CITY, provided, that use on any project other than that for which the work product is prepared shall be at the CITY'S risk unless such use is agreed to by the CONSULTANT.

7. **Independent Contractor.** The CONSULTANT is an independent contractor for the performance of services under this agreement. The CITY shall not be liable for, nor obligated to pay to the CONSULTANT, or any employee of the CONSULTANT, sick leave, vacation pay, overtime or any other benefit applicable to employees of the CITY, nor to pay or deduct any social security, income tax, or other tax from the payments made to the CONSULTANT which may arise as an incident of the CONSULTANT performing services for the CITY. The CITY shall not be obligated to pay industrial insurance for the services rendered by the CONSULTANT.

8. **Indemnity.** The CONSULTANT agrees to hold harmless, indemnify and defend the CITY, its officers, agents, and employees, from and against any and all claims, losses, or liability, for injuries, sickness or death of persons, including employees of the CONSULTANT, or damage to property, arising out of any willful misconduct or negligent act, error, or omission of the CONSULTANT, its officers, agents, subconsultants or employees, in connection with the services required by this agreement, provided, however, that:

A. The CONSULTANT's obligations to indemnify, defend and hold harmless shall not extend to injuries, sickness, death or damage caused by or resulting from the sole willful misconduct or sole negligence of the CITY, its officers, agents or employees; and

B. The CONSULTANT's obligations to indemnify, defend and hold harmless for injuries, sickness, death or damage caused by or resulting from the concurrent negligence or willful misconduct of the CONSULTANT and the CITY, or of the CONSULTANT and a third party other than an officer, agent, subconsultant or employee of the CONSULTANT, shall apply only to the extent of the negligence or willful misconduct of the CONSULTANT.

9. **Insurance.** The CONSULTANT shall provide the following minimum insurance coverages:

A. Worker's compensation and employer's liability insurance as required by the State of Washington;

B. General public liability and property damage insurance in an amount not less than a combined single limit of two million dollars (\$2,000,000) for bodily injury, including death, and property damage per occurrence.

C. Professional liability insurance, if commercially available in CONSULTANT's field of expertise, in the amount of two million dollars (\$2,000,000) or more against claims arising out of work provided for in this agreement.

The amounts listed above are the minimum deemed necessary by the CITY to protect the CITY'S interests in this matter. The CITY has made no recommendation to the CONSULTANT as to the insurance necessary to protect the CONSULTANT'S interests and any decision by the CONSULTANT to carry or not carry insurance amounts in excess of the above is solely that of the CONSULTANT.

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. Excepting the professional liability insurance, the CITY will be named on all insurance as an additional insured. The CONSULTANT shall submit a certificate of insurance to the CITY evidencing the coverages specified above, together with an additional insured endorsement naming the CITY, within fifteen (15) days of the execution of this agreement. The additional insured endorsement shall provide that to the extent of the CONSULTANT's negligence, the CONSULTANT's insurance shall be primary and non-contributing as to the City, and any other insurance maintained by the CITY shall be excess and not contributing insurance with respect to the CONSULTANT's insurance. The certificates of insurance shall cover the work specified in or performed under this agreement. No cancellation, reduction or modification of the foregoing policies shall be effective without thirty (30) days prior written notice to the CITY.

10. Records. The CONSULTANT shall keep all records related to this agreement for a period of three years following completion of the work for which the CONSULTANT is retained. The CONSULTANT shall permit any authorized representative of the CITY, and any person authorized by the CITY for audit purposes, to inspect such records at all reasonable times during regular business hours of the CONSULTANT. Upon request, the CONSULTANT will provide the CITY with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the CONSULTANT, but the CONSULTANT may charge the CITY for copies requested for any other purpose.

11. Notices. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth in the box for the same appearing at the outset of this Agreement. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

12. **Project Administrator.** The Project Administrator shall be responsible for coordinating the work of the CONSULTANT, for providing any necessary information for and direction of the CONSULTANT's work in order to ensure that it meets the requirements of this Agreement, and for reviewing, monitoring and approving the quality and quantity of such work. The CONSULTANT shall report to and take any necessary direction from the Project Administrator.

13. **Disputes.** Any dispute concerning questions of fact in connection with the work not disposed of by agreement between the CONSULTANT and the CITY shall be referred for resolution to a mutually acceptable mediator. The parties shall each be responsible for one-half of the mediator's fees and costs.

14. **Termination.** The CITY reserves the right to terminate this agreement at any time upon ten (10) days written notice to the CONSULTANT. Any such notice shall be given to the address specified above. In the event that this agreement is terminated by the City other than for fault on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. In the event that services of the CONSULTANT are terminated by the CITY for fault on part of the CONSULTANT, the amount to be paid shall be determined by the CITY with consideration given to the actual cost incurred by the CONSULTANT in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the CITY at the time of termination, the cost of the CITY of employing another firm to complete the work required, and the time which may be required to do so.

15. **Non-Discrimination.** The CONSULTANT agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or materialman, because of race, creed, color, national origin, sex, religion, honorable discharged veteran or military status, familial status, sexual orientation, age, or the presence of any sensory, mental, or physical disability or the use of a trained dog or service animal by a person with a disability, except for a bona fide occupational qualification. The CONSULTANT understands that if it violates this provision, this Agreement may be terminated by the CITY and that the CONSULTANT may be barred from performing any services for the CITY now or in the future.

16. **Compliance and Governing Law.** The CONSULTANT shall at all times comply with all applicable federal, state, and local laws, rules, ordinances, and regulations. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

17. **Subcontracting or Assignment.** The CONSULTANT may not assign or subcontract any portion of the services to be provided under this agreement without the express written consent of the CITY. Any sub-consultants approved by the CITY at the outset of this agreement are named on separate Exhibit attached hereto and incorporated herein by this reference as if set forth in full.

18. **Non-Waiver.** Payment for any part of the work or services by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of the agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it under the agreement by the CITY. Waiver of any right or entitlement under this agreement by the CITY shall not constitute waiver of any other right or entitlement.

19. **Litigation.** In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this agreement, the parties agree that such actions shall be initiated in the Superior Court of the State of Washington, in and for King County. The parties agree that all questions shall be resolved by application of Washington law and that parties to such actions shall have the right of appeal from such decisions of the Superior Court in accordance with the law of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, in and for King County. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

20. **Taxes.** The CONSULTANT will be solely responsible for the payment of any and all applicable taxes related to the services provided under this agreement and if such taxes are required to be passed through to the CITY by law, the same shall be duly itemized on any billings submitted to the CITY by the CONSULTANT.

21. **City Business License.** The CONSULTANT has obtained, or agrees to obtain, a business license from the CITY prior to commencing to perform any services under this agreement. The CONSULTANT will maintain the business license in good standing throughout the term of this Agreement.

22. **Entire Agreement.** This agreement represents the entire integrated agreement between the CITY and the CONSULTANT, superseding all prior negotiations, representations or agreements, written or oral. This agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto. These standard terms and conditions set forth above supersede any conflicting terms and conditions on any attached and incorporate exhibit. Where conflicting language exists, the CITY'S terms and conditions shall govern.

**page 8 – Consulting Services Agreement, Non-Public Work
City of Redmond, standard form**

**IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the
day and year first above written.**

CONSULTANT:

CITY OF REDMOND:

By: _____
Title: _____

Angela Birney, Mayor
DATED: _____

ATTEST/AUTHENTICATED:

City Clerk, City of Redmond

APPROVED AS TO FORM:

Office of the City Attorney



Task 0: Project Development and Management

1. **Project Scope:** Develop and finalize the project scope, schedule, and budget alongside the City Project Team. Refine the data collection and engagement scope of work.
2. **Communications:** Develop a comprehensive communications plan/protocol for the project, including protocols for the Consultant/City Project Team, communications platform, and file system
3. **Kick-Off Meeting:** Prepare for and execute kickoff meetings for the project:
 - a. Consultant/City Project Team
 - b. The meeting agenda will include developing a vision, guiding principles, and goals for the study in line with citywide goals for curbside management and mobility.
4. **Project Management Meetings:** Conduct project management meetings via the City's approved online platform. Provide meeting agendas, minutes, and action items.
5. **Project Invoices:** Walker uses an internal electronic accounting system, which prepares monthly invoices and progress reports.

Task 0: Project Development and Management—Deliverables

1. Finalized Project Scope, Schedule, and Budget
2. Communications Protocol
3. Kick-off meeting
4. Check-In Meetings
5. Monthly Project Invoices

Task 1: Existing Conditions and Assessment

1. **RFI:** Walker will develop a Request for Information and a list of known background documents related to the study. The city will respond to the Request for Information. Walker will compile and organize the data provided through the RFI.
2. **Existing Programs and Infrastructure Review:** To understand how systems meet at the curb and inform prioritization development, Walker will analyze existing programs and infrastructure and conduct spatial and temporal data analysis. This analysis will determine significant travel corridors, activity generators, and curb hot spots. To better understand the dynamics of curb use, Walker will analyze curb hot spots, trip counts, and origin and destinations using Replica, our “big data” platform.
3. **Agency Meetings:** Hold three meetings with City staff to provide background information and input on curb issues, programs, and processes.
4. **Existing Data Analysis:** Walker will review curb data collected as part of the Parking Study to develop analysis and maps for curb inventory, utilization, turnover, and hot spots.
5. **Policy and Regulatory Review:** Walker will evaluate existing curbside, mobility, sustainability, parking, land use practices, policies, plans, and programs. This includes the current parking study, Redmond 2050, the Community Development and Design Element, the 2013 Transportation Master Plan (and current plan update), Vision Zero Action Plan, Street and Access Standards, Safer Streets Action Plan, current curbside programs and initiatives, zoning ordinances, parking enforcement, accessible parking standards, private



use permits, and initiatives such as outdoor dining. It will also compare curb inventory, regulations, access, and activity data to the City's goals and policies. This review will identify necessary policy and program revisions and inform Task 2. This will include clear documentation of all existing Code references to the curb, curb parking, loading, and other uses.

6. **Site Visit:** Conduct two site visits. Site visits will include at least one day of on-the-ground experiential observation of the curb, parking, land use, and mobility system by car and on foot, agency meetings, and stakeholder meetings. We will also conduct the prioritization workshop during a site visit. **Peer Review:** Walker will review the curbside access, policy, and management programs from three (3) peer and aspirational cities approved by the City. Walker will conduct a thorough peer review of these programs, including desktop research and interviews with appropriate representatives from the peer cities.
7. **Technology Review:** Walker will review and assess applicable technologies and their practicality to Redmond, including the following: vehicle-to-curb cameras and sensors, license plate recognition, digital twins, open data portals, apps, digital signage, asset management integration, predictive analytics, and data standards.
8. Develop the existing conditions technical memo.
9. Develop Peer City and Technology Summary memo.

Task 1: Existing Conditions Analysis—Deliverables

1. Request for Information (RFI)
2. Existing Conditions memo describing existing data conditions, findings, and policy review.
3. Peer City and Technology Summary memo.

Task 2: Prioritization Framework and Monitoring Recommendation

1. **Vision of Success:** Develop a vision of success with curb goals and objectives based on city initiatives and goals.
2. **Curb Functions:** Develop a curb functions guide and categories. The curb functions will allow us to group curb uses into classifications. For example, a "Movement" curb function could include transit stops, vehicle lanes, and bike lanes. A "Goods/Commerce" curb function could include commercial delivery loading zones and food/on-demand pickup and delivery.
3. **Curb Typologies:** Based on Task 1: Identify preliminary citywide curb typologies. Curb block or area-level typologies will likely be based on adjacent land uses or other delineations, such as corridors/roadway classifications, responsive to temporal changes and seasons. We will identify up to five curb typologies across the urban centers.
4. **Curb Prioritization:** Each curb typology will be assigned a "hierarchy" or use prioritization. We will engage with city personnel and project stakeholders to generate input on curb typology priorities to inform our preliminary prioritization. We will create a preliminary prioritization matrix for each typology based on the data analysis, policy review, land use context, priorities, goals, and identified curb functions. Hold an in person workshop with the City project team and potentially stakeholders to refine and approve prioritization. Develop graphics and visualizations for each typology/prioritization to illustrate use cases for the operating conditions of block or area typologies. The renderings will reflect the



character of each typology and be applicable across a broad range of locations in which the curb space area may occur.

5. **Curb Typology/Prioritization Street Identification:** Develop an identification process showing the curb typology and prioritization for streets throughout Redmond's Urban Centers using existing GIS data for street types and future land use.
6. **Identify Policy Strategies and Recommendations:** Identify implementation processes for curb prioritization, including considerations for high-intensity land uses. Identify whether new or modified policies, programs, or processes are needed to implement curb priorities. This includes ordinance changes, program modifications, process updates, development review policies, curb pricing strategies, necessary technology, etc.
7. **Performance metrics:** Identify performance monitoring metrics so the City can adjust to changing curb demands.

Task 2: Prioritization Framework—Deliverables

1. Curb Typology and Prioritization identification for each typology: Graphic illustration of each typology/hierarchy.
2. Curb Prioritization Memo: Memo describing each typology/hierarchy and the rationale for how each was developed, including data analysis, citywide goals, policies, and other considerations/ recommendations that will be integrated into the final report. It will include maps and graphics. The memo will describe potential curb conflicts based on Task 1 findings, policy goals, and strategies to overcome these challenges.

Task 3: Stakeholder Engagement

Engagement Plan

It is Walker's understanding that the City wishes to focus on targeted stakeholder engagement, not the community. Walker and EnviroIssues will work with the City Project Team to develop a comprehensive plan detailing the engagement's purpose, tactics, and schedule. The Engagement Plan will identify the different stakeholders (i.e., businesses, developers, advocates, organizations, employees, etc.) to align tactics and the type of input we need to inform the project. Assumes one review cycle with the City to finalize the engagement plan.

The following engagement tasks are assumed for the project:

Educational materials

Walker will create a fact sheet with project information, maps, and graphics that are digestible to the public. This fact sheet can be used in meetings, as a leave-behind, and potentially on the City's website. The specifics will be determined alongside the City Project Team.

Stakeholder Survey

Walker and EnviroIssues will develop a short survey for stakeholder meetings and door-to-door engagement. The survey will provide a way to organize stakeholder feedback in a universal format and seek input on curb issues and needs.



Stakeholder Meetings

We will meet with a broad range of stakeholders to educate them about curb management and gain input on the study. Stakeholders will include business owners, developers, property owners, employee representatives, property managers, employees, advocates, interest groups, tenant groups, small business owners (street-level businesses), and key City leaders in a combination of one-on-one meetings and focus groups.

Walker will facilitate up to twenty (20) stakeholder one-on-one meetings and interest group meetings (focus groups). The city is assumed to provide stakeholder names and contact information.

Door-to-Door Engagement

EnviroIssues will conduct four days of door-to-door engagement with businesses in the urban centers. The engagement will provide each business with information on the project and gain input through a short survey and discussions. The project fact sheet will be provided as a leave-behind for each business. EnviroIssues will research businesses and develop a route to optimize the door-to-door engagement.

Engagement Findings Memo

Walker and EnviroIssues will develop an engagement findings memo detailing the engagement activities, findings, and key themes.

Task 3: Stakeholder Engagement—Deliverables

1. Engagement Plan
2. Fact Sheet
3. Engagement activities (i.e., stakeholder survey, stakeholder meetings, door-to-door)
4. Engagement findings memo

Task 4: Plan Documentation

Once all deliverables from previous tasks are completed and approved, we will compile them into a draft report. The report will be written with clear project development and justification for recommendations. It will be an illustrative and digestible document. Walker will also provide a technology strategy to support the study's implementation. Walker will work with the City on one revision to the draft report and incorporate comments into a final report.

Task 4: Draft and Final Report—Deliverables

1. Draft and final report.

Walker Consultants	Chrissy Mancini Project Manager		Ben Weber		Sydney Stephenson Shah		Max Holperin		Total Hours	Total Fee
Hourly Rate (Including Overhead)	\$290		\$245		\$245		\$205			
	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee		
Task 0: Project Management	12	\$ 3,480	1	\$ 245	1	\$ 245	1	\$ 205	15	\$ 4,175
Task 1: Existing Conditions		\$ -		\$ -		\$ -		\$ -	-	\$ -
- RFI		\$ -		\$ -	1	\$ 123		\$ -	1	\$ 123
- Programs and Infrastructure Review	1	\$ 290		\$ -	3	\$ 735		\$ -	4	\$ 1,025
- Existing Data Analysis	1	\$ 290	2	\$ 490	6	\$ 1,470	24	\$ 4,920	33	\$ 7,170
- Policy and Regulatory Review	1	\$ 290		\$ -	6	\$ 1,470		\$ -	7	\$ 1,760
- Peer Review and Memo	1	\$ 290		\$ -	16	\$ 3,920		\$ -	17	\$ 4,210
- Technology Review and Memo	1	\$ 290		\$ -		\$ -	14	\$ 2,870	15	\$ 3,160
- Site Visit (including agency meetings)	33.5	\$ 9,715	39.25	\$ 9,616		\$ -		\$ -	73	\$ 19,331
- Existing Conditions Memo	1	\$ 290		\$ -	12	\$ 2,940	4	\$ 820	17	\$ 4,050
Total	52	\$ 14,935	42	\$ 10,351	45	\$ 10,903	43	\$ 8,815	181	\$ 45,004
Task 2: Curb Prioritization										
- Vision of Success	1	\$ 290		\$ -		\$ -		\$ -	1	\$ 290
- Curb Functions	1	\$ 290		\$ -		\$ -		\$ -	1	\$ 290
- Curb Typologies	2	\$ 580	14	\$ 3,430	2	\$ 490	8	\$ 1,640	26	\$ 6,140
- Curb Prioritization	6	\$ 1,740	24	\$ 5,880	6	\$ 1,470	8	\$ 1,640	44	\$ 10,730
- Curb Typology Street Identifiers	1	\$ 290	2	\$ 490		\$ -	6	\$ 1,230	9	\$ 2,010
- Policy and Strategy Recommendations for Implementation	16	\$ 4,640	6	\$ 1,470	16	\$ 3,920		\$ -	38	\$ 10,030
- Performance Metrics	2	\$ 580		\$ -		\$ -		\$ -	2	\$ 580
- Memo	4	\$ 1,160		\$ -	16	\$ 3,920		\$ -	20	\$ 5,080
Total	33	\$ 9,570	46	\$ 11,270	40	\$ 9,800	22	\$ 4,510	141	\$ 35,150
Task 3: Engagement										
- Stakeholder Meetings and Prep (assumes 20 meetings, coordination, and follow up)	10	\$ 2,900	8	\$ 1,960		\$ -		\$ -	18	\$ 4,860
- Survey	1	\$ 290		\$ -		\$ -		\$ -	1	\$ 290
- Outreach Findings Memo	1	\$ 290		\$ -	4	\$ 980		\$ -	5	\$ 1,270
Total	12	\$ 3,480	8	\$ 1,960	4	\$ 980	-	\$ -	24	\$ 6,420
Task 4: Plan										
- Assemble Final Plan	2	\$ 580	2	\$ 490	16	\$ 3,920	8	\$ 1,640	28	\$ 6,630
- Technology Plan	2	\$ 580		\$ -		\$ -	7.5	\$ 1,538	10	\$ 2,118
Total	4	\$ 1,160	2	\$ 490	16	\$ 3,920	16	\$ 3,178	38	\$ 8,748
TOTAL Hours and Fee	101	\$ 29,145	98	\$ 24,071	105	\$ 25,603	81	\$ 16,503	384	\$ 95,321

EnviroIssues	Jessa Wolfe		Leiona Islam		Total Hours	Total Fee
Hourly Rate (Including Overhead)	\$148		\$125			
	Hours	Fee	Hours	Fee		
Task 0: Project Management						
- Kick-off, monthly invoicing, 8 PM meetings with City)	12	\$ 1,776		-	12	\$ 1,776
Task 3: Engagement		\$ -		-	-	\$ -
- Engagement Plan/Stakeholder Research	4	\$ 592	4	500	8	\$ 1,092
- Stakeholder Outreach and Coordination (door-to-door prep)	4	\$ 592	4	500	8	\$ 1,092
- Door-to-Door Outreach (4 days, 2 people per day, 5 hours per day including travel)	24	\$ 3,552	24	3,000	48	\$ 6,552
- Door-to-Door Outreach summaries	3	\$ 444	3	375	6	\$ 819
- Stakeholder Survey and results	8	\$ 1,184	13	1,625	21	\$ 2,809
- Outreach findings memo	5	\$ 740	5	625	10	\$ 1,365
TOTAL Hours and Fee	60	8,880	53	6,625	113	\$ 15,505

	Total Hours	Total Fee
TOTAL Hours and Fee (Walker and EnviroIssues)	497	\$ 110,826
Expenses (Walker) Assumes two site visits		\$ 4,000
Expenses (EnviroIssues) Mileage (250 miles at \$0.655 per mile: \$164		\$ 164
GRAND TOTAL		\$ 114,990



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-104
Type: Consent Item

TO: Members of the City Council
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	Steve Gibbs	Capital Projects Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Award Construction Contract to Always Active Services, LLC of Snohomish, WA, in the Amount of \$364,458, for the Meadow Park Sport Court Replacement Project

OVERVIEW STATEMENT:

Public Works is requesting to award the construction contract of the Meadow Park Sport Court Replacement project, Project Number 2330, to Always Active Services, LLC in the amount of \$364,458.

This project will create a safe playing surface for pickleball, basketball, and other active recreation. Improvements will include replacement of the sport court and adjacent pathways to address the failing court surface, root eruptions, ADA deficiencies, and improve the functional layout. New pickleball and basketball equipment, pedestrian furniture, select sidewalks, cement seating wall, and a new lighted pedestrian crossing will be installed.

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

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
PARCC Plan, ADA Transition 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:**
NA

OUTCOMES:

Approving the contract will provide for a new multi-sport court surface for pickleball and basketball recreation and will ensure a safe, level surface for users, ADA compliant sidewalks, curb ramps, lighted street crossing, and new benches.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

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

BUDGET IMPACT:

Total Cost:
\$364,458

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):
General Fund, Parks CIP

Budget/Funding Constraints:

NA

☒ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
7/1/2025	Committee of the Whole - Planning and Public Works	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

Award of bid must occur within 45 days of the bid opening (which occurred on May 29, 2025) or the contractor may withdraw their bid.

ANTICIPATED RESULT IF NOT APPROVED:

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

ATTACHMENTS:

Attachment A: Meadow Park Sports Court Replacement Project Information Sheet

Attachment B: Additional Project Information



CIP Project Information Sheet

Project Name: Hardscape Project - Meadow Park Sport Court Replacement

Project Status: Existing

Functional Area(s): Parks

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

Neighborhood:

Time Frame: 2024-2026

Budget Priority: Healthy and Sustainable

Citywide Rank: 21

Functional Area Priority: High

Location: 10710 160th Avenue NE

Description:

Replace sports court to address failing court surfacing and adjacent pathways, root eruptions, and functional layout.

Anticipated Outcomes: **Primary:** Rehabilitation

Secondary:

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

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

Project approved in the 2023-2038 CIP budget process.

