

CITY COUNCIL AGENDA TOPIC

Resolution authorizing the execution of Supplemental Agreement No. 1 to the Professional Services Agreement (PO# 2450216) with HNTB Corporation in the amount of \$1,500,000, plus all applicable taxes.

Andrew Singelakis, Director
Mark Poch, Deputy Director
Maher Welaye, Assistant Director
Dale Lydin, Construction Manager
Kyle Potuzak, Design Engineering Manager
Transportation Department

EXECUTIVE SUMMARY**ACTION**

This Resolution authorizes the execution of Supplemental Agreement No. 1 to the Professional Services Agreement (PO# 2450216) with HNTB Corporation in the amount of \$1,500,000, plus all applicable taxes, for on-call construction management services for city or Levy-funded projects on an as-needed basis to supplement City Construction Management staff.

RECOMMENDATION

Move to adopt Resolution No. 10655

BACKGROUND/ANALYSIS

HNTB Corporation was originally selected from a formal solicitation (RFQ No. 24019) as one of two consultants to perform on-call construction management, inspection, and support for multiple city and Levy funded projects scheduled for completion over the next four years. The City Council awarded the contract to HNTB Corporation on August 6, 2024, in an amount not to exceed \$2,000,000, plus all applicable taxes (PO# 245216). Council approval included an option to extend the contract for an additional year for \$500,000, plus all applicable taxes, with the same terms and conditions.

The Capital Projects Division of the Transportation Department has eight full-time equivalent (FTE) senior construction project inspector positions for inspection of CIP projects, the Bridge and Pavement Management Program, and various other CIP projects. In the past 12 months, only five or six inspectors have been available for work due to long-term illness, internal transfers and promotions, and opportunities in the private sector, leaving only five or six on staff at any one time. During that period there were 12 to 15 projects under construction at any one time, several requiring multirole inspectors, resulting in a workload that has exceeded the capacity of available city inspection and construction management staff. The current authorized contract amount has been nearly committed, and this increase will allow for the anticipated need for consultant assistance over the next two years, with funds to meet reasonable unanticipated needs as they arise.

Due to the new contract amount total, City Council action is required for this change.

POLICY & FISCAL IMPACTS

Policy Impact

The 2023-2028 Transportation Improvement Program (TIP), which was adopted and passed on June 6, 2022, identified and prioritized CIP and Transportation Facilities Plan (TFP) projects. This agreement will assist in the construction of locally funded CIP projects and TFP projects where funding has been secured. This agreement will also support projects identified for analysis and implementation through the Neighborhood Safety, Connectivity and Congestion Management Levy.

Bellevue City Code 4.28.030(B)(1):

The city has promulgated policies, standards, and operational procedures that support open, fair, and transparent procurement of goods and services in accordance with all applicable laws. Such policies, standards and procedures may define the levels of authority pertaining to review and approval of contract change orders and shall be followed by all city departments.

Fiscal Impact

This action obligates the city to increase the contract with HNTB Corporation by \$1,500,000, plus all applicable taxes, for a total contract amount of \$3,500,000, plus all applicable taxes, for on-call construction management services for city or Levy-funded projects. Sufficient funding exists in the 2025-2030 Transportation Capital Improvement Program (CIP) to fully fund this contract.

Professional Services Agreement with HDR Engineering, Inc.	
Original Contract (PO# 2450216)	\$2,000,000
Supplement No. 1	\$1,500,000
New Contract Total Amount	\$3,500,000

OPTIONS

1. Adopt the Resolution authorizing the execution of Supplemental Agreement No. 1 to the Professional Services Agreement (PO# 2450216) with HNTB Corporation in the amount of \$1,500,000, plus all applicable taxes.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS

Proposed Resolution No. 10655

AVAILABLE IN COUNCIL LIBRARY

Supplement #1 to Professional Services Agreement