



Memorandum

Date: 10/18/2022
Meeting of: City Council

File No. AM No. 22-152
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	Adnan Shabir	Senior Engineer
Public Works	Paul Cho	Engineering Manager
Public Works	Steve Flude	City Engineer

TITLE:

Approval of On-call Consultant Contracts for Structural and Transportation Engineering Services

OVERVIEW STATEMENT:

These agreements are for on-call consultant engineering services and require Mayoral signature. The agreements are for two structural engineering firms (KPFF and VM Structural Design) and two transportation engineering firms (Pertee and Parametrix).

Each contract is for a period of three years with an option for two-year extension. Each contract has a maximum allowable contract value. Council approval does not authorize any additional spending. Funding for specific task orders will charge against an appropriate project or department budget account that has authorized spending authority.

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 an Architectural and Engineering Services agreement which exceeds \$50,000 (2018 City Resolution 1503).
- **Council Request:**
N/A

- **Other Key Facts:**

On-call contracts are used to bring specialty consultant resources to support staff quickly and efficiently.

OUTCOMES:

City staff use on-call contacts for project design, specialty work, peer review, and to supplement staff availability. These consultant services are crucial for delivery of city projects and timely development review.

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:

This action does not authorize any spending. It only creates a contract vehicle for otherwise authorized spending.

Approved in current biennial budget:

Yes

No

N/A

Budget Offer Number:

N/A

Budget Priority:

The work handled by these on-call contracts falls within the Healthy and Sustainable and Vibrant and Connected Priorities.

Other budget impacts or additional costs:

Yes

No

N/A

If yes, explain:

N/A

Funding source(s):

Funding for task orders may come from division operations funds, approved CIP projects, and programs, grants, or may be paid by developers for peer review of development projects.

Budget/Funding Constraints:

N/A - On-call consultant contracts specify that no work is guaranteed, and the stated amounts are not-to-exceed. Funding is encumbered only when a need arises from an approved budget source.

Additional budget details attached

COUNCIL REVIEW:

Previous Contact(s)

Date	Meeting	Requested Action
10/4/2022	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:

Contracts will be executed by December 31, 2022, to facilitate essential engineering work using task orders in 2023.

ANTICIPATED RESULT IF NOT APPROVED:

Staff will have difficulty advancing City projects on schedule, responding to emergency conditions, and meeting review timelines for development.

ATTACHMENTS:

- Attachment A: Additional Background information/Description of Proposal
- Attachment B: Structural Engineering On-Call- V+M Structural Design
- Attachment C: Structural Engineering On-Call- KPFF
- Attachment D: Transportation Engineering On-Call- Perteet
- Attachment E: Transportation Engineering On-Call- Parametrix