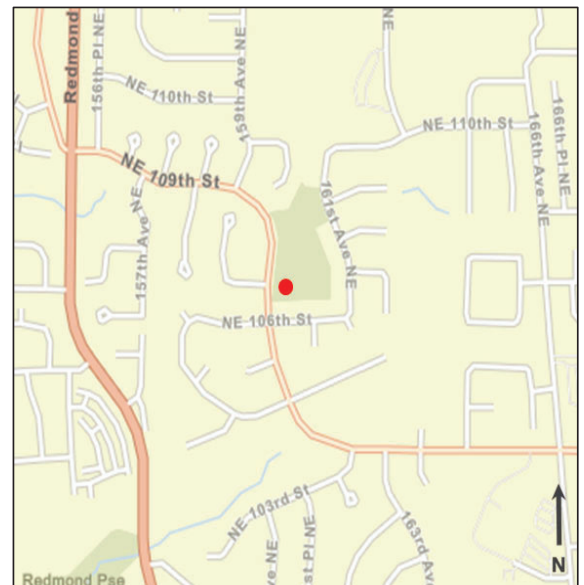
Budget:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Original Budget	\$520,932	\$114,605							\$635,537
Approved Changes									
Current Approved Budget	\$520,932	\$114,605							\$635,537
Proposed New Budget	\$98,229	\$381,163	\$114,509						\$593,901
Proposed changes due to	Scope Change	X	Schedule Change	X	Budget Change				

Project Phasing:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Preliminary Design (0-30%)	\$40,929								\$40,929
Right of Way									
Design (31-100%)	\$57,300	\$32,742							\$90,042
Construction		\$244,235	\$91,588						\$335,823
Contingency		\$104,186	\$22,921						\$127,107
Total	\$98,229	\$381,163	\$114,509						\$593,901

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
General Fund	\$11,489	\$432,413		\$443,902
Parks CIP	\$86,740	\$63,259		\$149,999
Total	\$98,229	\$495,672		\$593,901



Attachment B – Additional Project Information

Meadow Park Sport Court Replacement

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 May 15 and May 21, 2025. Bids were received and opened on May 29, 2024. The City received 6 bids which are summarized below.

Bidder	Bidder Location	Bid Amount
Always Active Services LLC	Snohomish, WA	\$364,425.00
APCON TECH INC.	Bellevue, WA	\$366,239.02
EKM General Contractors LLC	Woodinville, WA	\$416,448.68
Active Construction	Tacoma, WA	\$470,470.00
Puget Sound Construction	Tukwila, WA	\$793,432.02
Judha of Lion Landscaping	Maple Valley, WA	\$1,482,265.45
Engineer's Estimate		\$384,096.59

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 Always Active Services LLC.

Fiscal Information

Current Project Budget	
General Fund	\$443,902
Parks CIP	\$149,999
Total Funding	\$593,901
Estimated Project Costs	
Design	\$120,387
Construction	\$422,753
Contingency	\$50,731
Total Estimated Project Cost	\$593,871
Budget Difference	\$30



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-105
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Executive	Malisa Files, COO	425-556-2166
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DEPARTMENT STAFF:

N/A	N/A	N/A
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TITLE:

Approval of an Amendment to the King County Memorandum of Understanding for the Opioid Abatement Council (OAC)

OVERVIEW STATEMENT:

In June 2022, the City Council approved participation in the One Washington Memorandum of Understanding (MOU) to participate in the settlement agreements against opioid distributors and retailers. The One Washington MOU outlined the requirements to create a regional Opioid Abatement Council (OAC) to monitor distributions, expenditures, re-allocations and disputes related to the settlement funds. Redmond City Council approved the MOU for participation in King County's OAC on June 20, 2023. The OAC is proposing two changes to the original agreement as described below.

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

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
One Washington Memorandum of Understanding
- **Required:**
Per City Policy, interlocal agreements between agencies must be approved by Council and participation in the regional OAC is required under the One Washington MOU approved by Council in 2022.
- **Council Request:**
N/A
- **Other Key Facts:**
The City of Redmond cannot utilize the opioid settlement funds without participating in the OAC.

OUTCOMES:

In June 2022, Redmond signed on to the One Washington Memorandum of Understanding that allowed the City to participate in the state opioid settlements. Redmond has participated in four opioid settlements, including:

- Amerisource Bergen Corporation, Cardinal Health, Inc, and McKesson Corporation
- CVS, Walgreens, Walmart, TEVA and Allergan
- Johnson & Johnson Corporation
- Kroger

The total the City is set to receive is approximately \$2.087 million over a number of years. To date the City has collected approximately \$735,000. Allowable uses of the funds include law enforcement expenditures relating to the opioid epidemic, education of law enforcement or other first responders regarding appropriate practices and precautions when dealing with fentanyl or other drugs, connecting those who need help to the help they need (connections to care) as well as other abatement strategies.

The One Washington MOU created an Opioid Abatement Council (OAC) whose duties include:

- Monitor the opioid fund allocations
- Set requirements for and gather participant data
- Maintain a dashboard of the participant data
- Review reports
- Reallocate funds if an entity drops out of participation
- Resolve complaints among participants
- Consider remedial actions if a participant does not abide by the One Washington MOU

Redmond remits \$10,000 annually to King County to administer the OAC.

After working under the OAC memorandum of understanding for two years, King County has requested some changes to the original agreement. As mentioned, the parties are contributing funds to cover OAC administrative costs. While the OAC originally anticipated being able to credit back unused portions of the parties' contributions on a yearly basis, the disbursements of opioid settlement funds are not being spread evenly over the settlement period. Unexpectedly, there were large disbursements in 2023 and 2024. As a result, the parties' contributions to OAC administrative costs in the earlier years will exceed annual costs and in the later years, will be less than needed to cover annual OAC administrative costs. With current planned staffing levels necessary to administer OAC through 2039, if the OAC were to annually credit back the unused contributions, the OAC Administrator will incur funding deficits starting in 2028, and significant deficits by 2033.

To address this situation, the OAC is proposing to carry the parties' excess contributions from the early years into the later years to cover the OAC administrative costs over the entire settlement period (through 2039). Instead of crediting cities back unspent funds yearly, the OAC Administrator would hold back credits to cover the deficits as needed, potentially until the end of the settlement period. The OAC Administrator would provide an administrative budget forecast update yearly at the annual open OAC meeting. At the end of the settlement period, the OAC Administrator would credit back all unspent contributions.

In order to effectuate this change, the OAC proposes the following change to the King County Regional OAC agreement:

Section 6.F: If the amount contributed by a Party to the OAC Administrative Costs fund under Section 6.B in a year

exceeds that Party's proportionate share of the OAC Administrative Costs for that year, King County Treasury shall retain some or all of the excess amount in the OAC Administrative Costs fund for payment of OAC Administrative Costs in later years and reduce that Party's required contribution for the following year by that same amount. Any excess contributions remaining in the fund after termination and payment of all OAC Administrative Costs will be returned to the contributing Party for use as authorized by the MOU.

Secondly, to allow for future modifications of the OAC Agreement similar to the change requested above, the OAC is proposing replacing Section 9 with the following:

This Agreement may be amended as follows:

- (1) The OAC shall provide all Parties with written notice of the proposed amendment.
- (2) Any Party objecting to the amendment shall have ninety (90) days to provide the OAC with a written objection.
- (3) If one or more Party(ies) objects, the proposed amendment is rejected.
- (4) If no Party objects to the proposed amendment within 90 days of the notice described in (1) above, the OAC shall schedule a vote on the proposed amendment.
- (5) If unanimously approved by all four members of the OAC, the amendment is adopted and effective immediately.
- (6) If an amendment is adopted, the OAC shall provide the Parties with written notice of the amendment and the effective date.

Notwithstanding the above, the OAC may by unanimous vote of all four OAC members and without prior notice to the Parties, amend the definitions of Opioid Litigation and National Settlement Agreements in order to make this Agreement applicable to future opioid litigation settlements.

These amendments are contained in the redlined OAC Agreement in Attachment A with a clean copy of the MOU in Attachment B.

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:

The total administrative cost to participate in the Opioid Abatement Council equals \$10,000 annually.

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

Budget Offer Number:

N/A

Budget Priority:
Safe and Resilient

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
6/13/2023	Committee of the Whole - Finance, Administration, and Communications	Receive Information
6/20/2023	Business Meeting	Approve
7/8/2025	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

King County has asked all participating cities to approve the amendments on or before July 15, 2025.

ANTICIPATED RESULT IF NOT APPROVED:

If the MOU is not approved, Redmond could not spend the remainder of the opioid abatement funds until the City is again part of the OAC or creates an OAC specifically for Redmond.

ATTACHMENTS:

Attachment A: King County Opioid Abatement Redlined Memorandum of Understanding

Attachment B: Final King County Opioid Abatement Memorandum of Understanding

Attachment A
KING COUNTY REGIONAL AGREEMENT
OPIOID ABATEMENT COUNCIL

This regional agreement for an opioid abatement council is entered into among King County and the cities of Auburn, Bellevue, Bothell, Burien, Covington, Des Moines, Enumclaw, Federal Way, Issaquah, Kenmore, Kent, Kirkland, Lake Forest Park, Maple Valley, Mercer Island, Newcastle, Redmond, Renton, Sammamish, SeaTac, Seattle, Shoreline, Snoqualmie, Tukwila and Woodinville, each a “Party” and jointly “Parties.”

SECTION 1. RECITALS

WHEREAS, the State of Washington and other local governments have engaged in litigation with entities who manufacture, distribute, and dispense prescription opioids; and

WHEREAS, the opioid litigation has resulted in various settlements and/or judgments with direct money payments to be made to the state and its eligible political subdivisions; and

WHEREAS, the One Washington Memorandum of Understanding Between Washington Municipalities (“the MOU”), attached hereto with Exhibits A, B, and C, and incorporated by reference, which has been previously approved and executed by the Parties, requires the formation of an opioid abatement council; and

WHEREAS, the undersigned Parties do hereby adopt and implement this Agreement for the creation of the King County Regional Opioid Abatement Council (“OAC”), to be bound by the terms of this Agreement, the MOU and exhibits thereto, the settlement agreement provisions, and any applicable state statute(s).

NOW, THEREFORE, it is hereby agreed by the Parties:

SECTION 2. DEFINITIONS

1. “Approved Purposes” refers to the strategies specified and set forth in Exhibit A to the MOU.
2. “OAC Administrator” shall mean King County, the Party who shall perform the duties assigned to the OAC Administrator in Section 4.C.
3. “Opioid Funds” shall mean monetary amounts obtained through a settlement, judgment or any other manner from the Opioid Litigation.
4. “Opioid Litigation” shall mean the litigation between state and/or local jurisdictions and Johnson & Johnson, and distributors AmerisourceBergen, Cardinal Health, and McKesson; and the national opioid settlement agreements involving Teva Pharmaceutical Industries, Allergan, Walgreens, Walmart, and CVS.
5. “National Settlement Agreement(s)” or “Settlement(s)” means the national opioid settlement agreements involving Johnson & Johnson, and distributors AmerisourceBergen, Cardinal Health, and

McKesson; and the national opioid settlement agreements involving Teva Pharmaceutical Industries, Allergan, Walgreens, Walmart, and CVS.

SECTION 3. PARTICIPATING ENTITIES

The Parties to this Agreement are the political subdivisions in King County entitled to direct payment of Opioid Funds pursuant to the National Settlement Agreements derived from the Opioid Litigation.

SECTION 4. CREATION OF THE KING COUNTY REGIONAL OAC

Consistent with the MOU Exhibits A, B and C, the Parties create and establish the OAC to perform the duties and functions set forth in the MOU and herein.

A. OAC Members

1. **Membership** – Representation on the OAC shall be roughly proportional to Opioid Fund distribution with a total of four party representatives: two from King County, one from the City of Seattle, and one chosen by the remaining Parties. All persons who serve on the OAC must have prior work or educational experience pertaining to one or more of the Approved Purposes.
2. **Chair** – As the OAC Administrator, one of the King County representatives to the OAC shall be the chairperson to preside at and lead all meetings of the OAC and to act as the representative of the OAC in any matters contemplated by the MOU. The chairperson is entitled to vote on all OAC business and at King County's discretion, the role of chairperson may alternate between the two King County OAC representatives.
3. **OAC Vacancies** – In the event the OAC has a vacancy, the Party or Parties whose representative vacated the position shall select a new member for the OAC.
4. **Alternates** – Parties may designate alternate representatives to serve on the OAC in the absence of the Party or Parties' primary representative. Alternates must meet the same work/educational experience requirements as primary representatives.

B. Duties of the OAC

1. **Oversight** – As provided in this Agreement, the OAC shall monitor distribution, expenditure, re-allocation, and dispute resolution related to the Parties' allocations of Opioid Funds for Approved Purposes within the King County Region.
2. **Data Requirements** – The OAC shall determine what data and in what form and under what timelines the Parties must provide to the OAC Administrator regarding the Parties' Opioid Fund allocation expenditures.
3. **Reports** – The OAC shall annually review reports prepared by the OAC Administrator of the Parties' Opioid Funds allocation expenditures for compliance with the Approved Purposes and the terms of the MOU and any Settlement.
4. **Re-Allocation of Opioid Funds** – If the OAC is notified that a Party will forego some or all of its allocation of Opioid Funds, the OAC shall:
 - (i) Request and then approve or deny proposals from other Parties -and/or community groups for use of the allocation within the King County Region; and

- (ii) Direct the trustee responsible for releasing Opioid Funds to distribute the allocation to the Party(ies) and/or community group(s) whose proposals were approved by the OAC.
- 5. **Reporting** – The OAC shall report and make publicly available all decisions on Opioid Fund allocation and re-allocation applications, proposals, distributions, and expenditures by the OAC and the Parties.
- 6. **Dashboard** – The OAC shall develop and maintain a centralized public dashboard or other repository for the publication of expenditure data from the OAC and the Parties that receive Opioid Funds. The dashboard or repository shall be updated at least annually.
- 7. **Outcome Data** – If necessary, the OAC shall require and collect additional outcome-related data from the Parties to evaluate the use of the Opioid Funds.
- 8. **Complaints** – The OAC shall establish a process for hearing complaints and resolving disputes by Parties regarding the alleged failure of the OAC or a Party to (1) use Opioid Funds for Approved Purposes or (2) comply with reporting requirements.
- 9. **Noncompliance** – If the OAC finds that a Party’s expenditure of its allocation of Opioid Funds did not comply with the Approved Purposes or the MOU, or that the Party otherwise misused its allocation of Opioid Funds, the OAC may take remedial action against the alleged offending Party. Such remedial action is left to the discretion of the OAC and may include notifying the Settlement Fund Administrator of the noncompliant expenditure(s) and requesting suspension of direct payments to the offending Party and redistribution of that Party’s remaining allocation of Opioid Funds to the other Parties.

C. Duties of the OAC Administrator

- 1. **Receipt of Expenditure Reports** – The OAC Administrator shall receive and maintain the expenditure reports provided by the Parties pursuant to Section B.5 and shall provide them to the members of the OAC for the annual review required under Section C.2.
- 2. **Re-Allocation** – The OAC Administrator shall be responsible for requesting proposals, notifying the Settlement trustee as required, and maintaining records of distribution decisions for Opioid Funds subject to re-allocation under Section C.3.
- 3. **Reporting** –
 - (i) The OAC Administrator shall fulfill the OAC’s responsibilities for collecting data, preparing reports, and making information publicly available, including through the development, maintenance, and annual updating of a centralized public dashboard or other repository.
 - (ii) The OAC Administrator shall set deadlines for the Parties to submit data to the OAC and the OAC shall not be responsible for any deficiencies in data or reports due to the failure of a Party to meet those deadlines or the reporting requirements under Section D.
 - (iii) Nothing in this Section C shall relieve a Party of its responsibilities to maintain, report, and produce data or records as required by Section D, the MOU, and/or any Settlement.

4. **Outcome Data** – If the OAC determines that outcome-related data will be collected, the OAC Administrator will receive such data from the Parties and prepare any related reports as directed by the OAC.
5. **Records Retention** – The OAC Administrator shall maintain OAC records for no less than five (5) years and shall make such records available for review by other Parties or the public. Records requested by the public shall be produced in accordance with the Washington Public Records Act, chapter 42.56 RCW. Nothing in this section supplants any Party's obligations to retain and produce its own records as provided in this Agreement.
6. **Accounting of Administrative Expenses** – The OAC Administrator shall prepare the annual accounting of OAC administrative expenses.

D. Duties of the Parties

1. **Notice of OAC Representative** – Parties shall notify the OAC Administrator of its OAC representative and alternate, if any, and shall timely fill vacancies.
2. **Use and Distribution of Opioid Funds** – Parties shall maintain full discretion over the use and distribution of their allocation of Opioid Funds, provided the Opioid Funds are used solely for Approved Purposes.
3. **Notice to Forego Allocation** – If a Party chooses to forego its allocation of Opioid Funds, it will notify the OAC so the funds can be re-allocated as provided in Section B.4. A Party's notice that it will forego its allocation of Opioid Funds shall apply to all future allocations unless the Party notifies the OAC otherwise. A Party is excused from the reporting requirements set forth in this Agreement for any allocation of Opioid Funds it foregoes.
4. **Allocation Amount** – If a Party disputes the amount it receives from its allocation of Opioid Funds, the Party shall resolve the dispute with the Settlement Fund Administrator. However, the Party shall alert the OAC within sixty (60) days of discovering the information underlying the dispute. Failure to alert the OAC within this timeframe shall not constitute a waiver of the Party's right to seek recoupment of any deficiency in its allocation.
5. **Collaboration** – Parties may agree and elect to share, pool, or collaborate with their respective allocation of Opioid Funds as long as such sharing, pooling, or collaboration is used for Approved Purposes and complies with the MOU and the Settlements.
6. **Proposal Methodology** – Parties shall develop and implement a methodology for obtaining, receiving, and reviewing proposals for use of their allocation of Opioid Funds.
7. **Community-Based Input** – Parties shall ensure an opportunity for community-based input on priorities for Opioid Fund allocation strategies.
8. **Reporting** – Parties shall report to the OAC Administrator on all expenditures of Opioid Fund allocations. The specific data to be provided shall be determined by the OAC.
9. **OAC Administrative Payment** – As further described in Section 6, each Party shall contribute 10% of its annual Opioid Funds allocation to pay for OAC Administrative Costs.

10. **Party's Administrative Costs** – After the 10% OAC Administrative Costs contribution, the administrative costs for a Party to administer its allocation of Opioid Funds shall not exceed 10% of the remaining allocation or actual costs, whichever is less.

11. **Records Retention** – Parties shall maintain all records related to the receipt and expenditure of Opioid Funds for no less than five (5) years and shall make such records available for review by other Parties, the OAC, or the public. Records requested by the public shall be produced in accordance with the Washington Public Records Act, chapter 42.56 RCW. Records requested by another Party or the OAC shall be produced within twenty-one (21) days of the date the record request was received. Nothing in this Agreement supplants any Party's obligations under the Washington Public Records Act.

SECTION 5. OAC ACTION

- A. The OAC shall take action by way of motion and such motions shall be adopted if approved by a favorable majority vote.
- B. Any action by the OAC shall not be effective unless approved by a quorum of the members. The OAC quorum shall be a simple majority of its members.

SECTION 6. FINANCING OF OAC ADMINISTRATIVE COSTS

- A. The OAC Administrator shall act as the fiscal agent for the OAC and shall hold funds and pay, either directly or through reimbursement, administrative costs related to the OAC ("OAC Administrative Costs").
- B. Each Party shall contribute 10% of its allocation of Opioid Funds to an appropriate fund or account held by King County Treasury to pay for OAC Administrative Costs. The OAC Administrator shall annually calculate and notify King County Treasury of the amount of each Party's required contribution. Within 90 (ninety) days of receiving notification, King County Treasury shall transfer the appropriate amounts from each Party's Real Estate Excise Tax (REET) account to the OAC Administrative Costs fund or account.
- C. Each Party's share of responsibility for annual OAC Administrative Costs shall be proportionate to the number of Opioid Funds the Party received in that year as compared to the amount received by other Parties.
- D. OAC administrative expenses shall not exceed 10% of the Parties' combined annual Opioid Funds received or actual costs, whichever is less. This does not preclude a Party from using 10% of its remaining allocation of Opioid Funds, after it's OAC Administrative Cost contribution, for its own administrative costs as outlined in the MOU and in Section D.10.

- E. In the first quarter of each year beginning in 2024, OAC Administrator shall provide the Parties with an annual accounting for the prior year of all actual OAC Administrative Costs along with the allocation showing each Party's proportionate share of the costs.

F. If the amount contributed by a Party to the OAC Administrative Costs fund under Section 6.B in a year exceeds that Party's proportionate share of the OAC Administrative Costs for that year, King County Treasury shall retain some or all of the excess amount in the OAC Administrative Costs fund for payment of OAC Administrative Costs in later years and reduce that Party's required contribution for the following year by that same amount. Any excess contributions remaining in the fund after termination and payment of all OAC Administrative Costs will be returned to the contributing Party for use as authorized by the MOU.

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~~F. If the amount transferred from a Party's REET account to the OAC Administrative Costs fund or account under Section 6.B in a year exceeds that Party's proportionate share of the OAC Administrative Costs for that year, King County Treasury shall either: (1) return the excess amount to the Party's REET account within sixty days after the annual accounting required in Section 7.C was provided to Parties. An amount equal to any excess returned to a Party's REET account must be re-allocated by the Party to a purpose authorized by the MOU Exhibit A.~~

SECTION 7. DURATION

This Agreement shall be effective for the time period that the political subdivisions receive payments under any of the current Opioid Litigation claims and shall continue to be effective until one year after the final payment of such funds.

SECTION 8. TERMINATION

This Agreement shall be self-terminating one year after the final distribution of funds and all reporting finalized through or by the Parties to the MOU.

SECTION 9. MODIFICATIONS OR AMENDMENTS

This Agreement may be amended as follows:

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- (1) The OAC shall provide all Parties with written notice of the proposed amendment.
- (2) Any Party objecting to the amendment shall have ninety (90) days to provide the OAC with a written objection.
- (3) If one or more Party(ies) objects, the proposed amendment is rejected.
- (1) If no Party objects to the proposed amendment within 90 days of the notice described in (1) above, the OAC shall schedule a vote on the proposed amendment.
- (2) If unanimously approved by all four members of the OAC, the amendment is adopted and effective immediately.
- (3) If an amendment is adopted, the OAC shall provide the Parties with written notice of the amendment and the effective date.

This Agreement may be modified or amended upon written agreement by all participating Parties, except that the ~~Notwithstanding the above, the OAC may by unanimous vote of all four OAC members and without prior notice to the Parties,~~ amend the definitions of Opioid Litigation and

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National Settlement Agreements in order to make this Agreement applicable to future opioid litigation settlements. Any modifications or amendments to the Agreement must be consistent with the terms of the MOU and the Settlements.

SECTION 10. HEADINGS

The article headings in this Agreement have been inserted solely for the purpose of convenience and ready reference. In no way do they purport to, and shall not be deemed to, define, limit, or extend the scope or intent of the articles to which they appertain.

SECTION 11. ENTIRE AGREEMENT

This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same.

This Agreement sets forth the entire agreement between the Parties with respect to the subject matter hereof and supersedes all previous discussions and agreements. Understandings, representations, or warranties not contained in this Agreement or a written amendment hereto shall not be binding on any Party.

SECTION 12. SEVERABILITY

In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

In the event any portion of this Agreement should become invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect.

SECTION 13. NON-DISCRIMINATION

The Parties, their employees, and agents shall not discriminate against any person based on any reason prohibited by Washington state or federal law as adopted or subsequently amended.

SECTION 14. COMPLIANCE WITH LAWS

The Parties shall observe all federal, state, and local laws, ordinances, and regulations, to the extent that they may be applicable to the terms of this Agreement.

SECTION 15. GOVERNING LAW; VENUE

This Agreement has and shall be construed as having been made and delivered in the State of Washington, and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceeding for the enforcement of this

Agreement or any provisions hereto shall be instituted only in courts of competent jurisdiction within King County, Washington, unless relocation or commencement elsewhere is required by law.

