



## Memorandum

**Date:** 4/1/2025  
**Meeting of:** City Council

**File No.** AM No. 25-045  
**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	Eric Dawson	Capital Supervisor
Public Works	Amy Kim	Engineer
Public Works	Steve Gibbs	Capital Division Manager
Public Works	Vangie Garcia	Deputy Public Works Director

**TITLE:**

Approval of a Consultant Agreement with OAC Services, Inc., in the Amount of \$6,424,350, for the Maintenance and Operation Center (MOC) - Campus Redevelopment Project

**OVERVIEW STATEMENT:**

This consultant agreement with OAC Services, Inc., for \$6,424,350, is for owner's representative services for the MOC Campus Redevelopment, Project No. 2501.

Accessibility and mobility within the site will be critical in this project. Public Works is seeking authorization to negotiate and acquire permanent access easement rights from the adjacent UPS property to the northwest of the MOC site.

This agreement includes the cost of the design and construction phases. Notice to proceed to the consultant by staff will initially be for Phase 1 - State Project Review Committee Progressive Design Build (PDB) approval and design-build team procurement. Future phases' notices to proceed by staff will occur later in the project for Phase 2 - validation and design and Phase 3 - construction support and closeout.

☒ **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:**

Council approval is required to award an architectural and engineering services agreement that exceeds \$50,000 (2018 City Resolution 1503)

- **Council Request:**

N/A

- **Other Key Facts:**

Public Works is requesting this item go forward for Council approval at the April 1, 2025, Council business meeting. An overview of the Progressive Design-Build process was a study session topic on March 11, 2025.

**OUTCOMES:**

Approving this action keeps the City on the path to completing design of the project, which will improve the safety, reliability, and maintenance of infrastructure in the City. With an Owner's Representative on board, the City will have a subject matter expert that has extensive PDB experience and will also provide project management assistance, on-site inspection and quality control, and closeout assistance.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

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

Outreach efforts have not begun yet. The Master Plan includes a discussion of the surrounding area and site adjacencies, which provides a basic framework for stakeholders who should be included in outreach efforts. The owner's rep team includes an outreach sub-consultant who will develop and implement an outreach plan.

- **Outreach Methods and Results:**

N/A

- **Feedback Summary:**

N/A

**BUDGET IMPACT:**

**Total Cost:**

\$6,424,350

**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
3/11/2025	Study Session	Receive Information
3/25/2025	Committee of the Whole - Parks and Environmental Sustainability	Provide Direction

**Proposed Upcoming Contact(s)**

Date	Meeting	Requested Action
7/8/2025	Study Session	Receive Information

**Time Constraints:**

N/A

**ANTICIPATED RESULT IF NOT APPROVED:**

Not approving the design contract affects the anticipated city project timeline for construction and the completion of this project would be delayed according to CIP budget documents. The project team would delay our application for approval to use Progressive Design-Build and delay procurement of the design-build team.

**ATTACHMENTS:**

Attachment A: MOC Campus Redevelopment Project Information Sheet  
Attachment B: Additional Project Information  
Attachment C: Consultant Agreement  
Attachment D: Issues Matrix