

**CITY COUNCIL AGENDA TOPIC**

Resolution authorizing a five-year Professional Services Contract with Nabih Youssef and Associates for structural peer review services in an amount not exceeding a contract total of \$600,000, plus all applicable taxes, for all services performed and expenses incurred under the Contract.

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*Development Services Department*

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**EXECUTIVE SUMMARY****ACTION**

Authorize a Professional Services Contract with Nabih Youssef and Associates to provide additional capacity for Development Services structural peer review services.

**RECOMMENDATION**

Move to adopt Resolution No. 10500

**BACKGROUND/ANALYSIS**

The Development Services Department (DSD) currently has professional services contracts with consulting firms for plan review services in structural, fire protection, geotechnical, clearing & grading, building, mechanical and electrical systems. Private consultants are used by DSD to address workload peaks and to provide specialized technical expertise. Consultants provide flexible resource options that are critical to achieving the goal of delivering high-quality, fast, and predictable services.

The DS line-of-business across four departments (DSD, Fire, Transportation, Utilities) is in the process of establishing contracts for review work in all disciplines so that DS is prepared to respond quickly to changes in market conditions resulting in upswings in development activity as well as unanticipated loss of capacity due to review staff departures, absences, or retirements. The process for authorization, recruitment, onboarding, and training of new hires is lengthy and is not sufficient to respond quickly enough to be synchronized with schedules that owners and developers are seeking. The authorization of this contract is aligned with ongoing DS process improvement work based on real-time feedback from customers, stakeholders, and the Bellevue Development Committee (BDC).

This contract will allow highly technical structural design peer review of high-rise buildings that exceed 240 feet in height where the building code prescribed lateral structural system requirements for seismic and wind loading are not utilized in the design. The technical term for this type of structural design process is "Performance-Based Design". The ability to respond quickly in the plan review of high-rise construction projects has made it essential that a pool of qualified structural peer review consultants with highly specialized expertise be available to ensure timely review of permit applications.

DSD published a request for qualifications (RFQ), evaluated engineering firms, and selected the four most qualified firms based on the published selection criteria in the RFQ. The term of the proposed contract is set for a maximum of five years with the not-to-exceed contract amount based on the technical nature of the services and the anticipated need. DSD anticipates the proposed contract amount will be adequate to support the use of outside peer review services for the next three to five years, depending on permit volumes. DSD will evaluate future needs and bring to Council additional contracts if needed for firms that meet qualifications and provide necessary resources.

## **POLICY & FISCAL IMPACTS**

### **Policy Impact**

A lack of available peer review consultants with the highly technical expertise required for high-rise buildings would slow the permit review process or make it impossible for developers and structural engineers to choose the cost-saving benefit of an alternative seismic design for high-rise buildings.

### **Fiscal Impact**

The contracted amount of \$600,000 for structural peer review is a pass-through cost paid entirely by the developer and there is no anticipated impact on the 2025-2026 budget or the 2027-2028 budget.

## **OPTIONS**

1. Adopt the Resolution authorizing a five-year Professional Services Contract with Nabih Youssef and Associates for structural peer review services in an amount not exceeding a contract total of \$600,000, plus all applicable taxes, for all services performed and expenses incurred under the Contract.
2. Provide alternative direction to staff.

## **ATTACHMENTS**

Proposed Resolution No. 10500

## **AVAILABLE IN COUNCIL LIBRARY**

Nabih Youssef and Associates Contract