WHEREFORE, the undersigned executive authorities do hereby approve and adopt the Agreement as set forth herein.

Done on this ____ day of _____, 2023.

Name and Title _____

On Behalf Of _____

Attachment A
KING COUNTY REGIONAL AGREEMENT
OPIOID ABATEMENT COUNCIL

This regional agreement for an opioid abatement council is entered into among King County and the cities of Auburn, Bellevue, Bothell, Burien, Covington, Des Moines, Enumclaw, Federal Way, Issaquah, Kenmore, Kent, Kirkland, Lake Forest Park, Maple Valley, Mercer Island, Newcastle, Redmond, Renton, Sammamish, SeaTac, Seattle, Shoreline, Snoqualmie, Tukwila and Woodinville, each a “Party” and jointly “Parties.”

SECTION 1. RECITALS

WHEREAS, the State of Washington and other local governments have engaged in litigation with entities who manufacture, distribute, and dispense prescription opioids; and

WHEREAS, the opioid litigation has resulted in various settlements and/or judgments with direct money payments to be made to the state and its eligible political subdivisions; and

WHEREAS, the One Washington Memorandum of Understanding Between Washington Municipalities (“the MOU”), attached hereto with Exhibits A, B, and C, and incorporated by reference, which has been previously approved and executed by the Parties, requires the formation of an opioid abatement council; and

WHEREAS, the undersigned Parties do hereby adopt and implement this Agreement for the creation of the King County Regional Opioid Abatement Council (“OAC”), to be bound by the terms of this Agreement, the MOU and exhibits thereto, the settlement agreement provisions, and any applicable state statute(s).

NOW, THEREFORE, it is hereby agreed by the Parties:

SECTION 2. DEFINITIONS

1. “Approved Purposes” refers to the strategies specified and set forth in Exhibit A to the MOU.
2. “OAC Administrator” shall mean King County, the Party who shall perform the duties assigned to the OAC Administrator in Section 4.C.
3. “Opioid Funds” shall mean monetary amounts obtained through a settlement, judgment or any other manner from the Opioid Litigation.
4. “Opioid Litigation” shall mean the litigation between state and/or local jurisdictions and Johnson & Johnson, and distributors AmerisourceBergen, Cardinal Health, and McKesson; and the national opioid settlement agreements involving Teva Pharmaceutical Industries, Allergan, Walgreens, Walmart, and CVS.
5. “National Settlement Agreement(s)” or “Settlement(s)” means the national opioid settlement agreements involving Johnson & Johnson, and distributors AmerisourceBergen, Cardinal Health, and

McKesson; and the national opioid settlement agreements involving Teva Pharmaceutical Industries, Allergan, Walgreens, Walmart, and CVS.

SECTION 3. PARTICIPATING ENTITIES

The Parties to this Agreement are the political subdivisions in King County entitled to direct payment of Opioid Funds pursuant to the National Settlement Agreements derived from the Opioid Litigation.

SECTION 4. CREATION OF THE KING COUNTY REGIONAL OAC

Consistent with the MOU Exhibits A, B and C, the Parties create and establish the OAC to perform the duties and functions set forth in the MOU and herein.

A. OAC Members

1. **Membership** – Representation on the OAC shall be roughly proportional to Opioid Fund distribution with a total of four party representatives: two from King County, one from the City of Seattle, and one chosen by the remaining Parties. All persons who serve on the OAC must have prior work or educational experience pertaining to one or more of the Approved Purposes.
2. **Chair** – As the OAC Administrator, one of the King County representatives to the OAC shall be the chairperson to preside at and lead all meetings of the OAC and to act as the representative of the OAC in any matters contemplated by the MOU. The chairperson is entitled to vote on all OAC business and at King County's discretion, the role of chairperson may alternate between the two King County OAC representatives.
3. **OAC Vacancies** – In the event the OAC has a vacancy, the Party or Parties whose representative vacated the position shall select a new member for the OAC.
4. **Alternates** – Parties may designate alternate representatives to serve on the OAC in the absence of the Party or Parties' primary representative. Alternates must meet the same work/educational experience requirements as primary representatives.

B. Duties of the OAC

1. **Oversight** – As provided in this Agreement, the OAC shall monitor distribution, expenditure, re-allocation, and dispute resolution related to the Parties' allocations of Opioid Funds for Approved Purposes within the King County Region.
2. **Data Requirements** – The OAC shall determine what data and in what form and under what timelines the Parties must provide to the OAC Administrator regarding the Parties' Opioid Fund allocation expenditures.
3. **Reports** – The OAC shall annually review reports prepared by the OAC Administrator of the Parties' Opioid Funds allocation expenditures for compliance with the Approved Purposes and the terms of the MOU and any Settlement.
4. **Re-Allocation of Opioid Funds** – If the OAC is notified that a Party will forego some or all of its allocation of Opioid Funds, the OAC shall:
 - (i) Request and then approve or deny proposals from other Parties and/or community groups for use of the allocation within the King County Region; and

- (ii) Direct the trustee responsible for releasing Opioid Funds to distribute the allocation to the Party(ies) and/or community group(s) whose proposals were approved by the OAC.
- 5. **Reporting** – The OAC shall report and make publicly available all decisions on Opioid Fund allocation and re-allocation applications, proposals, distributions, and expenditures by the OAC and the Parties.
- 6. **Dashboard** – The OAC shall develop and maintain a centralized public dashboard or other repository for the publication of expenditure data from the OAC and the Parties that receive Opioid Funds. The dashboard or repository shall be updated at least annually.
- 7. **Outcome Data** – If necessary, the OAC shall require and collect additional outcome-related data from the Parties to evaluate the use of the Opioid Funds.
- 8. **Complaints** – The OAC shall establish a process for hearing complaints and resolving disputes by Parties regarding the alleged failure of the OAC or a Party to (1) use Opioid Funds for Approved Purposes or (2) comply with reporting requirements.
- 9. **Noncompliance** – If the OAC finds that a Party’s expenditure of its allocation of Opioid Funds did not comply with the Approved Purposes or the MOU, or that the Party otherwise misused its allocation of Opioid Funds, the OAC may take remedial action against the alleged offending Party. Such remedial action is left to the discretion of the OAC and may include notifying the Settlement Fund Administrator of the noncompliant expenditure(s) and requesting suspension of direct payments to the offending Party and redistribution of that Party’s remaining allocation of Opioid Funds to the other Parties.

C. Duties of the OAC Administrator

- 1. **Receipt of Expenditure Reports** – The OAC Administrator shall receive and maintain the expenditure reports provided by the Parties pursuant to Section B.5 and shall provide them to the members of the OAC for the annual review required under Section C.2.
- 2. **Re-Allocation** – The OAC Administrator shall be responsible for requesting proposals, notifying the Settlement trustee as required, and maintaining records of distribution decisions for Opioid Funds subject to re-allocation under Section C.3.
- 3. **Reporting** –
 - (i) The OAC Administrator shall fulfill the OAC’s responsibilities for collecting data, preparing reports, and making information publicly available, including through the development, maintenance, and annual updating of a centralized public dashboard or other repository.
 - (ii) The OAC Administrator shall set deadlines for the Parties to submit data to the OAC and the OAC shall not be responsible for any deficiencies in data or reports due to the failure of a Party to meet those deadlines or the reporting requirements under Section D.
 - (iii) Nothing in this Section C shall relieve a Party of its responsibilities to maintain, report, and produce data or records as required by Section D, the MOU, and/or any Settlement.

4. **Outcome Data** – If the OAC determines that outcome-related data will be collected, the OAC Administrator will receive such data from the Parties and prepare any related reports as directed by the OAC.
5. **Records Retention** – The OAC Administrator shall maintain OAC records for no less than five (5) years and shall make such records available for review by other Parties or the public. Records requested by the public shall be produced in accordance with the Washington Public Records Act, chapter 42.56 RCW. Nothing in this section supplants any Party's obligations to retain and produce its own records as provided in this Agreement.
6. **Accounting of Administrative Expenses** – The OAC Administrator shall prepare the annual accounting of OAC administrative expenses.

D. Duties of the Parties

1. **Notice of OAC Representative** – Parties shall notify the OAC Administrator of its OAC representative and alternate, if any, and shall timely fill vacancies.
2. **Use and Distribution of Opioid Funds** – Parties shall maintain full discretion over the use and distribution of their allocation of Opioid Funds, provided the Opioid Funds are used solely for Approved Purposes.
3. **Notice to Forego Allocation** – If a Party chooses to forego its allocation of Opioid Funds, it will notify the OAC so the funds can be re-allocated as provided in Section B.4. A Party's notice that it will forego its allocation of Opioid Funds shall apply to all future allocations unless the Party notifies the OAC otherwise. A Party is excused from the reporting requirements set forth in this Agreement for any allocation of Opioid Funds it foregoes.
4. **Allocation Amount** – If a Party disputes the amount it receives from its allocation of Opioid Funds, the Party shall resolve the dispute with the Settlement Fund Administrator. However, the Party shall alert the OAC within sixty (60) days of discovering the information underlying the dispute. Failure to alert the OAC within this timeframe shall not constitute a waiver of the Party's right to seek recoupment of any deficiency in its allocation.
5. **Collaboration** – Parties may agree and elect to share, pool, or collaborate with their respective allocation of Opioid Funds as long as such sharing, pooling, or collaboration is used for Approved Purposes and complies with the MOU and the Settlements.
6. **Proposal Methodology** – Parties shall develop and implement a methodology for obtaining, receiving, and reviewing proposals for use of their allocation of Opioid Funds.
7. **Community-Based Input** – Parties shall ensure an opportunity for community-based input on priorities for Opioid Fund allocation strategies.
8. **Reporting** – Parties shall report to the OAC Administrator on all expenditures of Opioid Fund allocations. The specific data to be provided shall be determined by the OAC.
9. **OAC Administrative Payment** – As further described in Section 6, each Party shall contribute 10% of its annual Opioid Funds allocation to pay for OAC Administrative Costs.

10. **Party's Administrative Costs** – After the 10% OAC Administrative Costs contribution, the administrative costs for a Party to administer its allocation of Opioid Funds shall not exceed 10% of the remaining allocation or actual costs, whichever is less.

11. **Records Retention** – Parties shall maintain all records related to the receipt and expenditure of Opioid Funds for no less than five (5) years and shall make such records available for review by other Parties, the OAC, or the public. Records requested by the public shall be produced in accordance with the Washington Public Records Act, chapter 42.56 RCW. Records requested by another Party or the OAC shall be produced within twenty-one (21) days of the date the record request was received. Nothing in this Agreement supplants any Party's obligations under the Washington Public Records Act.

SECTION 5. OAC ACTION

- A. The OAC shall take action by way of motion and such motions shall be adopted if approved by a favorable majority vote.
- B. Any action by the OAC shall not be effective unless approved by a quorum of the members. The OAC quorum shall be a simple majority of its members.

SECTION 6. FINANCING OF OAC ADMINISTRATIVE COSTS

- A. The OAC Administrator shall act as the fiscal agent for the OAC and shall hold funds and pay, either directly or through reimbursement, administrative costs related to the OAC ("OAC Administrative Costs").
- B. Each Party shall contribute 10% of its allocation of Opioid Funds to an appropriate fund or account held by King County Treasury to pay for OAC Administrative Costs. The OAC Administrator shall annually calculate and notify King County Treasury of the amount of each Party's required contribution. Within 90 (ninety) days of receiving notification, King County Treasury shall transfer the appropriate amounts from each Party's Real Estate Excise Tax (REET) account to the OAC Administrative Costs fund or account.
- C. Each Party's share of responsibility for annual OAC Administrative Costs shall be proportionate to the number of Opioid Funds the Party received in that year as compared to the amount received by other Parties.
- D. OAC administrative expenses shall not exceed 10% of the Parties' combined annual Opioid Funds received or actual costs, whichever is less. This does not preclude a Party from using 10% of its remaining allocation of Opioid Funds, after it's OAC Administrative Cost contribution, for its own administrative costs as outlined in the MOU and in Section D.10.

- E. In the first quarter of each year beginning in 2024, OAC Administrator shall provide the Parties with an annual accounting for the prior year of all actual OAC Administrative Costs along with the allocation showing each Party's proportionate share of the costs.
- F. If the amount contributed by a Party to the OAC Administrative Costs fund under Section 6.B in a year exceeds that Party's proportionate share of the OAC Administrative Costs for that year, King County Treasury shall retain some or all of the excess amount in the OAC Administrative Costs fund for payment of OAC Administrative Costs in later years and reduce that Party's required contribution for the following year by that same amount. Any excess contributions remaining in the fund after termination and payment of all OAC Administrative Costs will be returned to the contributing Party for use as authorized by the MOU.

SECTION 7. DURATION

This Agreement shall be effective for the time period that the political subdivisions receive payments under any of the current Opioid Litigation claims and shall continue to be effective until one year after the final payment of such funds.

SECTION 8. TERMINATION

This Agreement shall be self-terminating one year after the final distribution of funds and all reporting finalized through or by the Parties to the MOU.

SECTION 9. MODIFICATIONS OR AMENDMENTS

This Agreement may be amended as follows:

- (1) The OAC shall provide all Parties with written notice of the proposed amendment.
- (2) Any Party objecting to the amendment shall have ninety (90) days to provide the OAC with a written objection.
- (3) If one or more Party(ies) objects, the proposed amendment is rejected.
- (4) If no Party objects to the proposed amendment within 90 days of the notice described in (1) above, the OAC shall schedule a vote on the proposed amendment.
- (5) If unanimously approved by all four members of the OAC, the amendment is adopted and effective immediately.
- (6) If an amendment is adopted, the OAC shall provide the Parties with written notice of the amendment and the effective date.

Notwithstanding the above, the OAC may by unanimous vote of all four OAC members and without prior notice to the Parties, amend the definitions of Opioid Litigation and National Settlement Agreements in order to make this Agreement applicable to future opioid litigation settlements. Any modifications or amendments to the Agreement must be consistent with the terms of the MOU and the Settlements.

SECTION 10. HEADINGS

The article headings in this Agreement have been inserted solely for the purpose of convenience and ready reference. In no way do they purport to, and shall not be deemed to, define, limit, or extend the scope or intent of the articles to which they appertain.

SECTION 11. ENTIRE AGREEMENT

This Agreement may be executed in any number of counterparts, each of which, when so executed and delivered, shall be an original, but such counterparts shall together constitute but one and the same.

This Agreement sets forth the entire agreement between the Parties with respect to the subject matter hereof and supersedes all previous discussions and agreements. Understandings, representations, or warranties not contained in this Agreement or a written amendment hereto shall not be binding on any Party.

SECTION 12. SEVERABILITY

In the event any term or condition of this Agreement or application thereof to any person or circumstances is held invalid, such invalidity shall not affect other terms, conditions, or applications of this Agreement which can be given effect without the invalid term, condition, or application. To this end the terms and conditions of this Agreement are declared severable.

In the event any portion of this Agreement should become invalid or unenforceable, the remainder of the Agreement shall remain in full force and effect.

SECTION 13. NON-DISCRIMINATION

The Parties, their employees, and agents shall not discriminate against any person based on any reason prohibited by Washington state or federal law as adopted or subsequently amended.

SECTION 14. COMPLIANCE WITH LAWS

The Parties shall observe all federal, state, and local laws, ordinances, and regulations, to the extent that they may be applicable to the terms of this Agreement.

SECTION 15. GOVERNING LAW; VENUE

This Agreement has and shall be construed as having been made and delivered in the State of Washington, and the laws of the State of Washington shall be applicable to its construction and enforcement. Any action at law, suit in equity, or judicial proceeding for the enforcement of this Agreement or any provisions hereto shall be instituted only in courts of competent jurisdiction within King County, Washington, unless relocation or commencement elsewhere is required by law.

WHEREFORE, the undersigned executive authorities do hereby approve and adopt the Agreement as set forth herein.

Done on this ____ day of _____, 2023.

Name and Title _____
On Behalf Of _____



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-106
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Finance	Kelley Cochran	425-556-2748
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DEPARTMENT STAFF:

N/A	N/A	N/A
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TITLE:

Approval of Reappointments to Community Facilities District (CFD) 2014-01 Board of Supervisors

OVERVIEW STATEMENT:

Community Facilities District (CFD) 2014-01 was established on July 15, 2014, as a partnership between the City of Redmond, Microsoft, and Sound Transit to fund and construct improvements at the Overlake Transit Center (OTC), including a pedestrian bridge over SR 520 and 156th Avenue NE. Under CFD regulations, the Redmond City Council must approve reappointments to the CFD Board of Supervisors.

Council is asked to confirm the reappointments of Council President Vanessa Kritzer, Councilmember Melissa Stuart, and Microsoft representative Mike Behn to the Community Facilities District (CFD) 2014-01 Board of Supervisors. Their current terms expire August 31, 2025, and their new terms will be September 1, 2025-August 31, 2028.

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

REQUESTED ACTION:

☐ Receive Information ☐ Provide Direction ☒ Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
CFD 2014-01 Formation and Commitment to Fund documentation.
- **Required:**
Community Facilities Districts are governed under RCW 36.145.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

On August 19, 2014, the Redmond City Council appointed the Board of Supervisors for the newly formed CFD 2014-01. Members first appointed to the Board of Supervisors served for one and two years respectively from the date of their appointments, after which the term of office for each supervisor is three years or until a successor is appointed. The CFD 2014-01 Board of Supervisors is made up of three members of the Redmond City Council and two Microsoft representatives.

A history of CFD 2014-01 Board of Supervisors appointments and reappointments can be found in attachment A.

With this approval, the Redmond City Council will confirm the reappointment of Council President Kritzer, Councilmember Stuart, and Microsoft representative Mike Behn for three-year terms, September 1, 2025-August 31, 2028.

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:
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
6/10/2025	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

*Verbal discussion during Budget Process Update agenda item

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

The current terms of Council President Kritzer, Councilmember Stuart, and Microsoft representative Mike Behn expire August 31, 2025. Reappointments to the CFD 2014-01 Board of Supervisors should be approved before August 31, 2025, to ensure a full quorum.

ANTICIPATED RESULT IF NOT APPROVED:

If the reappointments are not approved, the CFD would not have quorum and would be unable to meet and conduct business.

ATTACHMENTS:

Attachment A: Community Facilities District (CFD) 2014-01 Board of Supervisors Appointment and Reappointment History

Community Facilities District (CFD) 2014-01 Board of Supervisors Appointment & Reappointment History

CFD 2014-01 Formation and Board of Supervisors Requirements

Community Facilities District (CFD) 2014-01 was formed on July 15, 2014, with resolution 1411. Per resolution 1411, pursuant to RCW 36.145.080, a five-member CFD Board of Supervisors was created, consisting of three members of the Redmond City Council and two representatives nominated by the petitioner (Microsoft). The supervisors shall be appointed by the Redmond City Council, and the term of office of each supervisor shall be three years and until a successor is appointed, except that the terms of the supervisors initially appointed shall be staggered as follows, as provided in their appointments: one member representing the Redmond City Council and one petitioner representative shall each serve a one-year term, and the other two members representing the Redmond City Council and the other petitioner representative shall each serve two-year terms.

CFD 2014-01 Board of Supervisors Appointments & Reappointments

August 19, 2014

- The Redmond City Council approved the appointment of the following initial CFD 2014-01 supervisors to one-year terms:
 - Kim Allen, Redmond City Council Vice President
 - Don Marcy, Vice President, Cairncross & Hemplemann
- The Redmond City Council approved the appointment of the following initial CFD 2014-01 supervisors to two-year terms:
 - Hank Margeson, Redmond City Council President
 - John Stilin, Redmond City Council
 - Jim Stanton, AICP, Senior Community Affairs Manager, Microsoft

August 18, 2015

- The Redmond City Council approved the reappointment of one-year termed members Redmond City Council Vice President Kim Allen and Microsoft representative Don Marcy to three-year terms, expiring August 2018.

July 19, 2016

- The Redmond City Council approved the reappointment of two-year termed members Council President Hank Margeson, Council Vice President John Stilin, and Microsoft representative Jim Stanton to three-year terms, expiring August 2019.

**As part of the reappointment approval, the Redmond City Council also approved standardization of term dates for administrative consistency and tracking purposes. All term end dates were adjusted to August 31 of each last term year, and all new term starts became September 1 of each term renewal.*

**Community Facilities District (CFD) 2014-01
Board of Supervisors Appointment & Reappointment History**

February 21, 2017

- The Redmond City Council approved the appointment of Councilmember David Carson to serve on the Board of Supervisors for the remainder of Councilmember Kim Allen's term, expiring August 31, 2018.

January 2, 2018

- The Redmond City Council approved the appointment of Council President Angela Birney to serve on the Board of Supervisors for the remainder of Council Vice President Stilin's term, expiring August 31, 2019.

June 19, 2018

- The Redmond City Council approved the reappointment of Microsoft representative Don Marcy and Council Vice President David Carson to three-year terms, expiring August 31, 2021.

September 17, 2019

- The Redmond City Council approved the reappointment of Councilmember Hank Margeson, Council President Angela Birney, and Microsoft representative Jim Stanton for three-year terms, expiring August 31, 2022.

February 18, 2020

- The Redmond City Council approved the appointment of Council President Tanika Padhye and Councilmember Vanessa Kritzer to serve on the Board of Supervisors beginning immediately to complete the remainder of former Councilmember Hank Margeson and former Council President (and now Mayor) Angela Birney's terms, expiring August 31, 2022.

August 17, 2021

- The Redmond City Council approved the appointment of Microsoft representative Marcia Jones to serve out Microsoft representative Jim Stanton's term, expiring August 31, 2022.
- The Redmond City Council approved the reappointment of Councilmember David Carson and Microsoft representative Don Marcy to new three-year terms, expiring August 31, 2024.

January 18, 2022

- The Redmond City Council approved the appointment of Councilmember Melissa Stuart to complete a vacant, remaining term, previously held by Council President Tanika Padhye, expiring August 31, 2022.

Community Facilities District (CFD) 2014-01
Board of Supervisors Appointment & Reappointment History

September 6, 2022

- The Redmond City Council approved the reappointment of Council Vice President Vanessa Kritzer, Councilmember Melissa Stuart, and Microsoft representative Marcia Jones (Microsoft's Senior Real Estate and Land Use Manager) to serve on the Board of Supervisors for three-year terms, expiring August 31, 2025.

January 16, 2024

- The Redmond City Council approved the appointment of Councilmember Osman Salahuddin to the Board of Supervisors to complete the remainder of the term of former Councilmember David Carson, expiring August 31, 2024.

July 16, 2024

- The Redmond City Council approved the appointment of Mike Behn, representative of Microsoft, to the Board of Supervisors to complete the term of previous Microsoft representative Marcia Jones, expiring August 31, 2025.
- The Redmond City Council approved the reappointments of Councilmember Osman Salahuddin and Microsoft representative Don Marcy for 3-year terms, September 1, 2024-August 31, 2027.



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-107
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Finance	Kelley Cochran	425-556-2748
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DEPARTMENT STAFF:

Finance	Haritha Narra	Deputy Finance Director
Finance	Adam O'Sullivan	Financial Services Manager

TITLE:

Amendment of Resolution 1604, Section 1.6) Bidding Thresholds and Authority, for Purchases of Public Works, and Section 2) Small Works Roster

- a. Resolution No. 1608: A Resolution of the City Council of the City of Redmond, Washington, Amending Resolution No. 1604, Section 1.6) Bidding Thresholds and Authority, for Purchases of Public Works, and Section 2) Small Works Roster, and Establishing an Effective Date

OVERVIEW STATEMENT:

Resolution No. 1604 should be updated to align with recent RCW changes. The proposed updates include the following revisions.

