



Memorandum

Date: 6/20/2023
Meeting of: City Council

File No. AM No. 23-073
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	Mike Haley	Project Manager
Public Works	Jon Spangler	Construction Division Manager

TITLE:

Approval of a Supplemental Agreement to Existing On Call Agreements with OTAK for Engineering and Inspection Services for Wastewater Lift Stations and Other CIP Projects

OVERVIEW STATEMENT:

Increase the on-call agreement with OTAK in an amount not to exceed \$1,000,000 for a total contract amount of \$3,000,000 for Construction Engineering and Inspection services to complete the Wastewater Lift Stations and other CIP projects as assigned. The agreement will be in effect through December 31, 2026, based on the City’s needs and the firm’s performance. This on-call has been used mostly for support of the lift station program. This has been an extension of staff to provide engineering and inspection oversight during construction. Most recently, Otak has supported Lift Station 12 and 13 construction. Public Works use this additional support and flexibility to support peaks in the workload, especially in the summer construction season so Public Works staff can focus on project initiation and design.

Additional Background Information/Description of Proposal Attached

REQUESTED ACTION:

Receive Information Provide Direction Approve

REQUEST RATIONALE:

- **Relevant Plans/Policies:**
N/A
- **Required:**
Council approval is required to award an Architectural and Engineering Services agreement that exceeds \$50,000 (2018 City Resolution 1503)
- **Council Request:**
N/A

- **Other Key Facts:**
N/A

OUTCOMES:

Approving this action keeps the City on the path to completing the construction phase of capital improvement projects.

COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:

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

BUDGET IMPACT:

Total Cost:
\$3,000,000

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

(Funding for this on-call work is identified in individual project budgets which are approved by council in the current CIP.)

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
11/6/2018	Business Meeting	Approve

Proposed Upcoming Contact(s)

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

Time Constraints:

There is an immediate need for this agreement to be in place for the 2023 construction season to ensure the city is ready to provide quality control for projects bid in 2023 and 2024.

ANTICIPATED RESULT IF NOT APPROVED:

Not approving agreements will result in delaying projects and increasing costs to complete projects.

ATTACHMENTS:

Attachment A: OTAK Supplemental Agreement