

AM NO. 10-065 (C9)

MEMO TO: City Council

FROM: John Marchione, Mayor

DATE: April 6, 2010

SUBJECT: **APPROVAL OF SUPPLEMENTAL CONSULTANT AGREEMENT NO. 2 FOR OVERLAKE VILLAGE STORMWATER AND PARK FACILITIES CONCEPTUAL DESIGN, PROJECT NO. 101128**

I. RECOMMENDED ACTION

Approve Supplemental Consultant Agreement No. 2 for engineering services for Overlake Village Stormwater and Parks Facilities Conceptual Design, Project No. 101128, with Otak, in an amount not to exceed \$97,993 and authorize the Mayor to sign the Agreement.

II. DEPARTMENT CONTACT PERSONS

Bill Campbell, Director of Public Works	425-556-2733
Ron Grant, Assistant Public Works Director/City Engineer	425-556-2742
Craig Larsen, Director of Parks and Recreation	425-556-2310
Tim Cox, Parks Project Manager	425-556-2755
Steve Hitch, Stormwater Project Manager	425-556-2891

III. DESCRIPTION

Background

In May 2009, the City initiated work on the Overlake Village Stormwater and Park Facilities Conceptual Design Project (The Project) to provide planning, analysis, and preliminary design of integrated stormwater treatment and park facilities in the Overlake Village and drainage area to the north shown in Attachment A. The project provides the technical work necessary to prepare and implement specific Overlake Neighborhood Plan policies related to stormwater and park facilities.

Project Status

There is substantial public interest in this project. In response to this interest, there has been additional complexity and intensity of the work, such as responding to public

records requests, providing more frequent updates to the Parks and Trails Commission and Planning Commission, and preparing information for distribution on the City website. The increased level of effort is resulting in a more complete and comprehensive plan that has the benefit of more public input.

Two other major projects are currently underway within the Overlake Village study area: the 152nd Ave NE Corridor Study; and the Sound Transit East Link Project. Coordination with these two projects has required adjustments to the schedule and scope of this project.

The project team has now completed engineering, economic, parks, and planning analysis to develop preliminary alternatives for location of stormwater and park facilities. This information was shared at a community meeting on January 21, 2010, and posted to the City's website.

The community meeting kicked off a month-long opportunity for public comment on the analysis performed. There continues to be substantial interest in this project. During the public comment period, the project team has coordinated with Sound Transit and with the 152nd Ave NE Corridor Study team. Through that coordination, it was determined that this project should consider the possibility of an alternative Sound Transit alignment along SR520. A discussion with City Council is scheduled for the April 27, 2010, study session.

Supplemental Consultant Agreement No. 2

Staff has worked throughout this project to inform/engage the public and to coordinate with other City and external projects. The increased public involvement and coordination with other projects is requiring additional time and effort to complete the project. This supplemental consultant agreement covers the additional work done to-date and needed to complete the project. Specific additional work elements include:

- Additional coordination meetings have been held with City staff, as well as briefings to the City of Bellevue
- Coordination with the 152nd Ave NE Corridor Study, and design charrette
- Refinement of low-impact development concepts, as the City works to determine what LID concepts are appropriate to Redmond
- Expanded site feasibility analysis to consider additional sites and communicate this analysis to the public
- Consider the implications of a possible alternative Sound Transit alignment
- Provide additional consultant support at well-attended community meetings
- Adjust the project to include multiple park prototypes and alternatives to allow for improved flexibility in the completed implementation plan.

The attached Supplemental Consultant Agreement No. 2 is the standard City agreement. It will be reviewed by the City Attorney and Risk Manager prior to signature by the Mayor.

IV. IMPACT

A. **Service Delivery:** This project will result in a functional plan and conceptual design of collocated regional stormwater and park facilities for the Overlake Village neighborhood, and selection of a preferred alternative for property acquisition and construction of the first facility.

B. **Fiscal:**

Stormwater and Parks Facilities Design

Consultant Agreement (Otak)	\$587,918
Supplemental Agreement No. 1	40,528
Supplemental Agreement No. 2	97,993
City Administration	20,000
Contingency	<u>50,000</u>
Total	\$796,439

Funding

Stormwater C.I.P.	\$796,439
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V. ALTERNATIVES