Section 1.6: Bidding Thresholds and Authority - For Purchases of Public Works

Under RCW 35.23.352, the statutory bid limits for purchases without competitive bidding have increased to \$75,500 (previously \$40,000) for a single craft or trade, and to \$150,000 (previously \$116,155) for multiple crafts or trades.

Section 2: Small Works Roster

Under RCW 39.04.152 (replacing repealed RCW 39.04.155), the small works roster process may be used for public works projects with an estimated cost up to \$350,000 (previously \$300,000), allowing the City to forego formal sealed bidding.

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

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Purchasing Policy, Resolution No. 1503
- **Required:**
Resolutions require Council approval.
- **Council Request:**
N/A
- **Other Key Facts:**
N/A

OUTCOMES:

The proposed changes will bring the City in alignment with the latest RCWs pertaining to public works bidding requirements and small works bidding thresholds, as per RCW 35.23.352 and RCW 39.04.152.

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:
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
7/8/2025	Committee of the Whole - Finance, Administration, and Communications	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

If not approved, the City would not be following the latest legislation set forth in RCW pertaining to public works bidding thresholds and small works roster process.

ATTACHMENTS:

Attachment A: Resolution

Attachment B: Redlined Version of Bidding and Signing Approval Levels

**CITY OF REDMOND
RESOLUTION NO. XXXX**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY
OF REDMOND, WASHINGTON, AMENDING RESOLUTION
NO. 1604, SECTION 1.6) BIDDING THRESHOLDS AND
AUTHORITY, FOR PURCHASES OF PUBLIC WORKS, AND
SECTION 2) SMALL WORKS ROSTER, AND
ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the City Council passed Resolution No. 1604, and now desires to update its procurement policies to align with bid thresholds for public works contracts and small works roster projects as per RCW 35.23.352 and 39.04.152 (replacing repealed RCW 39.04.155); and

WHEREAS, the City Council desires to amend section 1.6) Bidding Thresholds and Authority for Purchases of Public Works and Section 2) Small Works Roster. In all other respects, Resolution No. 1604 shall remain unchanged; and

WHEREAS, Redmond is a code city operating under the Revised Code of Washington (RCW) Chapter 35A; and

WHEREAS, there are no statutory bidding requirements for Redmond as a code city, when purchasing supplies, equipment, materials or services not used in connection with a public work or improvement; and

WHEREAS, the City desires to allow certain contracts to be awarded by a consultant roster process for architectural and

engineering services pursuant to RCW 39.80 and by a small works roster process for public work pursuant to RCW 39.04.152 (replacing repealed RCW 39.04.155); and

WHEREAS, in order to implement the small works roster process of RCW 39.04.152 (replacing repealed RCW 39.04.155), the City is required by law to adopt a resolution establishing specific procedures; and

WHEREAS, the City desires to provide for the award of public works contracts in the event of an emergency; and

WHEREAS, adopting changes to the procurement policies will ease the administration of procurement efforts; and

WHEREAS, the City Council now desires to institute the revised purchasing policies.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Bidding Thresholds and Authority. Purchases shall be made in accordance with the following:

1. For purchases of Public Works:

The current statutory bid limits pursuant to RCW 35.23.352 reads, competitive bidding is not required for purchases up to seventy-five thousand five hundred dollars (\$75,500) if a single craft or trade is involved, or up to one hundred fifty thousand dollars (\$150,000) if more than one craft or trade is involved. The

Mayor, or designee, shall execute and accept such contracts up to seventy-five thousand five hundred dollars (\$75,500) for a single craft or trade, or up to one hundred fifty thousand dollars (\$150,000) for multiple crafts or trades.

Pursuant to Section 2 (Small works Roster) of this resolution, and in accordance with the current statutory bid limit in effect for RCW 39.04.152 (replacing repealed RCW 39.04.155), purchases up to three hundred fifty thousand dollars (\$350,000) may be made using the small works roster process, or by a formal bidding process. Purchases exceeding three hundred fifty thousand dollars (\$350,000) shall require a formal bidding process. The Mayor, or designee, shall execute and accept such contracts up to three hundred thousand dollars (\$300,000). The City Council shall award and accept such contracts that exceed three hundred thousand dollars (\$300,000). This resolution does not alter the existing Council approval authority for Public Works contracts.

The Mayor, or designee, shall have the authority to execute change orders for public works contracts. For public works contracts that exceed three hundred thousand dollars (\$300,000), the Mayor or designee may, in his or her discretion, submit a change order for approval to the City Council when the cumulative change orders on the contract would exceed ten percent (10%) of the original contract amount.

Section 2. Small Works Roster. The Mayor, or designee, may contract with an entity that provides roster services and adopt for City use a shared electronic database that maintains a small public works roster in accordance with the requirements of RCW 39.04.152 (replacing repealed RCW 39.04.155). The following small works roster procedures are established for use by the City pursuant to the procedures then in effect for RCW 39.04.152 (replacing repealed RCW 39.04.155):

1. Cost. The City need not comply with formal sealed bidding procedures for the construction, building, renovation, remodeling, alteration, repair, or improvement of real property where the estimated cost does not exceed three hundred fifty thousand dollars (\$350,000), or the current statutory bid limit set forth in RCW 39.04.152 (replacing repealed RCW 39.04.155). Instead, the City may use the small works roster procedures for public works projects as set forth herein. The breaking of any project into units or accomplishing any projects by phases is prohibited if it is done for the purpose of avoiding the maximum dollar amount of a contract that may be let using the small works roster process.

2. Number of Rosters. The City may create a single general small works roster, or may create a small works roster for different specialties or categories of anticipated work. The City may also use other electronic rosters through an intergovernmental agreement

with an entity that provides roster services. The small works roster(s) may make distinctions between contractors based upon different geographic areas served by the contractor.

3. Contractors on Small Works Roster(s). The small works roster(s) shall consist of all responsible contractors who have requested to be on the roster(s), and where required by law are properly licensed or registered to perform such work in this state. Contractors desiring to be placed on a roster must comply with all roster requirements and maintain current records of any applicable licenses, certifications, registrations, bonding, insurance, and other information on file with the roster. Responsible contractors shall be added to an appropriate roster at any time that they submit a written request and the necessary records. The City may require master contracts to be signed that become effective when a specific award is made using a small works roster.

4. Publication. At least once a year, the City, or an entity that provides roster services on behalf of the City, shall publish in a newspaper of general circulation within the jurisdiction a notice of the existence of the roster(s) and solicit the names of contractors for such roster(s).

5. Telephone, Written, or Electronic Quotations. The City shall obtain telephone, written, or electronic quotations from contractors on the appropriate small works roster to assure that a

competitive price is established, using the rules and procedures defined in RCW 39.04.152 (replacing repealed RCW 39.04.155). Quotations may be invited from all appropriate contractors on the appropriate small works roster. As an alternative, quotations may be invited from at least five (5) contractors on the appropriate small works roster who have indicated the capability of performing the kind of work being contracted, in a manner that will equitably distribute the opportunity among the contractors on the appropriate roster. If the estimated cost of the work is from one hundred fifty thousand dollars \$150,000 to three hundred fifty thousand dollars (\$350,000), or the current statutory limits set forth in RCW 39.04.152 (replacing repealed RCW 39.04.155), the City may choose to solicit bids from less than all the appropriate contractors on the appropriate small works roster but must notify the remaining contractors on the appropriate small works roster that quotations on the work are being sought. Immediately after an award is made, the bid quotations obtained shall be recorded, open to public inspection, and available by telephone inquiry.

6. The limited public works process is no longer an option for local government agencies. This process was formerly authorized by RCW 39.04.155, which was repealed and replaced with the new small works roster processes as of July 1, 2024. The new roster processes are contained in RCW 39.04.151-.152 and do not include any

provisions for limited public works.

7. Award. The City shall award all contracts to the lowest responsible bidder as defined in RCW 39.04.010 and RCW 39.04.350. The City reserves the right to reject any and all bids. In accordance with these small works roster procedures, and in accordance with the contract approval authority for public works contracts, the Mayor, or designee, shall execute and accept such contracts up to three hundred thousand dollars (\$300,000), or the current statutory bid limit in effect for RCW 39.04.152 (replacing repealed RCW 39.04.155). The City Council shall award and accept such contracts that exceed three hundred thousand dollars (\$300,000).

Section 3. Competitive Bidding Exemptions. In accordance with RCW 39.04.280, occasions may arise where competition among potential vendors is not required, including:

1. Emergencies. In the event of an emergency as defined in RCW 39.04.280, the Mayor, or designee, shall declare an emergency situation exists, waive competitive bidding requirements, and award all necessary contracts on behalf of the City to address the emergency situation. An "emergency" means any unforeseen circumstance beyond the control of the City that either: (a) presents a real, immediate threat to the proper performance of essential functions; or (b) will likely result in material loss or damage to property, bodily injury, or loss of life if immediate

action is not taken. If a contract is awarded without competitive bidding due to an emergency, a written finding of the existence of an emergency must be made by the City Council or the Mayor and duly entered of record no later than two (2) weeks following the award of the contract.

2. Sole Source. As defined in RCW 39.04.280, sole source procurements may be made without soliciting other bids or quotations when: (a) the purchase is clearly and legitimately limited to a single supplier; or (b) there are special facilities or market conditions that result in only one source. The rationale for waiving the use of a competitive process due to a sole source procurement must be documented and provided to the Purchasing Department prior to contract award. The Mayor, or designee, shall execute sole source contracts up to fifty thousand dollars (\$50,000). The City Council shall award sole source contracts that exceed fifty thousand dollars (\$50,000).

Section 4. Intergovernmental Agreements. Pursuant to RCW 39.34, the City may enter into intergovernmental agreements with other localities. In accordance with RCW 39.34.040, all intergovernmental agreements must be listed on the City's website or other electronically retrievable public source.

1. Cooperative Purchasing Agreements. Under RCW 39.34, the City may make purchases using another agency's purchasing contract,

in the interest of cooperatively sharing resources. The City may piggyback on other local, state, and federal contracts, as well as various purchasing consortiums, which shall satisfy the City's own bidding requirements. The Mayor, or designee, shall execute cooperative purchasing agreements.

2. Interlocal and Interagency Agreements. Under RCW 39.34, the City may contract with other public agencies to perform governmental activities and deliver public services. The City Council shall award interlocal and interagency agreements.

Section 5. Severability. If any section, sentence, clause or phrase of this resolution should be held to be invalid or unconstitutional by a court or competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this resolution.

Section 6. Effective Date. This resolution will be effective immediately upon passage.

Section 7. Amend. Resolution No. 1604 of the City of Redmond, passed by the City Council on May 20, 2025, is hereby amended.

ADOPTED by the Redmond City Council this ____ day of ____
_____, 2025.

APPROVED:

ANGELA BIRNEY, MAYOR

ATTEST:

CHERYL XANTHOS, MMC, CITY CLERK

(SEAL)

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
RESOLUTION NO:

Bidding and Signing Approval Levels

Last Updated: June 2025
Resolution No. 1604



Type of Purchase	Project Amount	Competitive Pricing Desirable Process	Who Approves/Signs?	Project Amount	Quotes/Informal Proposals Process	Who Approves/Signs?	Project Amount	Formal Competitive Process Process	Who Approves/Signs?
Operating Supplies & Equipment	Up to \$10,000	Informal quotes are not required but encouraged to obtain best pricing.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director or Designee	\$10,001-\$200,000	Solicit 3 written bids. Director may waive use of competitive process by completing the Justification form.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor	Over \$200,000	Issue Invitation for Bid or Request for Proposal. Mayor or designee may waive use of competitive process by completing the Justification form.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor <u>Council Approval:</u> None
Operating Services, Repair & Maintenance, and General Services	Up to \$10,000	Informal quotes are not required but encouraged to obtain best pricing.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director or Designee	\$10,001-\$50,000	Solicit 3 written bids. Director may waive use of competitive process by completing the Justification form.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor	Over \$50,000	Issue Invitation for Bid or Request for Proposal. Mayor or designee may waive use of competitive process by completing the Justification form.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor <u>Council Approval:</u> None

Bidding and Signing Approval Levels

Last Updated: June 2025
Resolution No. 1604



Type of Purchase	Project Amount	Competitive Pricing Desirable Process	Who Approves/Signs?	Project Amount	Quotes/Informal Proposals Process	Who Approves/Signs?	Project Amount	Formal Competitive Process Process	Who Approves/Signs?
Professional Services	Up to \$10,000	Informal quotes are not required but encouraged to obtain best pricing.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director or Designee	\$10,001-\$50,000	Solicit 3 written bids. Director may waive use of competitive process by completing the Justification form.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor	Over \$50,000	Issue Invitation for Bid or Request for Proposal. Mayor or designee may waive use of competitive process by completing the Justification form.	<u>Purchase Req:</u> NBU Owner (Council provides authorization for the Mayor or Designee to sign)
Professional Services – Technology Services as defined in RCW 39.04.270 <i>Approval from TIS Department required for all software or technology related purchases.</i>	Up to \$10,000	Informal quotes are not required but encouraged to obtain best pricing.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director or Designee	\$10,001-\$50,000	Solicit 3 written bids. Director may waive use of competitive process by completing the Justification form. If vendor chosen by competitive negotiation, must post RFP.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor	Over \$50,000	Issue Invitation for Bid or Request for Proposal. Mayor or designee may waive use of competitive process by completing the Justification form. Vendor may be chosen via a competitive negotiation rather than lowest bid.	<u>Purchase Req:</u> NBU Owner (Council provides authorization for the Mayor or Designee to sign)

Bidding and Signing Approval Levels

Last Updated: June 2025
Resolution No. 1604



Type of Purchase	Project Amount	Competitive Pricing Desirable Process	Who Approves/Signs?	Project Amount	Quotes/Informal Proposals Process	Who Approves/Signs?	Project Amount	Formal Competitive Process Process	Who Approves/Signs?
Instructional and Artistic Services	Up to \$10,000	Informal quotes are not required but encouraged to obtain best pricing.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director or Designee	\$10,001-\$75,000	Solicit 3 written bids. Director may waive use of competitive process by completing the Justification form. Contracts over \$25,000 required to have cost recovery.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director or Designee	Over \$75,000	Issue Invitation for Bid or Request for Proposal. Mayor or designee may waive use of competitive process by completing the Justification form. Contracts over \$25,000 required to have cost recovery.	<u>Purchase Req:</u> NBU Owner (Council provides authorization for the Mayor or Designee to sign)

Bidding and Signing Approval Levels

Last Updated: June 2025
Resolution No. 1604



Type of Purchase	Project Amount	Competitive Pricing Desirable Process	Who Approves/Signs?	Project Amount	Quotes/Informal Proposals Process	Who Approves/Signs?	Project Amount	Formal Competitive Process Process	Who Approves/Signs?
Contract Renewals (Non-Public Work)	Up to \$10,000	None if original agreement contained a renewal or extension provision.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director, Finance Director or COO	\$10,001-\$50,000	None if original agreement contained a renewal or extension provision. Otherwise, see applicable purchase type for bidding requirements.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor	Over \$50,000 additional	None if original agreement contained a renewal or extension provision. Otherwise, see applicable purchase type for bidding requirements.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor <u>Council Approval:</u> None if original agreement contained a renewal or extension provision. Otherwise, Council approval required if (a) contract was not initially routed to Council but now the total cumulative contract amount is greater than the Council approval threshold for the purchase type; or (b) contract was routed to Council and now the total cumulative amendment amount exceeds the Council approval threshold.

Bidding and Signing Approval Levels

Last Updated: June 2025
Resolution No. 1604



Type of Purchase	Project Amount	Competitive Pricing Desirable Process	Who Approves/Signs?	Project Amount	Quotes/Informal Proposals Process	Who Approves/Signs?	Project Amount	Formal Competitive Process Process	Who Approves/Signs?
Sole Source RCW 39.04.280	Up to \$10,000	Complete the Non-Competitive Procurement Justification form available on the City's intranet.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director or Designee	\$10,001-\$50,000	Complete the Non-Competitive Procurement Justification form available on the City's intranet.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Finance Director, COO or Mayor	Over \$50,000	Complete the Non-Competitive Procurement Justification form available on the City's intranet.	<u>Purchase Req:</u> NBU Owner <u>Council Approval:</u> Agreement Over \$50,000 (Council provides authorization for the Mayor or Designee to sign)
Intergovernmental Cooperative Purchasing Agreements		No requirement for competition when purchasing from a State contract or through an approved interlocal agreement for items approved through the budget process.	<u>Cooperative Agreement:</u> Finance Director or Fiscal Services Manager Use purchase type for approval of Agreements sourced through approved Interlocal Agreements.						

Bidding and Signing Approval Levels

Last Updated: June 2025
Resolution No. 1604



Type of Purchase	Project Amount	Competitive Pricing Desirable Process	Who Approves/Signs?	Project Amount	Quotes/Informal Proposals Process	Who Approves/Signs?	Project Amount	Formal Competitive Process Process	Who Approves/Signs?
Interlocal (Interagency) Agreements, Grants		No requirement for competition, unless grant specifies differently	<u>Council Approval</u> : All <u>Agreement</u> : Council provides authorization for the Mayor or designee to sign						
Architectural and Engineering Services RCW 39.80	Up to \$10,000	Advertise or review at least one Statement of Qualifications.	<u>Purchase Req</u> : NBU Owner <u>Agreement</u> : Director, Finance Director or COO	\$10,001-\$50,000	Advertise or review at least 3 Statements of Qualifications from the current roster.	<u>Purchase Req</u> : NBU Owner <u>Agreement</u> : Director, Finance Director or COO	Over \$50,000	Advertise or review at least 3 Statements of Qualifications from the current roster.	<u>Purchase Req</u> : NBU Owner (Council provides authorization for the Mayor or Designee to sign)

Bidding and Signing Approval Levels

Last Updated: June 2025
Resolution No. 1604



Type of Purchase	Project Amount	Competitive Pricing Desirable Process	Who Approves/Signs?	Project Amount	Quotes/Informal Proposals Process	Who Approves/Signs?	Project Amount	Formal Competitive Process	Who Approves/Signs?
Public Works RCW 39.04 & 35.23.352 Amounts may be adjusted to match revisions in RCW limits. All amounts must include sales tax.	Less than \$75,500 \$40,000 single craft or Less than \$150,000 \$116,155 multiple craft	Formal competitive process not required; however, preference is to obtain several quotes.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director, Finance Director or COO	Greater than \$75,500 \$40,000 single craft or \$150,000 \$116,155 multiple craft but less than \$350,000 \$300,000	Formal competitive bidding or small works roster, including the limited public works process , may be used if developed in accordance with RCW 39.04.152. For the limited public works process (up to \$50,000), solicit 3 written bids.	<u>Purchase Req:</u> NBU Owner <u>Agreement:</u> Director, Finance Director or COO if less than \$300,000; <u>Council provides authorization for the Mayor or Designee to sign if over \$300,000</u>	Over \$350,000 \$300,000	Formal competitive bid process.	<u>Purchase Req:</u> NBU Owner (Council provides authorization for the Mayor or Designee to sign)

Bidding and Signing Approval Levels

Last Updated: June 2025
Resolution No. 1604



Type of Purchase	Project Amount	Competitive Pricing Desirable Process	Who Approves/Signs?	Project Amount	Quotes/Informal Proposals Process	Who Approves/Signs?	Project Amount	Formal Competitive Process Process	Who Approves/Signs?
Change Orders on Public Works	Total Project <= \$300,000 Increase keeps total to <= \$300,000 Increase takes total > \$300,000	If agreement has a contingency amount clearly noted in the agreement language, Director or designee may sign until amount exceeds. Then these rules apply.	<u>Agreement:</u> Director or Designee Finance Director, COO or Mayor						
Change Orders on Public Works	Total Project > \$300,000 Accum. increase <= 10% of project cost Accum. Increase > 10% of project cost	If agreement has a contingency amount clearly noted in the agreement language, Director or designee may sign until amount exceeds. Then these rules apply.	<u>Agreement:</u> Director or Designee Finance Director, COO or Mayor. May require Council authorization.						



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-108
Type: Consent Item

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

Finance	Kelley Cochran	425-556-2748
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DEPARTMENT STAFF:

Finance	Haritha Narra	Deputy Finance Director
Finance	Hailey Zurcher	Financial Planning Manager

TITLE:

Adoption of an Ordinance for the 2025-2026 Budget Adjustment #2

- a. Ordinance No. 3224: An Ordinance of the City Council of the City of Redmond, Washington, Amending Ordinance No. 3196 and 3215, by Making Adjustments to the City's 2025-2026 Biennial Budget, in Exhibit 1

OVERVIEW STATEMENT:

An Ordinance amending Ordinance No. 3196 and 3215 by adjusting the City's 2025-2026 Biennial Budget to true-up beginning fund balances. In the first year of each biennium, budgeted beginning fund balances are reconciled with the actual beginning fund balances for each fund. A budget adjustment is required to formally recognize the difference in each fund. The budget adjustment included in this ordinance formally recognizes these differences in the Capital Investment, Utility, Special Revenue, Internal Service and Debt Service Funds, and the sub-funds of the General Fund.

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

REQUESTED ACTION:

☐ **Receive Information** ☐ **Provide Direction** ☒ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
Fiscal Policies
- **Required:**
RCW 35A.33.120 Funds-Limitations on expenditures-Transfers and adjustments.
- **Council Request:**
N/A
- **Other Key Facts:**

N/A

OUTCOMES:

This budget adjustment is necessary to align city financial records to account for Council decisions and corrections to the existing budget.

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:
\$31,744,778

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
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7/8/2025	Committee of the Whole - Finance, Administration, and Communications	Provide Direction
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Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

All budget adjustments for the 2025-2026 biennium must be approved no later than December 31, 2026.

ANTICIPATED RESULT IF NOT APPROVED:

The adopted budget would not align city financial records with decisions made and corrections in budgeted funds.

ATTACHMENTS:

Attachment A: Ordinance: 2025-2026 Budget Adjustment #2

Attachment B: Summary of 2025-2026 Budget Adjustment #2

NON-CODE

CITY OF REDMOND
ORDINANCE NO. _____

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY
OF REDMOND, WASHINGTON, AMENDING ORDINANCE NO.
3196 & 3215, BY MAKING ADJUSTMENTS TO THE
CITY'S 2025-2026 BIENNIAL BUDGET, IN EXHIBIT
1

WHEREAS, the Finance Director has identified the need to make certain revisions to the 2025-2026 biennial City budget; and

WHEREAS, the City Council has reviewed the proposed adjustments to the budget and has determined that they should be made.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF REDMOND, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Ordinance No. 3196 adopting the 2025-2026 biennial budget, passed by the City Council on November 19, 2024, and Ordinance No. 3215 amending the 2025-2026 biennial budget, is hereby amended to recognize the appropriation of the difference between actual and budgeted beginning fund balances.

Section 2. Severability. If any section, sentence, clause, or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity of any other section, sentence, clause, or phrase of this ordinance.

Section 3. Effective date. This ordinance shall take effect five (5) days after passage and publication of an approved summary thereof consisting of the title.

ADOPTED by the Redmond City Council this _____ day of _____, 20XX.

CITY OF REDMOND

ANGELA BIRNEY, MAYOR

ATTEST:

CHERYL XANTHOS, MMC, CITY CLERK

(SEAL)

APPROVED AS TO FORM:

DANIEL P. KENNY, CITY ATTORNEY

FILED WITH THE CITY CLERK:
PASSED BY THE CITY COUNCIL:
SIGNED BY THE MAYOR:
PUBLISHED:
EFFECTIVE DATE:
ORDINANCE NO.

