

July 2, 2018

## **CITY COUNCIL AGENDA MEMORANDUM**

### **SUBJECT**

Resolution authorizing the execution of a four-year Professional Services Agreement with Parametrix Inc., to provide on-call general engineering services for Transportation federal-aid projects, in an amount not to exceed \$300,000, plus all applicable taxes, with an option to extend the contract for an additional year for \$75,000, plus all applicable taxes, with the same terms and conditions.

### **FISCAL IMPACT**

This action will obligate the City to a maximum of \$300,000, plus all applicable taxes, with Parametrix Inc., to provide on-call engineering services in support of Transportation's federal-aid projects. The contract is for a four-year term with an option to extend the contract for an additional year and \$75,000, plus all applicable taxes, with the same terms and conditions, if needed. Sufficient funds exist in the 2017-2023 Capital Investment Program (CIP) through the individual Transportation CIP project budgets to fund these services. Funding for future years will be contingent upon approved capital funds.

### **STAFF CONTACTS**

David Berg, Director, 452-6468  
Ron Kessack, Assistant Director, 452-4631  
Mike Mattar, Capital Projects Manager, 452-4318  
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Gregory Lucas, Senior Project Manager 452-4550  
*Transportation Department*

### **POLICY CONSIDERATION**

All consultant costs must comply with the contract cost principles and procedures found in the Federal Acquisition Regulation (FAR) at 48 C.F.R. Part 31. Washington State Department of Transportation's (WSDOT) Consultant Services Office (CSO) must approve the Consultant's indirect cost rate computations prior to contract execution.

### **BACKGROUND**

The following CIP projects that are partially funded by federal grants and loans, such as the Transportation Infrastructure Finance and Innovation Act (TIFIA), must follow certain federal requirements and procedures in the procurement of engineering services:

- 124th Avenue NE: NE 8th Street to NE 12th Street
- 124th Avenue NE: NE 12th Street to NE Spring Boulevard
- 124th Avenue NE: NE Spring Boulevard to Ichigo Way
- 124th Avenue NE: Ichigo Way to Northup Way
- 130th Avenue NE: BelRed Road to NE 20th Street
- NE Spring Boulevard Multi-Modal Corridor Zone 1A
- NE Spring Boulevard Zone 2: 120th Avenue NE to 124th Avenue NE
- NE Spring Boulevard Zone 4: 130th Avenue NE to 132nd Avenue NE (EB and WB)
- Mountains to Sound Greenway (Factoria Boulevard to 150th Avenue SE)
- Mountains to Sound Greenway (A) (150th Avenue SE – Sunset Pedestrian Bridge)

- Mountains to Sound Greenway (A) (Sunset Pedestrian Bridge to Lakemont Boulevard)
- Mountains to Sound Greenway (B) (I-405 to Factoria Boulevard)
- Northup Way Non-Motorized Safety Improvements
- King Countywide Non-Motorized Program (Eastgate Way Bike Lanes)
- Sherwood Elementary and Interlake High School Non-Motorized Safety Improvements
- BelRed Road Resurfacing and ADA Improvements

The existing City on-call professional services agreements could not be used on the above projects. Staff worked with WSDOT and the Federal Highway Administration (FHWA) to develop on-call professional service agreements, that meet the federal procurement requirements, to provide support services specifically for the above projects.

This contract will provide general engineering support services. The anticipated scope of services includes: roadway and structural engineering; environmental work; design; potholing and subsurface engineering; plan review and audit; traffic analysis and design; construction traffic control plans; public involvement and additional general engineering as needed.

A notice of the request for qualifications (RFQ No. 18016) was published in *The Seattle Times* and *The Seattle Daily Journal of Commerce* on April 19, April 24, and May 1. At the close of the RFQ period on May 17, 11 firms submitted proposals. After reviewing the proposals, the City chose to interview six firms on June 5 and June 6.

The selection criteria used to evaluate the proposals included:

- Qualifications/Expertise of Firm
- Qualifications/Expertise of Project Managers/Lead Facilitators
- Delivery Approach
- Familiarity with WSDOT/FHWA Standards
- Approach to Meeting Possible UBDE Goals

The City selected the following four firms to provide general engineering support services after the interviews:

- David Evans & Associates
- KPG
- KPFF
- Parametrix

Parametrix Inc. was selected because of their in-depth experience coordinating with multiple agencies, consultants, and stakeholders to deliver assigned task orders, displayed detailed knowledge of issues and challenges for the projects listed in the RFQ, and their ability to provide a comprehensive range of environmental services.

#### **EFFECTIVE DATE**

If approved, this Resolution becomes effective immediately upon Council adoption.

### **OPTIONS**

1. Adopt the Resolution authorizing the execution of a four-year Professional Services Agreement with Parametrix Inc., to provide on-call general engineering services for Transportation federal-aid projects, in an amount not to exceed \$300,000, plus all applicable taxes, with an option to extend the contract for an additional year for \$75,000, plus all applicable taxes, with the same terms and conditions.
2. Do not adopt the Resolution and provide alternative direction to staff.

### **RECOMMENDATION**

Option 1

### **MOTION**

Move to adopt Resolution No. 9432 authorizing the execution of a four-year Professional Services Agreement with Parametrix Inc., to provide on-call general engineering services for Transportation federal-aid projects, in an amount not to exceed \$300,000, plus all applicable taxes, with an option to extend the contract for an additional year for \$75,000, plus all applicable taxes, with the same terms and conditions.

### **ATTACHMENTS**

Proposed Resolution No. 9432

### **AVAILABLE IN COUNCIL DOCUMENT LIBRARY**

Local Agency A&E Professional Services Negotiated Hourly Rate Consultant Agreement