



## Memorandum

**Date:** 4/20/2021  
**Meeting of:** City Council

**File No.** AM No. 21-064  
**Type:** New Business

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

Parks	Carrie Hite	425-556-2326
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**DEPARTMENT STAFF:**

Parks	Jeff Aken	Senior Parks Planner
Public Works	Rob Crittenden	Senior Engineer

**TITLE:**

Award of Bid to Ohno-Touchdown JV in the Amount of \$1,458,253 for the Base Bid Amount, and \$146,433 for the Additives 1 and 2 Bid Amount for a Total Bid of \$1,604,686 for the Westside Park Renovation, City Project No. 50021924; and Approval of Consultant Supplemental Agreement 2 with Board & Vellum Architects for Construction Engineering Support Services for the Westside Park Renovation to Increase the Maximum Amount Payable to \$518,211

**OVERVIEW STATEMENT:**

Westside Park is a 47-year-old neighborhood park in the Overlake Neighborhood which was last renovated in 1991. The purpose of this project is to upgrade the Park to improve play field drainage, construct a new playground with a zipline, expand the sport court, install a paved path looping through the Park, and construct a picnic shelter.

Staff recommends awarding the contract to Ohno-Touchdown JV, the low bidder. The bidders' unit prices, extensions, and additions have been checked for accuracy and for unbalanced bid items. References for Ohno-Touchdown JV have been contacted and were found to be satisfactory.

A supplemental consultant agreement with Board & Vellum Architects is needed so they can provide services to the City during construction including submittal review, response to questions from the contractor, and assistance with change orders as needed.

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

**REQUESTED ACTION:**

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

**REQUEST RATIONALE:**

- **Relevant Plans/Policies:**  
Westside Park Master Plan

- **Required:**  
Council approval is required to award a construction contract over \$300,000 per 2018 City Resolution 1503. Revised Code of Washington 39.80 and City Purchasing Policies and Procedures requires Council authorization for the Mayor to sign the consultant agreement.
- **Council Request:**  
N/A
- **Other Key Facts:**  
**Board & Vellum Architects - Contract Summary**
  - Consultant Agreement on 10/11/2019
    - Maximum Amount Payable \$493,103
    - Completion date 12/31/2020
  - Supplemental Agreement 1 on 11/3/2020
    - Extended completion date to 12/31/2021
  - Supplemental Agreement 2 pending Council approval
    - New Maximum Amount Payable \$518,211  
(Detailed contract fee summary shown on page 6 of Attachment C)
    - Extends completion date to 12/31/2022

**OUTCOMES:**

The overall park project will increase the parks use and community benefit by making it useable year-round with a picnic shelter, pathways, improved drainage and nature play elements.

**COMMUNITY/STAKEHOLDER OUTREACH AND INVOLVEMENT:**

- **Timeline (previous or planned):**  
Community Outreach for the Westside Park Master plan occurred in three open houses in late 2019 and early 2020 which helped define the layout of the Park.
- **Outreach Methods and Results:**  
Survey of community asking for preferred outcomes.
- **Feedback Summary:**  
The community was interested in seeing natural style play equipment such as log climbers and boulders, trail connections/wayfinding, an improved sports court and a more useable lawn area.

**BUDGET IMPACT:**

**Total Cost:**

Total project cost is \$2,600,000

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

**Budget Offer Number:**

Part of the Healthy and Sustainable area in the Capital Improvement Program, Map #137, Overlake Investments.

**Budget Priority:**

Healthy and Sustainable

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

If yes, explain:

N/A

Funding source(s):

Parks CIP

Budget/Funding Constraints:

N/A

☒ Additional budget details attached

**COUNCIL REVIEW:**

**Previous Contact(s)**

Date	Meeting	Requested Action
4/6/2021	Committee of the Whole - Parks and Human Services	Receive Information
1/4/2021	Committee of the Whole - Parks and Human Services	Receive Information
3/24/2020	Study Session	Receive Information

**Proposed Upcoming Contact(s)**

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

**Time Constraints:**

Award of bid today will allow construction on this project to begin in May 2021 with a goal of completing work on the project before winter 2021.

**ANTICIPATED RESULT IF NOT APPROVED:**

If the City Council chooses not to award the bid for this contract, it could delay construction of the project to the summer of 2022. The cost to construct next year would likely be higher.

**ATTACHMENTS:**

Attachment A - Westside Park Vicinity Map

Attachment B - Westside Park Bid Summary and Budget

Attachment C - Westside Park Supplemental Agreement 2 with Board & Vellum