EXHIBIT 1

Summary of 2025-2026 Budget Adjustments

Fund Number	Fund Name	2025-2026 Adopted Budget (Ord 3196)	#1 Clean Up Adjustment (Ord 3215)	#2(a) BFB Reconciliation	Revised 2023-2024 Budget
100	General Fund	\$ 339,604,752	\$ 222,038	\$ -	\$ 339,826,790
011	Arts Activity	1,086,292	-	(3,190)	1,083,101
012	Parks Maintenance & Operations	4,083,017	-	(275,817)	3,807,200
013	Community Events	1,577,749	-	(5,498)	1,572,251
019	Human Services Grant Fund	7,927,425	-	(648,939)	7,278,486
020	Fire Equipment Reserve	9,278,894	416,000	(130,457)	9,564,437
021	Operating Reserve	9,752,281	-	(322,402)	9,429,879
025	COVID Recovery Fund	313,592	-	125,912	439,504
027	Capital Replacement Reserve	5,343,965	-	1,494,723	6,838,688
030	Business Tax	21,338,326	-	3,013,814	24,352,140
031	Real Property Fund	1,786,069	-	(88,305)	1,697,764
035	Fire Levy Fund	5,591,744	-	(106,560)	5,485,184
036	Police Levy Fund	9,004,639	-	66,136	9,070,774
037	Parks Levy Fund	1,039,474	-	22,920	1,062,393
095	Parks Maintenance Projects	6,627,176	-	(144,111)	6,483,065
096	Transportation Maintenance Project	18,981,028	-	6,524,533	25,505,562
099	General Governmental Maint	26,498,144	1,000,000	(1,570,896)	25,927,248
110	Recreation Activity	7,221,324	229,500	224,086	7,674,910
115	Development Review	10,865,715	-	(806,495)	10,059,220
117	Cable Access Fund	104,647	-	(23,812)	80,835
118	Operating Grants	4,411,481	-	(199,424)	4,212,057
122	Advanced Life Support	26,173,120	888,655	(2,014,805)	25,046,971
124	Fire Donations Fund	883,165	-	5,957	889,122
125	Real Estate Excise Tax	40,538,011	-	3,368,310	43,906,321
126	Drug Enforcement	162,015	-	(518)	161,498
131	Tourism (Hotel/Motel Tax)	2,700,494	-	118,527	2,819,021
140	Solid Waste Recycling	4,468,019	-	73,654	4,541,673
150	Transportation Benefit District	14,191,779	200,000	486,659	14,878,438
233	Non-Voted GO Bonds - Parks	12,033,020	-	75,461	12,108,481
315	Parks Capital Projects	30,592,925	-	(143,509)	30,449,416
316	Transportation Capital Project	75,770,657	1,518,000	(468,318)	76,820,339
319	General Governmental Capital	37,332,798	72,500	3,083,318	40,488,616
361	CFD 2014-1	775,537	-	-	775,537
362	CFD 2016-1	12,182,863	-	-	12,182,863
401	Water/Wastewater	125,835,398	-	5,511,740	131,347,138
402	UPD - Water/Wastewater	26,150,370	-	1,207,218	27,357,588
403	Water/Wastewater Capital Proj	39,019,901	-	6,087,160	45,107,060
404	Wastewater Capital Project	16,393,572	-	87,832	16,481,404
405	Stormwater Management	46,647,647	338,603	1,781,440	48,767,690
406	Stormwater Management Capital	67,956,008	-	3,007,116	70,963,124
407	UPD - Capital Projects	17,742,556	-	1,716,953	19,459,509
408	UPD Wastewater Capital Project	19,393,717	-	1,164,547	20,558,264
501	Fleet Maintenance	13,647,662	-	(188,321)	13,459,342
510	Insurance Claims & Reserves	9,295,168	-	485,723	9,780,891
511	Medical Self Insurance	41,504,237	-	(910,180)	40,594,057
512	Worker's Compensation	10,505,323	-	(579,331)	9,925,992
520	Information Technology	36,399,461	-	641,927	37,041,388
		\$ 1,220,733,158	\$ 4,885,296	\$ 31,744,778	\$ 1,257,363,232

Notes:

Ordinance #3196 establishing the 2025-2026 budget was approved by Council on November 19, 2024.



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-109
Type: Staff Report

TO: Members of the City Council
FROM: Mayor Angela Birney
DEPARTMENT DIRECTOR CONTACT(S):

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

Public Works	Tess Wilkinson	Capital Projects Planner
Public Works	Steve Gibbs	Capital Division Manager
Public Works	Vangie Garcia	Deputy Director

TITLE:
Capital Investment Program (CIP) Project Updates - Q2 2025

OVERVIEW STATEMENT:
Public Works is providing the 2025 Quarter 2 project updates on active CIP projects. The purpose of this meeting is to provide an overview of the CIP progress and to receive feedback or answer questions about specific projects.

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

REQUESTED ACTION:

☒ **Receive Information** ☐ **Provide Direction** ☐ **Approve**

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
CIP
- **Required:**
N/A
- **Council Request:**
N/A
- **Other Key Facts:**
None

OUTCOMES:

N/A

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:
N/A

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

Budget Offer Number:
CIP

Budget Priority:
N/A

Other budget impacts or additional costs: ☐ Yes ☐ No ☒ N/A
If yes, explain:
N/A

Funding source(s):
CIP

Budget/Funding Constraints:
N/A

☐ Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
4/1/2025	Committee of the Whole - Planning and Public Works	Receive Information

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-109
Type: Staff Report

4/22/2025	Study Session	Receive Information
7/1/2025	Committee of the Whole - Planning and Public Works	Provide Direction

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
N/A	None proposed at this time	N/A

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

None

ATTACHMENTS:

Attachment A - 2025 CIP Quarter 2 Projects Update

Attachment B - Projects List - Council Handout

Attachment C - Council Issues Matrix



CIP Quarterly Projects Update

Quarter 2, 2025



Capital Division Portfolio Reporting

2025-2026 CIP

CIP Projects	2025 Q1	2025 Q2
Active	36	34

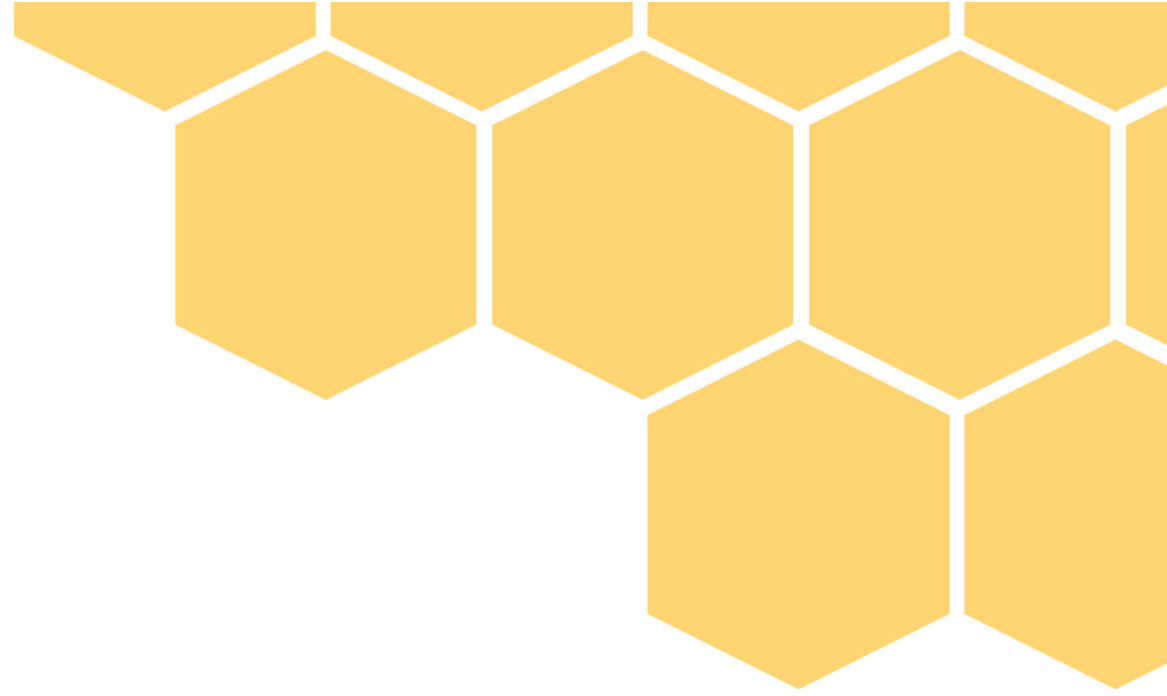
Completion	2025	2026
Targeted for Completion	18	9
Total Complete	6	0
Percent complete	33%	0%



Completed & Soon to be Completed Projects

Project	Substantial Completion	Budget	Expected Cost	Comments
EV Charging	January 2025	\$734,334	\$700,000	Complete
10,000 Block of Avondale Erosion	March 2025	\$4,091,986	\$3,500,000	Complete
PPE Management – Storage and Extractors	April 2025	\$505,000	\$505,000	Complete
Control & Telemetry	May 2025	\$5,205,057	\$4,500,000	Complete
40 th St. Sidewalks (156 th Ave to Bel-Red Rd.)	May 2025	\$2,066,361	\$2,060,000	Complete
Overlake Station Vault - Stormwater Hatch	June 2025	\$155,000	\$155,000	Complete
Pavement Mgmt. – West Lake Samm. Pkwy (N. of Marymoor to Leary Way)	July 2025	\$3,267,693	\$3,267,000	
Redmond Central Connector Phs 3	August 2025	\$8,075,000	\$8,075,000	
Sustainability LED Lighting Building Retrofit	September 2025	\$781,187	\$781,000	
Reservoir Park Sports Court Replacement	September 2025	\$1,181,682	\$1,180,000	
Reservoir Park Water Tank Repairs	September 2025	\$624,910	\$610,000	





Project & Program Reporting

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Scope, Schedule & Budget Indicators

	Green ●	Yellow ●	Red ●
Scope	Scope OK	Some scope issues	Major scope issues
Schedule	On or ahead of schedule	1-3 months behind	Over 3 months behind
Budget	On or under budget (without contingency)	Within budget + contingency	Over budget + contingency

Funding (Budget)

Funding number is budget as approved by Council; most recent number shown.



Program Report - General Government (Facilities)

Active projects managed by the Construction Division

Program Manager: Quinn Kuhnhausen

Project Name	Phase	Targeted Completion	Project Standing	Budget	CIP Inclusion	Information
Electric Vehicle Charging Stations	Complete	January 2025	N/A	\$734,334	2023-2024	
PPE Management - Storage and Extractors	Complete	April 2025	N/A	\$505,000	2019-2020	
Fire Station 17 Siding Replacement	Construction	November 2025	●	\$1,119,620	2023-2024	Waiting on the delivery of the siding,
Sustainability LED Lighting Building Retrofit	Construction	December 2025	●	\$741,187	2019-2020	
Sustainability Building Automation (Energy Management System)	Construction	July 2026	●	\$506,408	2019-2020	
Public Safety Building Phase 2 (Mechanical and Electrical)	Construction	July 2026	●	\$3,075,096	2017-2018	
Facilities ADA Improvements	Pre-Design	November 2026	●	\$300,000	2019-2020	
MOC Campus Redevelopment	Pre-Design	2030	●	\$225,000,000	2023-2024	Interviews with the finalists are complete.



Facilities Energy Upgrades - ESCO*

Q. Kuhnhausen/A. Kim

*Includes Public Safety Building Phs 2 and Sustainability Building Automation

Project #: 2111 & 2336 Project start: 2023 Design start: January 2025

Targeted completion: July 2026

Scope ●

Schedule ●

Budget ●

Total Project Budget: \$3,581,144

Phase	Design Phase Funding	Design Phase Spending**	Design Progress	
Design	\$256,555	\$123,376	70%	30%
			■ Done	■ Remaining

➤ Project Progress

- 30-day metering completed on 4 electrical panels (incl. shutdowns)
- Started review of submittals, especially on long lead items (condenser pump)
- Started bi-weekly project meetings
- 70% plan review underway
- Completed PSE incentive application (Finance informed)

➤ Issues and Solutions for Yellow/Red Indicators

- No issues

➤ Key Upcoming Activities in the next month

- Missing data: Reinitiate 30-day metering on 2 of the 4 electrical panels (incl. shutdowns). ESCO will investigate the schedule impact and discuss appropriate mitigation strategies.
- Provide owner comments on the 70% plans
- Continue with bi-weekly project meetings and review of submittals



Funding Sources: Real Estate Excise Tax, General Fund

**Spending does not include prior spending on Sustainability Building Automation

Program Report - Parks

Active projects managed by the Construction Division

Program Manager: Dave Tucheck

Project Name	Phase	Targeted Completion	Project Standing	Budget	CIP Inclusion	Information
Redmond Central Connector Phs 3	Construction	August 2025	●	\$8,075,000	2019-2020	Waiting for the light poles to be delivered.
Turf Replacement, Grass Lawn Park Softball Field 1	Construction	October 2025	●	\$1,851,216	2019-2020	
Turf Replacement, Hartman Park Baseball Infield	Construction	October 2025	●	\$599,245	2019-2020	
Reservoir Park Sports Court Replacement	Construction	September 2025	●	\$1,181,682	2019-2020	
Meadow Park Sports Court Replacement	Award	October 2025	●	\$593,910	2019-2020	



Meadow Park Sport Court Replacement

Project #: 2330 Project start: 2024 Design start: December 2024

Targeted completion: September 2025

Scope ●

Schedule ●

Budget ●

Total Project Budget: \$593,901

Phase	Design Phase Funding	Design Phase Spending	Design Progress	
Design	\$90,042	\$61,539	<div> <div style="width: 100%;">100%</div> <div>Done Remaining</div> </div>	

➤ Project Progress

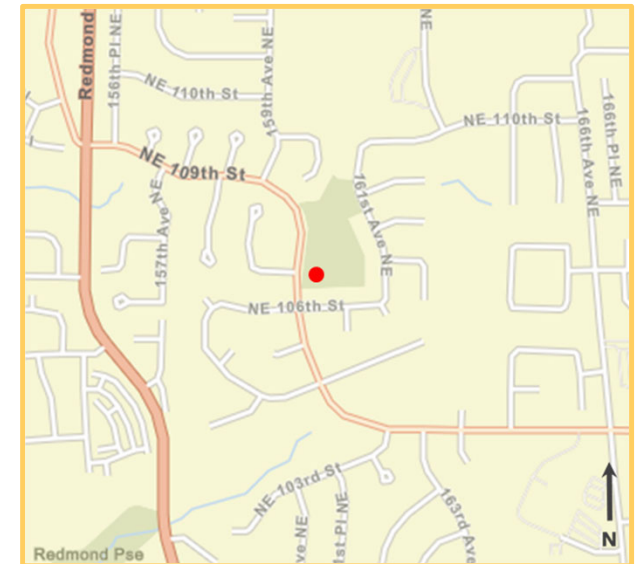
- Committee of the Whole (2PW) 7/1
- Council Business Meeting to award contract 7/15

➤ Issues and Solutions for Yellow/Red Indicators

- No issues

➤ Key Upcoming Activities in the next month

- Contract execution
- Pre-construction meeting to be held
- Material submittal reviews and contractor mobilization



Funding Sources: General Funds, Parks CIP

Program Report - Traffic Operations

Active projects managed by the Construction Division unless otherwise noted

Program Manager: Paul Cho

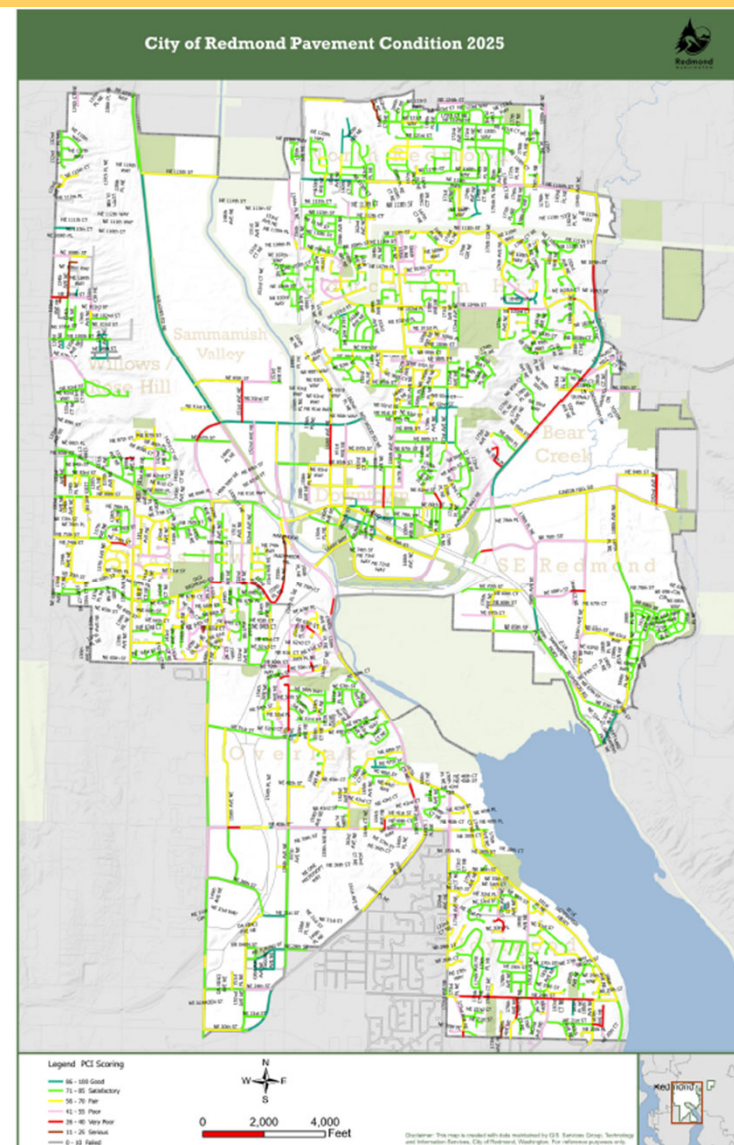
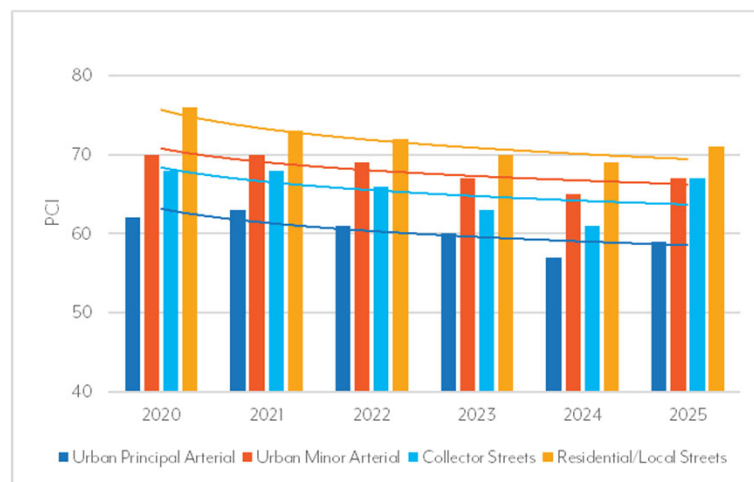
Project Name	Phase	Targeted Completion	Project Standing	Budget	CIP Inclusion	Information
Pavement Management -West Lake Samm Pkwy (Marymoor - Leary Way)	Construction	July 2025	●	\$3,267,693	2019-2020	
Pavement Management - NE 24 th St. (WLSP - 172 nd Ave.)	Design	August 2027	●	\$14,443,553	2017-2018	Project will advertise in August..
Pavement Management - 154 th Ave NE (Redmond Way - 85 th St.)	Pre-Design	March 2026	●	\$1,688,026	2023-2024	
Pavement Management - Avondale Rd. (90 th St. - Novelty Hill Rd.)	Pre-Design	September 2027	●	\$11,366,766	2019-2020	Project includes replacement of AC watermain.
Pedestrian & Bicycle Safety Projects (164 Ave NE; East Lk Samm Pkwy; NE 104 St)	Initiation	October 2026	●	\$2,061,877	2023-2024	Pre-design starts in July.



Pavement Management

The development of the Pavement Management Strategic Plan is underway. The plan will:

- Present the existing condition of the City's pavement
- Create a proactive approach to pavement management incorporating data driven decision making, life cycle costs, and preventative maintenance
- Present several budget scenarios to City leadership. Each budget scenario will be accompanied by a level of service and resource needs
- Create a prioritization framework with a list of prioritized paving projects



Program Report - Transportation Planning

Active projects managed by the Construction Division unless otherwise noted

Program Manager: Michael Hintze

Project Name	Phase	Targeted Completion	Project Standing	Budget	CIP Inclusion	Information
Sidewalk Repairs - NE 40 th St. (156 th - Bel-Red Rd.)	Complete	May 2025	N/A	\$2,066,361	2017-2018	
Bel-Red Buffered Bike Lanes	Award	November 2025	●	\$4,132,269	2019-2020	
Sidewalk Repairs - 166 th Ave (80 th - 85 th), Avondale Way (170 th Ave. - Union Hill Rd),	Design	October 2025	●	\$2,705,371	2019-2020	Project will go out for bids in late July
NE 70 th Street Shared Use Path & Crosswalk (Redmond Way to 180 th Avenue NE)	Design	December 2025	●	\$3,116,863	2019-2020	The shared-use path is complete, and the crosswalk work will be advertised in August.
40 th Shared Use Path (163 rd Ave. to 172 nd)	Initiated	March 2027	●	\$7,106,922	2019-2020	
156 th Ave NE Shared Use Path (4300 block to 51 st St.)	Initiated	December 2027	●	\$4,970,518	2023-2024	



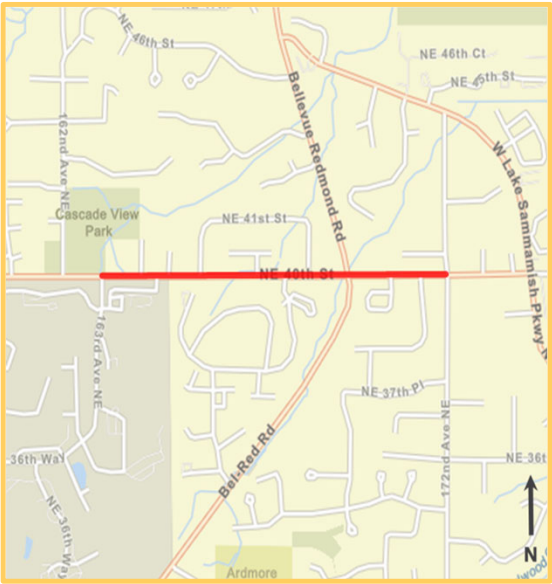
NE 40th St. Shared Use Path (163rd Ave NE to 172nd)

Project #: 2333 Project start: 2024 Pre-Design start: April 2025 Targeted completion: March 2027

Scope ● Schedule ● Budget ● Total Project Budget: \$7,106,922

Phase	Pre-Design Phase Funding	Pre-Design Phase Spending	Pre-Design Progress	
Pre-Design	\$249,927	\$2,966	<div><div></div></div>	95%
			■ Done	■ Remaining

- **Project Progress**
 - David Evans and Associates selected as the design firm. Negotiating the consultant agreement.
- **Issues and Solutions for Yellow/Red Indicators**
 - No issues
- **Key Upcoming Activities in the next month**
 - Preparing the consultant agreement and council memo



Funding Sources: Impact Fees, Community Facilities District (CFD)

Program Report - Utilities

Active projects managed by the Construction Division unless otherwise noted

Program Manager: Chris Stenger

Project Name	Phase	Targeted Completion	Project Standing	Budget	CIP Inclusion	Information
10,000 Block of Avondale Rd. Erosion	Complete	March 2025	●	\$4,091,986	2019-2020	Joint project with Transportation.
Control System and Telemetry Upgrades Phase 2 and Phase 3	Complete	May 2025	●	\$5,205,057	2017-2018	
Overlake Station Vault - Stormwater Hatch	Complete	June 2025	●	\$155,000	2023-2024	
Reservoir Park Water Tank Repairs	Construction	September 2025	●	\$735,000	2019-2020	
Evans Creek Relocation	Design	October 2026	●	\$19,003,074	2009-2010	Construction start delayed one year to complete permitting requirements and finish land acquisition.
Lift Station Equipment Upgrades Phs 2	Design	February 2028	●	\$3,526,685	2023-2024	
Novelty Hill Advanced Metering Infrastructure*	Pre-Design	October 2026	●	\$1,712,649	2019-2020	
Stormwater Infrastructure Replacement Improvement Project #2 - Sunrise Vue	On-Hold	October 2026	●	\$331,834	2015-2016	Project is on hold and being re-scoped.
Monticello Pond Deep Sediment Removal	On-Hold	March 2026	●	225,736	2019-2020	The project is on hold until summer for lower water levels.
Willows Rd. Watermain Extension	Initiation	January 2027	●	\$2,936,825	2021-2022	
Corrugated Metal Pipe Replacement Phs 1	Initiation	October 2026	●	\$630,867	2023-2024	The project is being re-evaluated
AC Watermain Replacement - Viewpoint	Initiation	October 2028	●	\$		Reviewing the scope and phasing

*Managed by Maintenance and Operations



Evans Creek Relocation

Project #: 0995 Project start: 2019 Design start: Mar 2020

Targeted completion: October 2026

Scope ●

Schedule ●

Budget ●

Total Project Budget: \$19,003,073

Phase	Design Phase Funding	Design Phase Spending	Design Progress	
Design	\$2,368,419	\$1,990,669	<div> <div style="width: 80%;"></div> <div>80% Done 20% Remaining</div> </div>	

➤ Project Progress

- FEMA ready to issue CLOMR except for King County concurrence form.
- Still in conversations with King County on punch list with remaining items needed before concurrence.
- Drafted Maintenance and Operations agreement sent to King County for Review

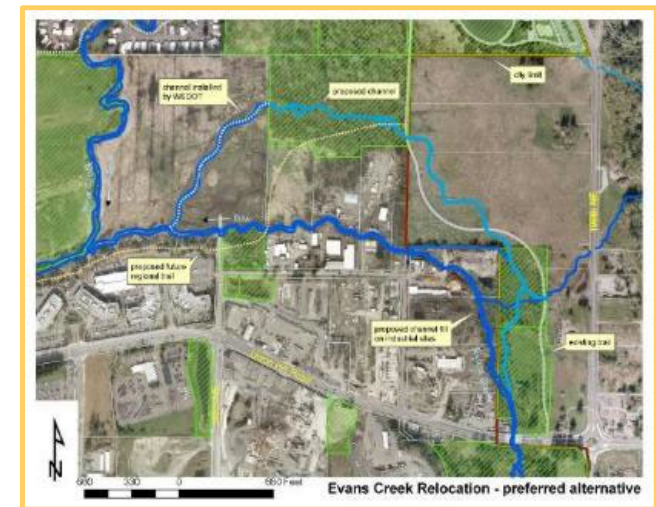
➤ Issues and Solutions for Yellow/Red Indicators

- Project will not be advertised this year due to delays in the King County permitting.

➤ Key Upcoming Activities in the next month

- King County
 - Resubmittal for Clear and Grade Permit Comments
 - O&M Agreement approval
 - Drainage Variance approval
- Will present Handegard with the revised offer for the Temporary Construction Easement.
- Skanska will sign easements pending Planning approval of minor site redevelopment plan.

Funding Sources: Stormwater CIP, Grants



Pedestrian & Bicycle Safety Projects

Project	Status	Project Outcomes
40 th St. Sidewalks (156 th Ave to Bel-Red Rd.)	Construction	Safe pedestrian access to Redmond Technology Station that meets ADA requirements eliminates tripping hazards and reduces maintenance frequency.
Redmond Central Connector Phs III	Construction	Provide safe bicycle and pedestrian routes from the Bear Creek Trail/East Lake Sammamish Trail to the Cross Kirkland Corridor and the rest of the 42-mile Eastrail system
Sidewalk Repairs - 166 th Ave NE (80 th to 85 th St) and Avondale Way (170 th Ave to UHR)	Ad & Award	Safer pedestrian access within downtown and to the Downtown Redmond Light Rail Station and improved long-term maintenance needs.
Bel-Red Buffered Bike Lanes (30 th St. to WLSP)	Ad & Award	Improved pedestrian and bicycle access to Overlake Village Light Rail Station and Overlake Village.
NE 70 th Shared Use Path & Crosswalk	Design	Improved bicycle and pedestrian connectivity to the new Sound Transit light rail station.
156 th Ave NE Shared Use Path (4300 block to 51 st St.)	Initiation	A new facility for cyclists to enhance the safety for pedestrians and cyclists.
Pedestrian & Bicycle Safety Projects (164 Ave NE; East Lk Samm Pkwy; NE 104 St)	Initiation	Safe, protected crossings for employees, residents, and business patrons.
Pedestrian and Bicycle Access - NE 40 th Street Shared Use Path (163 rd Ave NE to 172 nd)	Initiation	Improved pedestrian and bicycle access to the Redmond Technology Light Rail Station meeting ADA requirements.
ADA Improvements - Transportation Curbs and Ramps	Upcoming	New ramps will meet current ADA standards
Pedestrian Safety Improvements at Slip Lanes	Upcoming	Safety improvements at multiple pedestrian crossing locations.
Accessible Pedestrian System (APS) Upgrade	Upcoming	Improved pushbutton accessibility for pedestrians at up to 10 locations.
Pedestrian Safety Signs for Signals	Upcoming	Increased safety for pedestrians and bicyclists at multiple intersections.



Capital Division Summary

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Summary of Capital Division Projected Milestones

	2025 Q3
Pre-Design Start	<ul style="list-style-type: none"> - Idylwood Park Parking Lot Expansion and Frontage Improvements - Pedestrian & Bicycle Safety Projects (164 Ave NE; East Lk Samm Pkwy; NE 104 St) - Pedestrian and Bicycle Access - NE 40th Street Shared Use Path (163rd Ave NE to 172nd) - Willows Rd. Watermain Extension - EV Charging Phs 2
Design Start	<ul style="list-style-type: none"> - ADA Improvements - Facilities Project 1 - Monticello Pond Deep Sediment Removal - Willows Rd. Watermain Extension - Connection to King County Wastewater System - Avondale Rd. - 156th Ave NE Shared Use Path (4300 block to 51st St.)
Advertise	<ul style="list-style-type: none"> - Lift Station Equipment Upgrades Phs 2 - NE 70th St. Shared Use Path/Crosswalk (Redmond Way to 180th Ave NE) - Pavement Mgmt. - NE 24th Street (WLSP to 172nd Ave. NE)
Award	<ul style="list-style-type: none"> - Bel-Red Buffered Bike Lanes (30th St. to WLSP) - Hardscape Project - Meadow Park Sport Court Replacement - Sidewalk Repair Projects - 166th Ave NE (80th to 85th St) and Avondale Way (170th Ave to UHR)
Substantial Completion	<ul style="list-style-type: none"> - Redmond Central Connector Phase 3 - Pavement Management - West Lake Sammamish Parkway (North of Marymoor to Leary Way) - Sustainability LED Lighting Building Retrofit - Hardscape Project - Reservoir Park Sport Court Replacement - Reservoir Park Water Tank
Acceptance	<ul style="list-style-type: none"> - Redmond Senior and Community Center Rebuild - Cycle Track - 156th Avenue (NE 28th Street to 31st Street and 36th Street to 40th Street) - 10,000 Block of Avondale Rd. Erosion - PPE Management - Storage and Extractors - Sidewalk Repair Project - 40th Street (156th Avenue to Bel-Red Road) - Overlake Station Vault - Stormwater Hatch








Thank You

Questions?



2025 Capital Improvements Project List

Completed Projects		Council Acceptance	
Electric Vehicle Charging Stations		Expected	Q3 2025
10,000 Block of Avondale Rd. Erosion		Expected	Q3 2025
Control System and Telemetry Upgrades Phase 2 and Phase 3		Expected	Q3 2025
Sidewalk Repair Project - 40th Street (156th Avenue to Bel-Red Road)		Expected	Q4 2025
PPE Management - Storage and Extractors		N/A	Contract <\$300,000
Overlake Station Vault - Stormwater Hatch		N/A	Contract <\$300,000
Active Projects - Construction		Contract Award	Targeted Completion
Pavement Management - West Lake Sammamish Parkway (North of Marymoor to Leary Way)		Oct-24	Jul-25
Redmond Central Connector Phase 3		Sep-24	Aug-25
Fire Station 17 Siding Replacement		Apr-25	Nov-25
Turf Replacement Grass Lawn Park Softball Field 1		Apr-25	Oct-25
Turf Replacement Hartman Park Baseball Infield		Apr-25	Oct-25
Hardscape Project - Reservoir Park Sport Court Replacement		May-25	Sep-25
Reservoir Park Water Tank		May-25	Sep-25
Active Projects - Design		Design Start	Targeted Bid
Bel-Red Buffered Bike Lanes (30th St. to WLSP)		Aug-24	Bids Received
Hardscape Project - Meadow Park Sport Court Replacement		Apr-24	Bids Received
Sidewalk Repair Projects - 166th Ave NE (80th to 85th St) and Avondale Way (170th Ave to UHR)		Apr-24	Jul-25
Lift Station Equipment Upgrades Phs 2		Mar-24	Aug-25
Pavement Management - NE 24th Street (West Lake Sammamish Parkway to 172nd Avenue NE)		May-23	Aug-25
NE 70th Street Shared Use Path and Crosswalk (Redmond Way to 180th Avenue NE)		Sep-22	Aug-25
Evans Creek Relocation		Apr-19	Mar-26
Pavement Mgmt - 154th Ave NE (Redmond Way to 85th St.)		Nov-24	Mar-26
Pavement Management - Avondale Road (NE 90th Street to Novelty Hill Road)		Mar-25	Mar-26
Connection to King County Wastewater System - Avondale Rd.		May-25	Aug-26
156th Ave NE Shared Use Path (4300 block to 51st St.)		Mar-25	Mar-27
Stormwater Infrastructure Replacement Improvement Project #2 - Sunrise Vue		Oct-24	On hold
Monticello Pond Deep Sediment Removal		Nov-24	On hold
MOC Campus Redevelopment		Q2 2025	Q4 2026
Projects Starting		Design Start	Targeted Bid
Pedestrian and Bicycle Access - NE 40th Street Shared Use Path (163rd Ave NE to 172nd)		Jul-25	Jan-26
Pedestrian and Bicycle Safety Projects (164 Ave NE; East Lk Samm Pkwy; NE 104 St)		Jul-25	Feb-26
Willows Rd. Watermain Extension		Jul-25	Dec-25
Corrugated Metal Pipe Replacement Phs 1		Jul-25	Feb-26
Idylwood Park Parking Lot Expansion and Frontage Improvements		Jul-25	Mar-26
AC Watermain Repacement - Viewpoint North		Jul-25	Mar-27
EV Charging Phs 2		Sep-25	Apr-26
Wastewater Pipe Rehab Project 2		Nov-25	Sep-26
Programatic & Small Works Projects*			
Sustainability Building Automation		Construction under way	
Public Safety Building - Mechanical and Electrical		Construction under way	
Sustainability LED Lighting Building Retrofit		Construction under way	
Facilities ADA Improvements		Out to bid in October	
ADA Improvements - Transportation Curb and Ramps			
Parks ADA Improvements - Parking Lots and Pathways			

*Programatic or small works projects. Schedules for these types of projects are often accelerated or do not follow a typical project schedule.



Project with Transportation Benefit District funding.

City Council Issue Matrix Quarterly CIP Report			
Date	Issue	Notes & Recommendations	Next Steps
7/1/25	City Council requested information on the Maintenance and Operations Center (MOC) Rebuild project.	A staff report on the MOC Rebuild project is scheduled for 7/15/25.	N/A
4/22/25	When will the NE 40 th Shared Use Path extend from 172 nd to West Lake Sammamish Parkway?	The section of NE 40 th from 172 nd to West Lake Sammamish Parkway has traditional bike lanes and sidewalks. A shared use path will not be built along this section of roadway.	N/A
4/22/25	What are the grant restrictions, if any, on Evans Creek? Will there be any negative impacts on the grant funding if we do not go into construction in 2025?	<p>Three construction funding grants expire at the end of 2025.</p> <ul style="list-style-type: none"> • 2022 Redmond Cooperative Watershed Grant for \$825,000 • 2022 Flood Reduction Grant \$750,000 • King County Subregional Opportunity Funds \$248,515 – these are the city's (non-competitive) funds coming back to a city project. <p>Public Works has contacted the granting agency's grant administrator to initiate the extension process.</p>	Public Works will follow up as needed on the requests to extend the three construction grants.
4/22/25	ADA Facilities Program Provide more information on the program's overall status and our strategy for completing the list of identified needs in a timely manner.	<p>The ADA Facilities Program is funded through 2028. Other ADA Transition programs include, the Parks and Trails Program, and the Transportation Curbs and Ramps Program.</p> <p>Progress summary for the ADA Facilities Program:</p> <p>Initial Assessment Completed: In 2021, BVNA and EMG developed a comprehensive ADA Transition Plan identifying 1,250 barriers across 23 sites, with estimated removal costs totaling \$2.1 million (in 2020 dollars). This report served as a valuable pre-design tool to understand general accessibility needs; however, Functional Area and Public Works staff recognized that it did not provide contractor-ready solutions, emphasizing the need for specialized design expertise.</p> <p>Design Professional Procured: From June to December 2024, a structured two-step consultant selection process—including five statements of qualifications and interviews with two</p>	Public Works will provide a whitepaper to City Council when the cost estimates are received and the total scope of work is defined.

City Council Issue Matrix Quarterly CIP Report			
Date	Issue	Notes & Recommendations	Next Steps
		<p>shortlisted firms—resulted in Council approval and a Notice to Proceed issued to the selected A/E firm.</p> <p>A/E Scope of Work: The contracted A/E team is responsible for validating the initial assessment, updating it to reflect current federal ADA standards, reviewing City policies, and integrating holistic solutions. These holistic approaches include bundling related deficiencies to address multiple barriers simultaneously and identifying efficiencies by organizing work around trade-specific scopes.</p> <p>Projected Progress for Q2/Q3 2025: Upcoming work includes conducting an updated field survey following the development of electronic as-built drawings, generating cost estimates for the proposed solutions, and producing contractor advertisement-ready plans and specifications.</p>	
01/14/25	Sports fields: user feedback and information about material selection.	<p>The Project Design Team, which included Parks and PW staff, analyzed several turf products.</p> <p>Artificial Turf Safety</p> <ul style="list-style-type: none"> The City's preferred artificial turf product, "AstroTurf" is not manufactured with PFAS and crumb rubber will not be used as in-fill. Both of these products contribute to the smell or fumes coming from the turf surface so the proposed improvements will mitigate the fumes. <p>Turf Infill</p> <ul style="list-style-type: none"> Grass Lawn Softball 1 - the infill to be installed on this field is sand and Thermo Plastic Elastomers (TPE our current infill product standard). Hartman Park Baseball Infield - the infill to be installed on this field is sand and cork. The sand/cork infill is being used on this field because it closely resembles the playability of a dirt infield <p>Impact Pad</p>	N/A

City Council Issue Matrix Quarterly CIP Report			
Date	Issue	Notes & Recommendations	Next Steps
		<ul style="list-style-type: none"> All new field installations include an impact pad. The 1/2" - 1" pad is installed underneath the artificial turf, above the gravel base layer. The impact pad provides shock absorption that significantly reduces potential head injuries. 	
01/14/25	Avondale Pavement Management Project: need a communications/public engagement plan.	<p>During design: Public Works will work with Communications to inform residents and businesses of the upcoming project's details, purpose, timeline, and potential impacts clearly and consistently in addition to ensuring the project website information is kept up to date. Public Works anticipates using the following communication channels:</p> <ul style="list-style-type: none"> Direct mailers Public meetings Social media Project website <p>Just before and during construction: the communication outreach efforts will expand to include commuters who travel within the project's borders. In addition to the above, these communication channels will be used:</p> <ul style="list-style-type: none"> Traffic alerts Portable variable messaging sign (VMS) boards at project borders. 	N/A
01/14/25	Evans Creek: status of county permit and whether WRI8 should be brought in.	<p>Meeting with King County</p> <ul style="list-style-type: none"> HDR will submit the few remaining items to FEMA for the CLOMR next week with exception of concurrence form from King County. FEMA has a 90 day public comment period after they approve the CLOMR. King County Department of Local Services will not begin reviewing Flood and Grade permits until the CLOMR is approved. 	Will meet with Director Bert to review escalation options or venues.

City Council Issue Matrix

Quarterly CIP Report

Date	Issue	Notes & Recommendations	Next Steps
		<p>King County River and Floodplain Management Section will not sign the CLOMR concurrence form until the following issues are resolved:</p> <ul style="list-style-type: none"> • Maintenance—The county is concerned about the long-term maintenance of its section of the relocated creek and wants to discuss whether the city will maintain it. • Bridge clearance—The county requires three feet of free board for all bridges. The City designed the new pedestrian bridges with one foot of freeboard to match the existing raised boardwalk for the Perrigo Park trail. However, providing the three feet of freeboard and meeting ADA accessibility requirements would require significantly larger and more costly trail and bridge structures. King County staff will request a variance from the King County road engineer. • Modeling of raised hummocks - King County code requires that there be zero rise in the base floodplain and compensatory storage for any new fill placed in the floodplain. HDR will provide additional details of how the new Creek alignment was modeled with the hummocks included. County staff will review this to see if there are still concerns about the code requirements 	
01/14/25	2025 Parks Programs Provide more information on the Urban Forestry Tree Planting Program	The Urban Forestry Tree Planting Program's goal is to obtain a 40% tree canopy goal, as identified in the Tree Canopy Strategic Plan. Elements of the program will use City staff, volunteers, and contracted labor to plant trees on public and private property. Also included is a new Community Tree Give-Away Program.	N/A
01/14/25	Electric Vehicle Charging Stations Is it possible to install solar panels as a backup power source in case of power outages?	This was discussed during the design of Phase 1 and the electrical engineer stated it would be difficult to power up the chargers with solar due to the high-power demand. During Phase 2 design Public Works will evaluate a stand-alone set of chargers that would be powered by solar. Public Works will also review the mobile unit that is currently being evaluated by Fleet at the MOC.	N/A



Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. AM No. 25-110
Type: Staff Report

TO: Members of the City Council
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	Amy Kim	Capital Project Manager
Public Works	Eric Dawson	Engineering Supervisor
Public Works	Steve Gibbs	Capital Projects Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

TITLE:

Progressive Design-Build (PDB) Process for Maintenance and Operations Center (MOC) - Campus Redevelopment Project

OVERVIEW STATEMENT:

Public Works is providing updates to the MOC - Campus Redevelopment Project. The purpose of this meeting is to provide an overview of the PDB process, highlight where we currently are in that process, and gather feedback or address any questions.

☒ **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.

Maintenance and Operations Center Master Plan

- **Required:**

N/A

- **Council Request:**

N/A

- **Other Key Facts:**

Public Works will present the Design-Builder contract at the September 2, 2025, Planning and Public Works Committee and request approval on September 15, 2025, consent agenda.

OUTCOMES:

The use of PDB will allow greater, more effective collaboration between the City, the contractor, and the architect. This collaboration will facilitate greater innovation and efficiency in design and construction and savings in project delivery time.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

- **Timeline (previous or planned):**

Early community outreach efforts are underway. The Master Plan outlines key elements of the surrounding area and site adjacencies, which serve as an initial guide for identifying relevant stakeholders and shaping outreach priorities. The City's Owner's Representative team (OAC) includes an experienced outreach sub-consultant who can lead the development and execution of a tailored outreach plan. The City of Redmond's Communications team will collaborate with the outreach sub-consultant, with an initial scoping meeting scheduled for early July. This meeting will focus on aligning goals, identifying gaps, and maximizing the impact of outreach activities in support of the project's success.

- **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:

CIP

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
Real Estate Excise Tax
Stormwater CIP
Water CIP
Wastewater CIP
Bond Issuance

Budget/Funding Constraints:

N/A

☐ **Additional budget details attached**

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
3/25/2025	Committee of the Whole - Parks and Environmental Sustainability	Provide Direction
4/1/2025	Business Meeting	Approve

Proposed Upcoming Contact(s)

Date	Meeting	Requested Action
9/2/2025	Committee of the Whole - Planning and Public Works	Provide Direction
9/16/2025	Business Meeting	Approve

Time Constraints:

N/A

ANTICIPATED RESULT IF NOT APPROVED:

N/A

ATTACHMENTS:

Attachment A: MOC Campus Redevelopment Project Information Sheet
Attachment B: PDB for MOC 2025 Quarter 2 Update



CIP Project Information Sheet

Project Name: Maintenance and Operation Center (MOC) - Campus Redevelopment

Project Status: Existing - Revised

Functional Area(s): Facilities, Stormwater, Wastewater, Water

Relevant Plan(s): Facilities Plan, Emergency Management Plan

Neighborhood: Southeast Redmond

Time Frame: 2027-2029

Budget Priority: Vibrant and Connected

Citywide Rank: 2

Functional Area Priority: High

Location: 18080 NE 76th Street

Description:

Construction of Phase 1 of the MOC campus redevelopment.

Anticipated Outcomes: **Primary:** Upgrade/Enhancement **Secondary:**

Completed construction and have use of a multi-story central Parks and Public Works operations building with open and flexible crew, office, meeting, and emergency response spaces that replaces the existing MOC1 building that is past its useful life.

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

Project approved in the 2023-2028 CIP budget process.

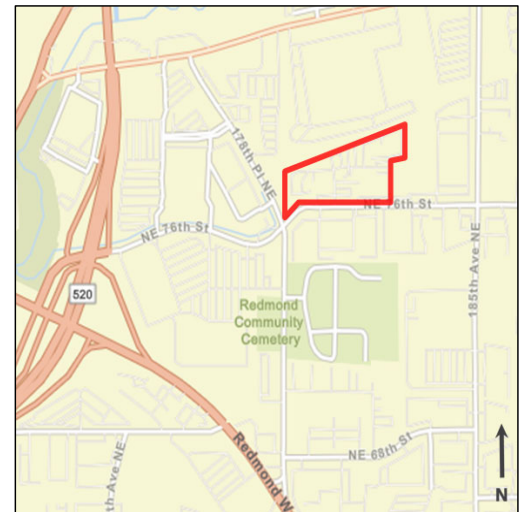
Budget:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Original Budget				\$22,500,000	\$22,500,000	\$22,500,000	\$22,500,000	\$60,000,000	\$150,000,000
Approved Changes									
Current Approved Budget				\$22,500,000	\$22,500,000	\$22,500,000	\$22,500,000	\$60,000,000	\$150,000,000
Proposed New Budget		\$22,500,000	\$22,500,000	\$60,000,000	\$60,000,000	\$52,500,000	\$7,500,000		\$225,000,000
Proposed changes due to	<input type="checkbox"/> Scope Change		<input checked="" type="checkbox"/> Schedule Change		<input type="checkbox"/> Budget Change				

Project Phasing:	Prior	2025	2026	2027	2028	2029	2030	Future	Total
Preliminary Design (0-30%)									
Right of Way		\$83,940							\$83,940
Design (31-100%)		\$21,684,810	\$21,768,750	\$897,840					\$44,351,400
Construction		\$731,250	\$731,250	\$59,102,160	\$60,000,000	\$52,500,000	\$7,500,000		\$180,564,660
Contingency									
Total		\$22,500,000	\$22,500,000	\$60,000,000	\$60,000,000	\$52,500,000	\$7,500,000		\$225,000,000

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
General Fund		\$52,269,451		\$52,269,451
Real Estate Excise Tax		\$62,050,000		\$62,050,000
Stormwater CIP		\$31,500,000		\$31,500,000
Water CIP		\$29,250,000		\$29,250,000
Wastewater CIP		\$29,250,000		\$29,250,000
Bond Issuance		\$20,680,549		\$20,680,549
Total		\$225,000,000		\$225,000,000



Redmond Maintenance and Operation Center Project Update

July 15, 2025

Amy Kim, Project Manager (CoR PW)

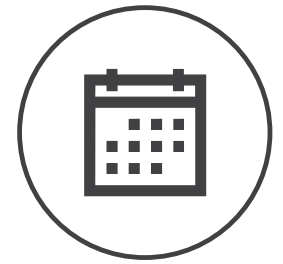
Diana Brown, VP (OAC)





Purpose

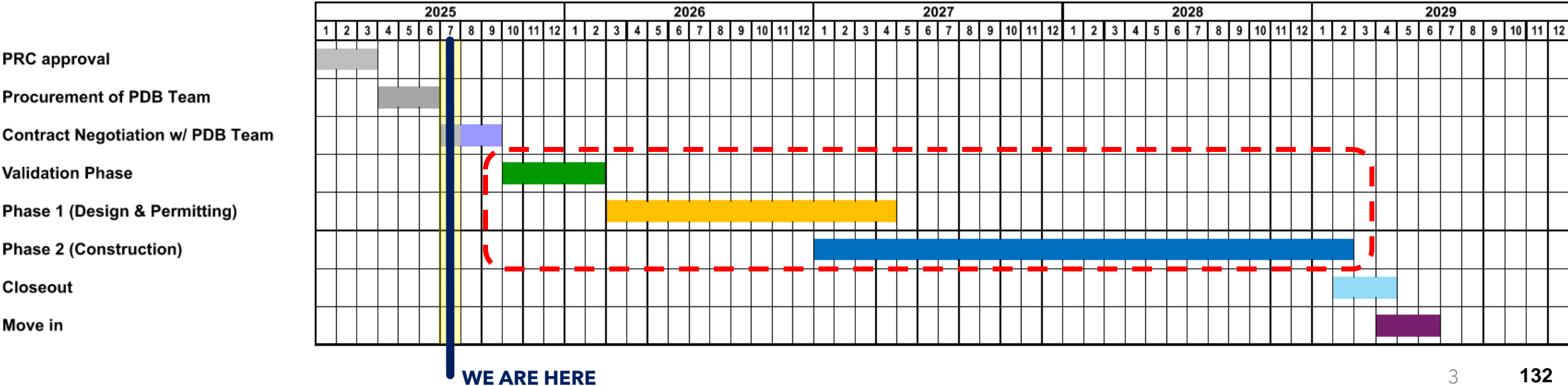
- Project Update
 - Update on the current status of the Maintenance and Operation Center project
 - Brief recap of the Progressive Design-Build approach
 - Highlight key milestones and what's coming next



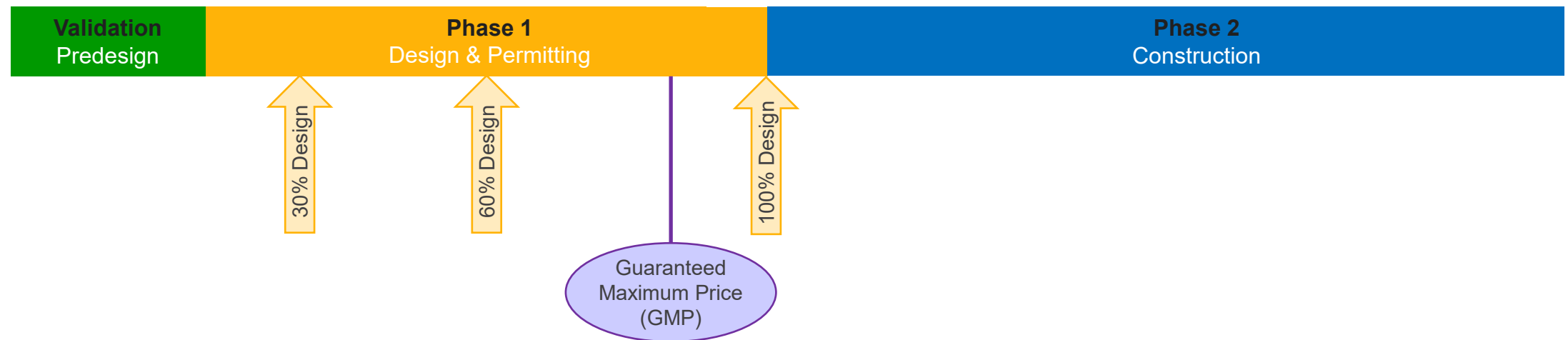
Project Timeline

Milestones:

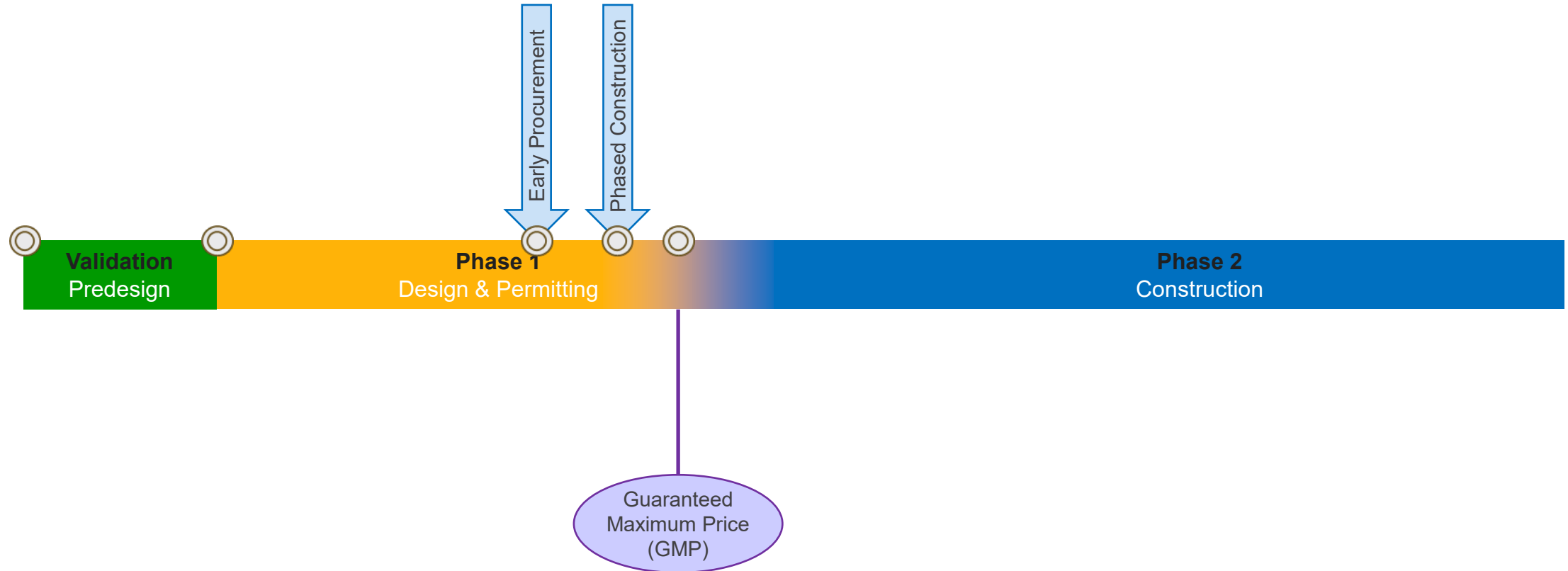
- Project Review Committee (PRC) Approval to use Progressive Design-Build (PDB)
- Procurement and Selection of PDB Team



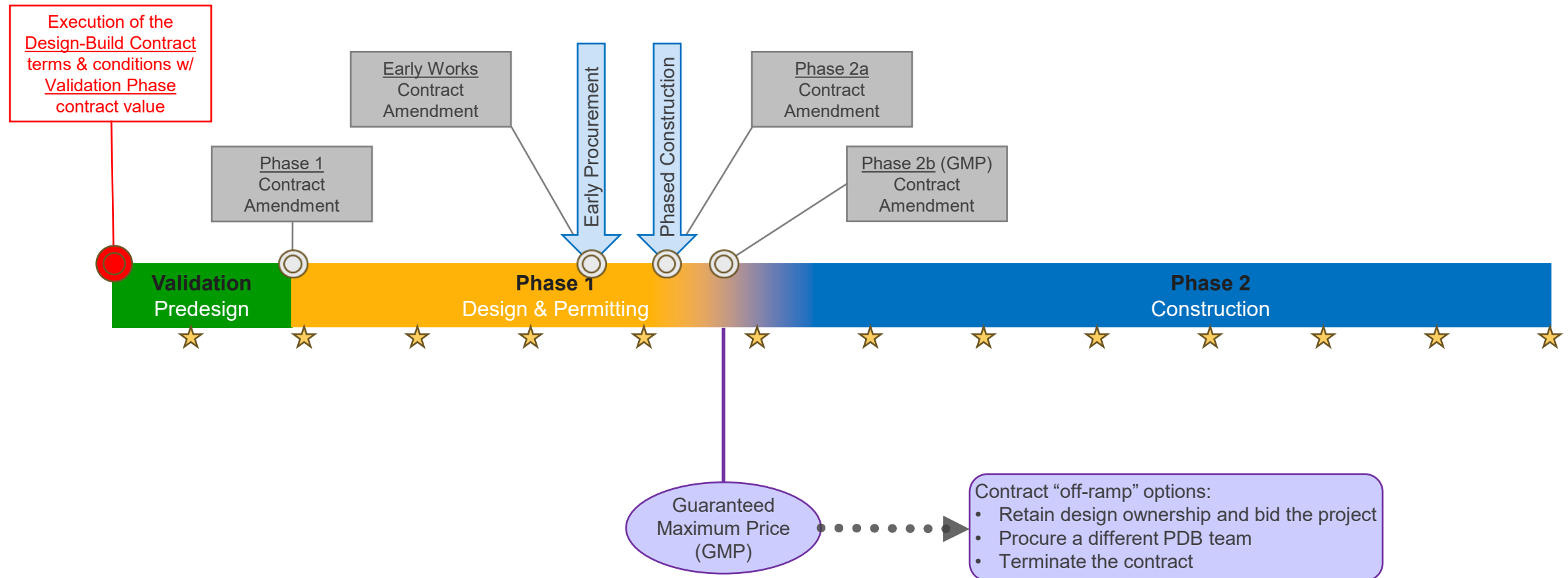
Progressive Design-Build Terminology



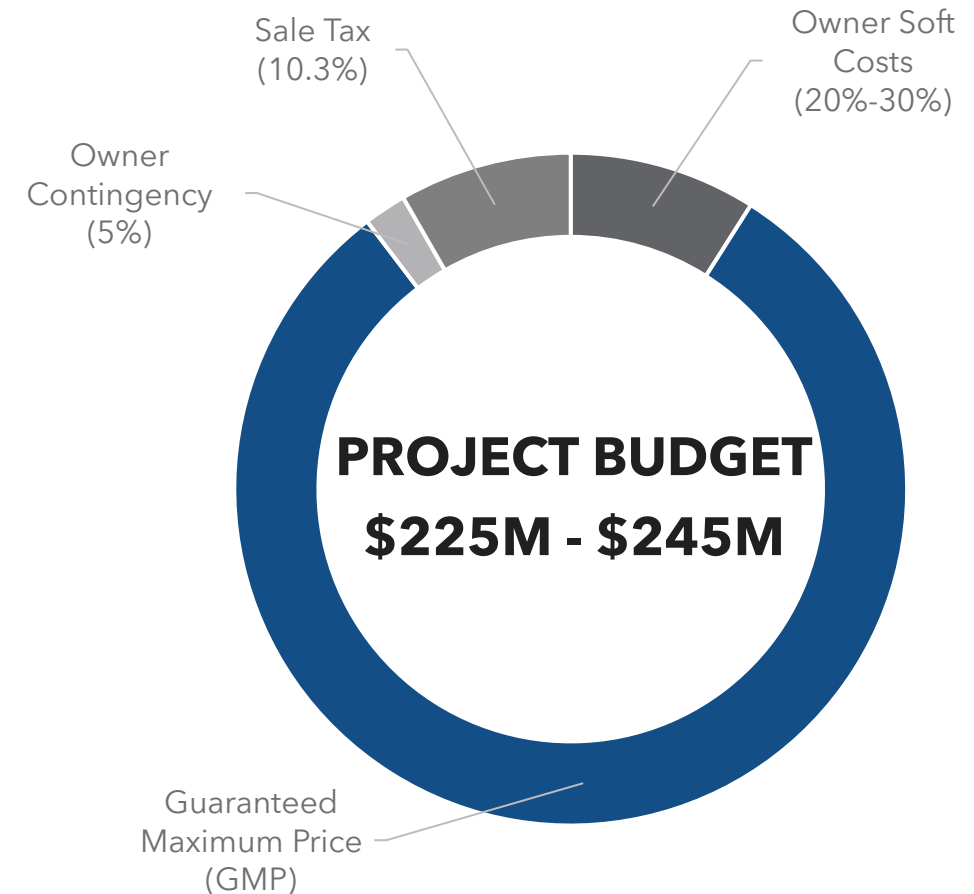
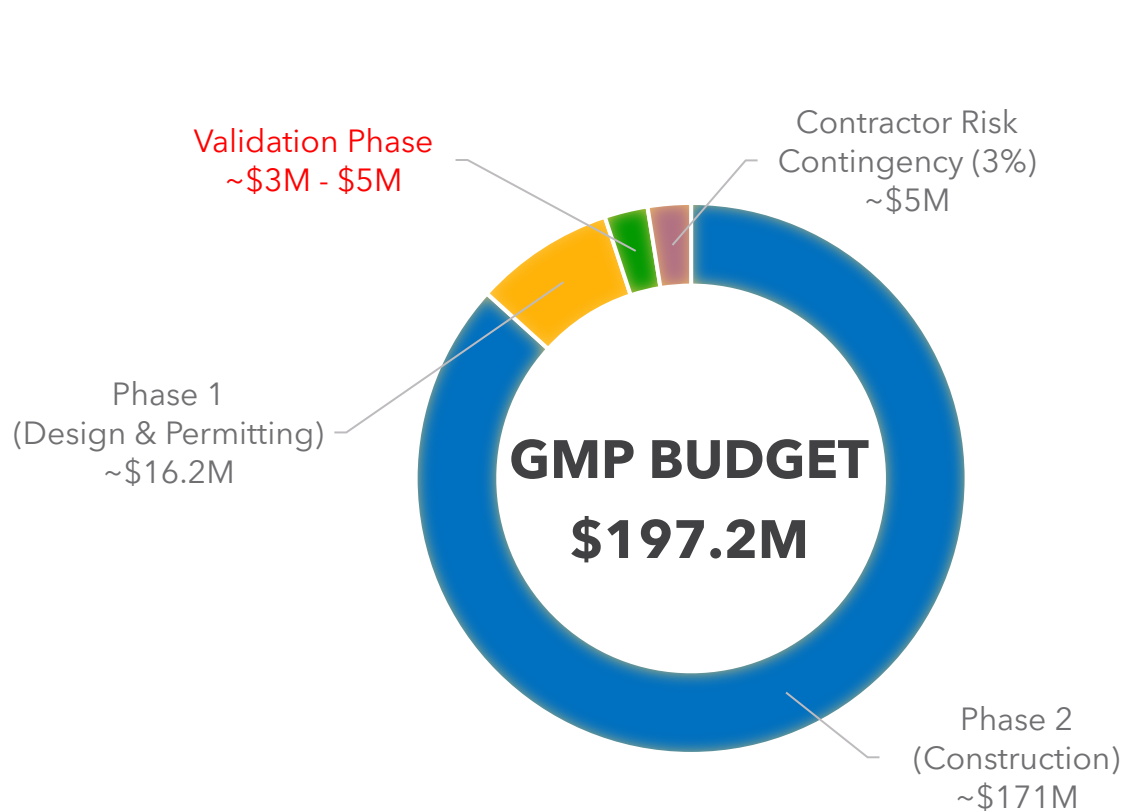
Progressive Design-Build Process

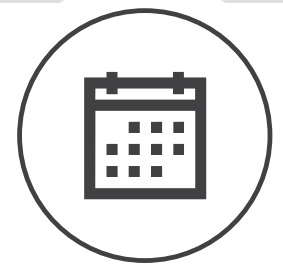


Progressive Design-Build Contracting



Guaranteed Maximum Price (GMP) Budget





Contract Review and Approval

Timeline:

- July 15, 2025
 - Informational Session
- July 9, 2025 ~ Sept 2, 2025
 - Contract negotiation with the PDB team
- September 2, 2025 - Planning & Public Works Committee Meeting
 - Review of Design-Build Contract
- September 16, 2025 - Council Meeting
 - Approval of Design-Build Contract

Thank You

Any Questions?





City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. SPC 25-058
Type: Executive Session

To Consider the Selection of a Site or the Acquisition of Real Estate by Lease or Purchase RCW 42.30.110(1)
(b) - 20 minutes



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. SPC 25-060
Type: Executive Session

To Evaluate the Qualifications of an Applicant for Public Employment (RCW 42.30.110(1)(g)) - 20 mins



City of Redmond

15670 NE 85th Street
Redmond, WA

Memorandum

Date: 7/15/2025
Meeting of: City Council

File No. SPC 25-061
Type: Executive Session

Labor Negotiations [RCW 42.30.140(4)(b)] - 20 minutes

City of Redmond
Payroll Check Approval Register
Pay period: 6/16 - 6/30/2025
Check Date: 7/10/2025

Check Total:	\$ 81,726.24
Direct Deposit Total:	\$ 2,871,590.95
Wires & Electronic Funds Transfers:	\$ 1,820,503.22
Grand Total:	<u>\$ 4,773,820.41</u>

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.

All Checks numbered **188730** through **188742** ,
Direct deposits numbered **188124** through **188932** , and
Electronic Fund transfers **1860** through **1864**
are approved for payment in the amount of **\$4,773,820.41**
on this **15 day of July 2025**.

Note:

Check # 188715 - check reprint - Chelsea Bates

City of Redmond
Payroll Final Check List
Pay period: 6/16 - 6/30/2025
Check Date: 7/10/2025

Total Checks and Direct deposit:	\$ 4,235,493.65
Wire Wilmington Trust RICS (MEBT):	\$ 538,326.76
Grand Total:	<u>\$ 4,773,820.41</u>

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits presented are true and correct to the best of my knowledge.

Signed by:

7C0002BCC9C549B...

Human Resources Director, City of Redmond
Redmond, Washington

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PROJECT TITLE	EXHIBITS (List all attached exhibits - Scope of Work, Work Schedule, Payment Schedule, Renewal Options, etc.)
CONTRACTOR	CITY OF REDMOND PROJECT ADMINISTRATOR (Name, address, phone #) City of Redmond
CONTRACTOR'S CONTACT INFORMATION (Name, address, phone #)	BUDGET OR FUNDING SOURCE
CONTRACT COMPLETION DATE	MAXIMUM AMOUNT PAYABLE

THIS AGREEMENT is entered into on _____, 20__ between the City of Redmond, Washington, hereinafter called "the CITY", and the above person, firm or organization, hereinafter called "the CONSULTANT".

WHEREAS, the CITY desires to accomplish the above-referenced project; and

WHEREAS, the CITY does not have sufficient staff or expertise to meet the required commitment and therefore deems it advisable and desirable to engage the assistance of a CONSULTANT to provide the necessary services for the project; and

WHEREAS, the CONSULTANT has represented to the CITY that the CONSULTANT is in compliance with the professional registration statutes of the State of Washington, if applicable, and has signified a willingness to furnish consulting services to the CITY, now, therefore,

IN CONSIDERATION OF the terms and conditions set forth below, or attached and incorporated and made a part hereof, the parties agree as follows:

1. **Retention of Consultant - Scope of Work.** The CITY hereby retains the CONSULTANT to provide professional services as defined in this agreement and as necessary to accomplish the scope of work attached hereto as Exhibit A and incorporated herein by this reference as if set forth in full. The CONSULTANT shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this agreement.

2. **Completion of Work.** The CONSULTANT shall not begin any work under the terms of this agreement until authorized in writing by the CITY. The CONSULTANT shall complete all work required by this agreement according to the schedule attached as Exhibit B and incorporated herein by this reference as if set forth in full. A failure to complete the work according to the attached schedule, except where such failure is due to circumstances beyond the control of the CONSULTANT, shall be deemed a breach of this agreement. The established completion time shall not be extended because of any delays attributable to the CONSULTANT, but may be extended by the CITY, in the event of a delay attributable to the CITY, or because of unavoidable delays caused by circumstances beyond the control of the CONSULTANT. All such extensions shall be in writing and shall be executed by both parties.

3. **Payment.** The CONSULTANT shall be paid by the CITY for satisfactorily completed work and services satisfactorily rendered under this agreement as provided in Exhibit C, attached hereto and incorporated herein by this reference as if set forth in full. Such payment shall be full compensation for work performed or services rendered and for all labor, materials, supplies, equipment, and incidentals necessary to complete the work specified in the Scope of Work attached. The CONSULTANT shall be entitled to invoice

the CITY no more frequently than once per month during the course of the completion of work and services by the CONSULTANT. Invoices shall detail the work performed or services rendered, the time involved (if compensation is based on an hourly rate) and the amount to be paid. The CITY shall pay all such invoices within 30 days of submittal, unless the CITY gives notice that the invoice is in dispute. In no event shall the total of all invoices paid exceed the maximum amount payable set forth above, if any, and the CONSULTANT agrees to perform all services contemplated by this agreement for no more than said maximum amount.

4. **Changes in Work.** The CONSULTANT shall make such changes and revisions in the complete work provided by this agreement as may be necessary to correct errors made by the CONSULTANT and appearing therein when required to do so by the CITY. The CONSULTANT shall make such corrective changes and revisions without additional compensation from the CITY. Should the CITY find it desirable for its own purposes to have previously satisfactorily completed work or parts thereof changed or revised, the CONSULTANT shall make such revisions as directed by the CITY. This work shall be considered as Extra Work and will be paid for as provided in Section 5.

5. **Extra Work.**

A. The CITY may, at any time, by written order, make changes within the general scope of the agreement in the services to be performed. 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 work or services under this agreement, whether or not changed by the order, or otherwise affects any other terms or conditions of the agreement, the CITY 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 the agreement accordingly.

B. The CONSULTANT must submit any "proposal for adjustment" under this clause within 30 days from the date of receipt of the written order to make changes. However, if the CITY decides that the facts justify it, the CITY may receive and act upon a proposal submitted before final payment of the agreement.

C. Failure to agree to any adjustment shall be a dispute under the Disputes clause of this agreement, as provided in Section 13. Notwithstanding any such dispute, the CONSULTANT shall proceed with the agreement as changed.

D. Notwithstanding any other provision in this section, the maximum amount payable for this agreement shall not be increased or considered to be increased except by specific written amendment of this agreement.

6. **Ownership of Work Product.** Any and all documents, drawings, reports, and other work product produced by the CONSULTANT under this agreement shall become the property of the CITY upon payment of the CONSULTANT'S fees and charges therefore. The CITY shall have the complete right to use and re-use such work product in any manner deemed appropriate by the CITY, provided, that use on any project other than that for which the work product is prepared shall be at the CITY'S risk unless such use is agreed to by the CONSULTANT.

7. **Independent Contractor.** The CONSULTANT is an independent contractor for the performance of services under this agreement. The CITY shall not be liable for, nor obligated to pay to the CONSULTANT, or any employee of the CONSULTANT, sick leave, vacation pay, overtime or any other benefit applicable to employees of the CITY, nor to pay or deduct any social security, income tax, or other tax from the payments made to the CONSULTANT which may arise as an incident of the CONSULTANT performing services for the CITY. The CITY shall not be obligated to pay industrial insurance for the services rendered by the CONSULTANT.

8. **Indemnity.** The CONSULTANT agrees to hold harmless, indemnify and defend the CITY, its officers, agents, and employees, from and against any and all claims, losses, or liability, for injuries, sickness or death of persons, including employees of the CONSULTANT, or damage to property, arising out of any willful misconduct or negligent act, error, or omission of the CONSULTANT, its officers, agents, subconsultants or employees, in connection with the services required by this agreement, provided, however, that:

A. The CONSULTANT's obligations to indemnify, defend and hold harmless shall not extend to injuries, sickness, death or damage caused by or resulting from the sole willful misconduct or sole negligence of the CITY, its officers, agents or employees; and

B. The CONSULTANT's obligations to indemnify, defend and hold harmless for injuries, sickness, death or damage caused by or resulting from the concurrent negligence or willful misconduct of the CONSULTANT and the CITY, or of the CONSULTANT and a third party other than an officer, agent, subconsultant or employee of the CONSULTANT, shall apply only to the extent of the negligence or willful misconduct of the CONSULTANT.

9. **Insurance.** The CONSULTANT shall provide the following minimum insurance coverages:

A. Worker's compensation and employer's liability insurance as required by the State of Washington;

B. General public liability and property damage insurance in an amount not less than a combined single limit of two million dollars (\$2,000,000) for bodily injury, including death, and property damage per occurrence.

C. Professional liability insurance, if commercially available in CONSULTANT's field of expertise, in the amount of two million dollars (\$2,000,000) or more against claims arising out of work provided for in this agreement.

The amounts listed above are the minimum deemed necessary by the CITY to protect the CITY'S interests in this matter. The CITY has made no recommendation to the CONSULTANT as to the insurance necessary to protect the CONSULTANT'S interests and any decision by the CONSULTANT to carry or not carry insurance amounts in excess of the above is solely that of the CONSULTANT.

All insurance shall be obtained from an insurance company authorized to do business in the State of Washington. Excepting the professional liability insurance, the CITY will be named on all insurance as an additional insured. The CONSULTANT shall submit a certificate of insurance to the CITY evidencing the coverages specified above, together with an additional insured endorsement naming the CITY, within fifteen (15) days of the execution of this agreement. The additional insured endorsement shall provide that to the extent of the CONSULTANT's negligence, the CONSULTANT's insurance shall be primary and non-contributing as to the City, and any other insurance maintained by the CITY shall be excess and not contributing insurance with respect to the CONSULTANT's insurance. The certificates of insurance shall cover the work specified in or performed under this agreement. No cancellation, reduction or modification of the foregoing policies shall be effective without thirty (30) days prior written notice to the CITY.

10. Records. The CONSULTANT shall keep all records related to this agreement for a period of three years following completion of the work for which the CONSULTANT is retained. The CONSULTANT shall permit any authorized representative of the CITY, and any person authorized by the CITY for audit purposes, to inspect such records at all reasonable times during regular business hours of the CONSULTANT. Upon request, the CONSULTANT will provide the CITY with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the CONSULTANT, but the CONSULTANT may charge the CITY for copies requested for any other purpose.

11. Notices. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth in the box for the same appearing at the outset of this Agreement. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

12. **Project Administrator.** The Project Administrator shall be responsible for coordinating the work of the CONSULTANT, for providing any necessary information for and direction of the CONSULTANT's work in order to ensure that it meets the requirements of this Agreement, and for reviewing, monitoring and approving the quality and quantity of such work. The CONSULTANT shall report to and take any necessary direction from the Project Administrator.

13. **Disputes.** Any dispute concerning questions of fact in connection with the work not disposed of by agreement between the CONSULTANT and the CITY shall be referred for resolution to a mutually acceptable mediator. The parties shall each be responsible for one-half of the mediator's fees and costs.

14. **Termination.** The CITY reserves the right to terminate this agreement at any time upon ten (10) days written notice to the CONSULTANT. Any such notice shall be given to the address specified above. In the event that this agreement is terminated by the City other than for fault on the part of the CONSULTANT, a final payment shall be made to the CONSULTANT for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the CONSULTANT of the notice to terminate. In the event that services of the CONSULTANT are terminated by the CITY for fault on part of the CONSULTANT, the amount to be paid shall be determined by the CITY with consideration given to the actual cost incurred by the CONSULTANT in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the CITY at the time of termination, the cost of the CITY of employing another firm to complete the work required, and the time which may be required to do so.

15. **Non-Discrimination.** The CONSULTANT agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or materialman, because of race, creed, color, national origin, sex, religion, honorable discharged veteran or military status, familial status, sexual orientation, age, or the presence of any sensory, mental, or physical disability or the use of a trained dog or service animal by a person with a disability, except for a bona fide occupational qualification. The CONSULTANT understands that if it violates this provision, this Agreement may be terminated by the CITY and that the CONSULTANT may be barred from performing any services for the CITY now or in the future.

16. **Compliance and Governing Law.** The CONSULTANT shall at all times comply with all applicable federal, state, and local laws, rules, ordinances, and regulations. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington.

17. **Subcontracting or Assignment.** The CONSULTANT may not assign or subcontract any portion of the services to be provided under this agreement without the express written consent of the CITY. Any sub-consultants approved by the CITY at the outset of this agreement are named on separate Exhibit attached hereto and incorporated herein by this reference as if set forth in full.

18. **Non-Waiver.** Payment for any part of the work or services by the CITY shall not constitute a waiver by the CITY of any remedies of any type it may have against the CONSULTANT for any breach of the agreement by the CONSULTANT, or for failure of the CONSULTANT to perform work required of it under the agreement by the CITY. Waiver of any right or entitlement under this agreement by the CITY shall not constitute waiver of any other right or entitlement.

19. **Litigation.** In the event that either party deems it necessary to institute legal action or proceedings to enforce any right or obligation under this agreement, the parties agree that such actions shall be initiated in the Superior Court of the State of Washington, in and for King County. The parties agree that all questions shall be resolved by application of Washington law and that parties to such actions shall have the right of appeal from such decisions of the Superior Court in accordance with the law of the State of Washington. The CONSULTANT hereby consents to the personal jurisdiction of the Superior Court of the State of Washington, in and for King County. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

20. **Taxes.** The CONSULTANT will be solely responsible for the payment of any and all applicable taxes related to the services provided under this agreement and if such taxes are required to be passed through to the CITY by law, the same shall be duly itemized on any billings submitted to the CITY by the CONSULTANT.

21. **City Business License.** The CONSULTANT has obtained, or agrees to obtain, a business license from the CITY prior to commencing to perform any services under this agreement. The CONSULTANT will maintain the business license in good standing throughout the term of this Agreement.

22. **Entire Agreement.** This agreement represents the entire integrated agreement between the CITY and the CONSULTANT, superseding all prior negotiations, representations or agreements, written or oral. This agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto. These standard terms and conditions set forth above supersede any conflicting terms and conditions on any attached and incorporate exhibit. Where conflicting language exists, the CITY'S terms and conditions shall govern.

**page 8 – Consulting Services Agreement, Non-Public Work
City of Redmond, standard form**

**IN WITNESS WHEREOF, the parties hereto have executed this agreement as of the
day and year first above written.**

CONSULTANT:

CITY OF REDMOND:

By: _____
Title: _____

Angela Birney, Mayor
DATED: _____

ATTEST/AUTHENTICATED:

City Clerk, City of Redmond

APPROVED AS TO FORM:

Office of the City Attorney



Task 0: Project Development and Management

1. **Project Scope:** Develop and finalize the project scope, schedule, and budget alongside the City Project Team. Refine the data collection and engagement scope of work.
2. **Communications:** Develop a comprehensive communications plan/protocol for the project, including protocols for the Consultant/City Project Team, communications platform, and file system
3. **Kick-Off Meeting:** Prepare for and execute kickoff meetings for the project:
 - a. Consultant/City Project Team
 - b. The meeting agenda will include developing a vision, guiding principles, and goals for the study in line with citywide goals for curbside management and mobility.
4. **Project Management Meetings:** Conduct project management meetings via the City's approved online platform. Provide meeting agendas, minutes, and action items.
5. **Project Invoices:** Walker uses an internal electronic accounting system, which prepares monthly invoices and progress reports.

Task 0: Project Development and Management—Deliverables

1. Finalized Project Scope, Schedule, and Budget
2. Communications Protocol
3. Kick-off meeting
4. Check-In Meetings
5. Monthly Project Invoices

Task 1: Existing Conditions and Assessment

1. **RFI:** Walker will develop a Request for Information and a list of known background documents related to the study. The city will respond to the Request for Information. Walker will compile and organize the data provided through the RFI.
2. **Existing Programs and Infrastructure Review:** To understand how systems meet at the curb and inform prioritization development, Walker will analyze existing programs and infrastructure and conduct spatial and temporal data analysis. This analysis will determine significant travel corridors, activity generators, and curb hot spots. To better understand the dynamics of curb use, Walker will analyze curb hot spots, trip counts, and origin and destinations using Replica, our “big data” platform.
3. **Agency Meetings:** Hold three meetings with City staff to provide background information and input on curb issues, programs, and processes.
4. **Existing Data Analysis:** Walker will review curb data collected as part of the Parking Study to develop analysis and maps for curb inventory, utilization, turnover, and hot spots.
5. **Policy and Regulatory Review:** Walker will evaluate existing curbside, mobility, sustainability, parking, land use practices, policies, plans, and programs. This includes the current parking study, Redmond 2050, the Community Development and Design Element, the 2013 Transportation Master Plan (and current plan update), Vision Zero Action Plan, Street and Access Standards, Safer Streets Action Plan, current curbside programs and initiatives, zoning ordinances, parking enforcement, accessible parking standards, private



use permits, and initiatives such as outdoor dining. It will also compare curb inventory, regulations, access, and activity data to the City's goals and policies. This review will identify necessary policy and program revisions and inform Task 2. This will include clear documentation of all existing Code references to the curb, curb parking, loading, and other uses.

6. **Site Visit:** Conduct two site visits. Site visits will include at least one day of on-the-ground experiential observation of the curb, parking, land use, and mobility system by car and on foot, agency meetings, and stakeholder meetings. We will also conduct the prioritization workshop during a site visit. **Peer Review:** Walker will review the curbside access, policy, and management programs from three (3) peer and aspirational cities approved by the City. Walker will conduct a thorough peer review of these programs, including desktop research and interviews with appropriate representatives from the peer cities.
7. **Technology Review:** Walker will review and assess applicable technologies and their practicality to Redmond, including the following: vehicle-to-curb cameras and sensors, license plate recognition, digital twins, open data portals, apps, digital signage, asset management integration, predictive analytics, and data standards.
8. Develop the existing conditions technical memo.
9. Develop Peer City and Technology Summary memo.

Task 1: Existing Conditions Analysis—Deliverables

1. Request for Information (RFI)
2. Existing Conditions memo describing existing data conditions, findings, and policy review.
3. Peer City and Technology Summary memo.

Task 2: Prioritization Framework and Monitoring Recommendation

1. **Vision of Success:** Develop a vision of success with curb goals and objectives based on city initiatives and goals.
2. **Curb Functions:** Develop a curb functions guide and categories. The curb functions will allow us to group curb uses into classifications. For example, a "Movement" curb function could include transit stops, vehicle lanes, and bike lanes. A "Goods/Commerce" curb function could include commercial delivery loading zones and food/on-demand pickup and delivery.
3. **Curb Typologies:** Based on Task 1: Identify preliminary citywide curb typologies. Curb block or area-level typologies will likely be based on adjacent land uses or other delineations, such as corridors/roadway classifications, responsive to temporal changes and seasons. We will identify up to five curb typologies across the urban centers.
4. **Curb Prioritization:** Each curb typology will be assigned a "hierarchy" or use prioritization. We will engage with city personnel and project stakeholders to generate input on curb typology priorities to inform our preliminary prioritization. We will create a preliminary prioritization matrix for each typology based on the data analysis, policy review, land use context, priorities, goals, and identified curb functions. Hold an in person workshop with the City project team and potentially stakeholders to refine and approve prioritization. Develop graphics and visualizations for each typology/prioritization to illustrate use cases for the operating conditions of block or area typologies. The renderings will reflect the



character of each typology and be applicable across a broad range of locations in which the curb space area may occur.

5. **Curb Typology/Prioritization Street Identification:** Develop an identification process showing the curb typology and prioritization for streets throughout Redmond's Urban Centers using existing GIS data for street types and future land use.
6. **Identify Policy Strategies and Recommendations:** Identify implementation processes for curb prioritization, including considerations for high-intensity land uses. Identify whether new or modified policies, programs, or processes are needed to implement curb priorities. This includes ordinance changes, program modifications, process updates, development review policies, curb pricing strategies, necessary technology, etc.
7. **Performance metrics:** Identify performance monitoring metrics so the City can adjust to changing curb demands.

Task 2: Prioritization Framework—Deliverables

1. Curb Typology and Prioritization identification for each typology: Graphic illustration of each typology/hierarchy.
2. Curb Prioritization Memo: Memo describing each typology/hierarchy and the rationale for how each was developed, including data analysis, citywide goals, policies, and other considerations/ recommendations that will be integrated into the final report. It will include maps and graphics. The memo will describe potential curb conflicts based on Task 1 findings, policy goals, and strategies to overcome these challenges.

Task 3: Stakeholder Engagement

Engagement Plan

It is Walker's understanding that the City wishes to focus on targeted stakeholder engagement, not the community. Walker and EnviroIssues will work with the City Project Team to develop a comprehensive plan detailing the engagement's purpose, tactics, and schedule. The Engagement Plan will identify the different stakeholders (i.e., businesses, developers, advocates, organizations, employees, etc.) to align tactics and the type of input we need to inform the project. Assumes one review cycle with the City to finalize the engagement plan.

The following engagement tasks are assumed for the project:

Educational materials

Walker will create a fact sheet with project information, maps, and graphics that are digestible to the public. This fact sheet can be used in meetings, as a leave-behind, and potentially on the City's website. The specifics will be determined alongside the City Project Team.

Stakeholder Survey

Walker and EnviroIssues will develop a short survey for stakeholder meetings and door-to-door engagement. The survey will provide a way to organize stakeholder feedback in a universal format and seek input on curb issues and needs.



Stakeholder Meetings

We will meet with a broad range of stakeholders to educate them about curb management and gain input on the study. Stakeholders will include business owners, developers, property owners, employee representatives, property managers, employees, advocates, interest groups, tenant groups, small business owners (street-level businesses), and key City leaders in a combination of one-on-one meetings and focus groups.

Walker will facilitate up to twenty (20) stakeholder one-on-one meetings and interest group meetings (focus groups). The city is assumed to provide stakeholder names and contact information.

Door-to-Door Engagement

EnviroIssues will conduct four days of door-to-door engagement with businesses in the urban centers. The engagement will provide each business with information on the project and gain input through a short survey and discussions. The project fact sheet will be provided as a leave-behind for each business. EnviroIssues will research businesses and develop a route to optimize the door-to-door engagement.

Engagement Findings Memo

Walker and EnviroIssues will develop an engagement findings memo detailing the engagement activities, findings, and key themes.

Task 3: Stakeholder Engagement—Deliverables

1. Engagement Plan
2. Fact Sheet
3. Engagement activities (i.e., stakeholder survey, stakeholder meetings, door-to-door)
4. Engagement findings memo

Task 4: Plan Documentation

Once all deliverables from previous tasks are completed and approved, we will compile them into a draft report. The report will be written with clear project development and justification for recommendations. It will be an illustrative and digestible document. Walker will also provide a technology strategy to support the study's implementation. Walker will work with the City on one revision to the draft report and incorporate comments into a final report.

Task 4: Draft and Final Report—Deliverables

1. Draft and final report.

Walker Consultants	Chrissy Mancini Project Manager		Ben Weber		Sydney Stephenson Shah		Max Holperin		Total Hours	Total Fee
Hourly Rate (Including Overhead)	\$290		\$245		\$245		\$205			
	Hours	Fee	Hours	Fee	Hours	Fee	Hours	Fee		
Task 0: Project Management	12	\$ 3,480	1	\$ 245	1	\$ 245	1	\$ 205	15	\$ 4,175
Task 1: Existing Conditions		\$ -		\$ -		\$ -		\$ -	-	\$ -
- RFI		\$ -		\$ -	1	\$ 123		\$ -	1	\$ 123
- Programs and Infrastructure Review	1	\$ 290		\$ -	3	\$ 735		\$ -	4	\$ 1,025
- Existing Data Analysis	1	\$ 290	2	\$ 490	6	\$ 1,470	24	\$ 4,920	33	\$ 7,170
- Policy and Regulatory Review	1	\$ 290		\$ -	6	\$ 1,470		\$ -	7	\$ 1,760
- Peer Review and Memo	1	\$ 290		\$ -	16	\$ 3,920		\$ -	17	\$ 4,210
- Technology Review and Memo	1	\$ 290		\$ -		\$ -	14	\$ 2,870	15	\$ 3,160
- Site Visit (including agency meetings)	33.5	\$ 9,715	39.25	\$ 9,616		\$ -		\$ -	73	\$ 19,331
- Existing Conditions Memo	1	\$ 290		\$ -	12	\$ 2,940	4	\$ 820	17	\$ 4,050
Total	52	\$ 14,935	42	\$ 10,351	45	\$ 10,903	43	\$ 8,815	181	\$ 45,004
Task 2: Curb Prioritization										
- Vision of Success	1	\$ 290		\$ -		\$ -		\$ -	1	\$ 290
- Curb Functions	1	\$ 290		\$ -		\$ -		\$ -	1	\$ 290
- Curb Typologies	2	\$ 580	14	\$ 3,430	2	\$ 490	8	\$ 1,640	26	\$ 6,140
- Curb Prioritization	6	\$ 1,740	24	\$ 5,880	6	\$ 1,470	8	\$ 1,640	44	\$ 10,730
- Curb Typology Street Identifiers	1	\$ 290	2	\$ 490		\$ -	6	\$ 1,230	9	\$ 2,010
- Policy and Strategy Recommendations for Implementation	16	\$ 4,640	6	\$ 1,470	16	\$ 3,920		\$ -	38	\$ 10,030
- Performance Metrics	2	\$ 580		\$ -		\$ -		\$ -	2	\$ 580
- Memo	4	\$ 1,160		\$ -	16	\$ 3,920		\$ -	20	\$ 5,080
Total	33	\$ 9,570	46	\$ 11,270	40	\$ 9,800	22	\$ 4,510	141	\$ 35,150
Task 3: Engagement										
- Stakeholder Meetings and Prep (assumes 20 meetings, coordination, and follow up)	10	\$ 2,900	8	\$ 1,960		\$ -		\$ -	18	\$ 4,860
- Survey	1	\$ 290		\$ -		\$ -		\$ -	1	\$ 290
- Outreach Findings Memo	1	\$ 290		\$ -	4	\$ 980		\$ -	5	\$ 1,270
Total	12	\$ 3,480	8	\$ 1,960	4	\$ 980	-	\$ -	24	\$ 6,420
Task 4: Plan										
- Assemble Final Plan	2	\$ 580	2	\$ 490	16	\$ 3,920	8	\$ 1,640	28	\$ 6,630
- Technology Plan	2	\$ 580		\$ -		\$ -	7.5	\$ 1,538	10	\$ 2,118
Total	4	\$ 1,160	2	\$ 490	16	\$ 3,920	16	\$ 3,178	38	\$ 8,748
TOTAL Hours and Fee	101	\$ 29,145	98	\$ 24,071	105	\$ 25,603	81	\$ 16,503	384	\$ 95,321

EnviroIssues	Jessa Wolfe		Leiona Islam		Total Hours	Total Fee
Hourly Rate (Including Overhead)	\$148		\$125			
	Hours	Fee	Hours	Fee		
Task 0: Project Management						
- Kick-off, monthly invoicing, 8 PM meetings with City)	12	\$ 1,776		-	12	\$ 1,776
Task 3: Engagement		\$ -		-	-	\$ -
- Engagement Plan/Stakeholder Research	4	\$ 592	4	500	8	\$ 1,092
- Stakeholder Outreach and Coordination (door-to-door prep)	4	\$ 592	4	500	8	\$ 1,092
- Door-to-Door Outreach (4 days, 2 people per day, 5 hours per day including travel)	24	\$ 3,552	24	3,000	48	\$ 6,552
- Door-to-Door Outreach summaries	3	\$ 444	3	375	6	\$ 819
- Stakeholder Survey and results	8	\$ 1,184	13	1,625	21	\$ 2,809
- Outreach findings memo	5	\$ 740	5	625	10	\$ 1,365
TOTAL Hours and Fee	60	8,880	53	6,625	113	\$ 15,505

	Total Hours	Total Fee
TOTAL Hours and Fee (Walker and EnviroIssues)	497	\$ 110,826
Expenses (Walker) Assumes two site visits		\$ 4,000
Expenses (EnviroIssues) Mileage (250 miles at \$0.655 per mile: \$164		\$ 164
GRAND TOTAL		\$ 114,990

City of Redmond
Payroll Check Approval Register
Pay period: 6/1 - 6-30/2025
Check Date: 6/30/2025

Check Total:	\$	2,179.32
Direct Deposit Total:	\$	11,110.53
Wires & Electronic Funds Transfers:	\$	4,623.80
Grand Total:	\$	17,913.65

We, the undersigned Council members, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Redmond, and that we are authorized to authenticate and certify to said claim.


All Checks numbered **188729** through **188729** ,
Direct deposits numbered **188117** through **188123** , and
Electronic Fund transfers **1859** through **1859**
are approved for payment in the amount of **\$17,913.65**
on this **15 day of July 2025**.

Note:

City of Redmond
Payroll Final Check List
Pay period: 6/1 - 6-30/2025
Check Date: 6/30/2025

Total Checks and Direct deposit:	\$	14,405.45
Wire Wilmington Trust RICS (MEBT):	\$	3,508.20
Grand Total:	\$	17,913.65

I, the Human Resources Director, do hereby certify to the City Council, that the checks and direct deposits presented are true and correct to the best of my knowledge.

Signed by:

7C0092BCC9C549B

Human Resources Director, City of Redmond
Redmond, Washington