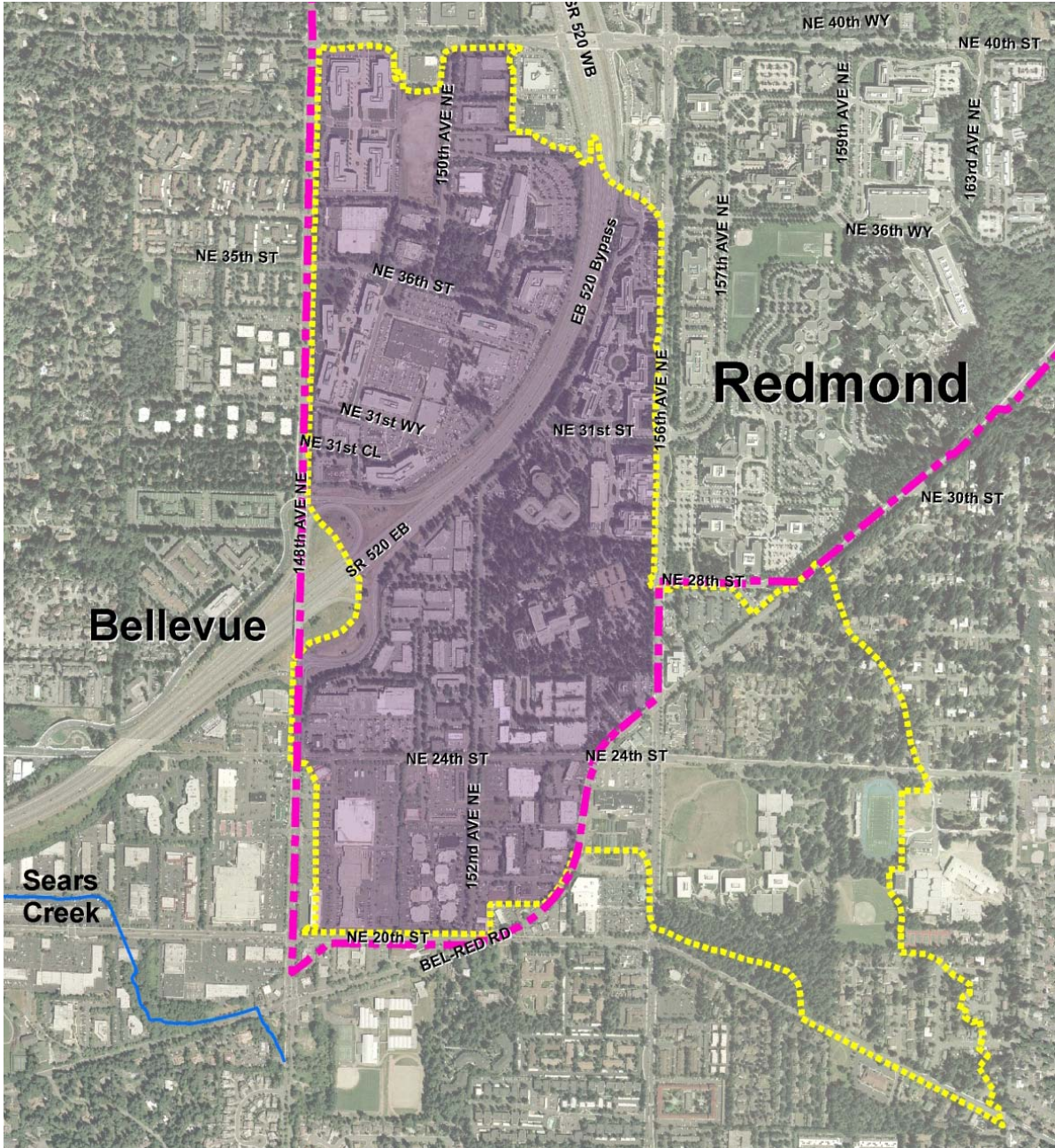
City Council could choose not to approve the Supplemental Consultant Agreement No. 2, however, this action would delay the Overlake Regional Facility planning and design process.

VI. TIME CONSTRAINTS

The current schedule is to complete the facilities plan by July 2010.

**Attachment A
Overlake Village Stormwater and Park Facilities Conceptual Design**

Study Area and Vicinity Map



ATTACHMENT B

**Overlake Village Stormwater and Park Facilities Conceptual Design
Project No. 101128**

SUPPLEMENTAL AGREEMENT NO. 2

This SUPPLEMENTAL AGREEMENT, made and entered into this ____ day of _____, 2010, between the City of Redmond, Washington, hereinafter called the CITY, and Otak, Inc., hereinafter called the CONSULTANT, amends an earlier Agreement (AGREEMENT) dated May 13, 2009.

WHEREAS the CITY desires to supplement the original AGREEMENT;

NOW THEREFORE, it is mutually agreed that the terms, stipulations, and conditions of the original AGREEMENT shall be binding upon the parties hereto except insofar as amended by this SUPPLEMENTAL AGREEMENT as follows:

I

Section II, SCOPE OF WORK, is amended by the additional tasks summarized in Exhibit A-2 attached hereto.

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the completion date for all work to read November 30, 2010.

III

Section V, PAYMENT, shall be amended to compensate the CONSULTANT for the work described in Exhibit A-2

A breakdown of the CONSULTANT'S cost proposal is attached hereto as Exhibit B-2. By this reference the exhibit is made a part of this SUPPLEMENTAL AGREEMENT.

Summarized below are the costs as listed in the original AGREEMENT and as modified by this SUPPLEMENTAL AGREEMENT.

Summary				
Description	Original Agreement	Supplement No. 1	Supplement No. 2	Total
Labor Cost	\$404,157	\$0	\$60,290	\$464,447
Subconsultant	\$153,761	\$40,528	\$37,703	\$231,992
Reimbursables	\$30,000	\$0	\$0	\$30,000
Total	\$587,918	\$40,528	\$97,993	\$726,439
Contingency	\$50,000	\$0	\$0	\$50,000
Grand Total	\$637,918	\$40,528	\$97,993	\$776,439

EXECUTION

IN WITNESS WHEREOF, the parties have executed this SUPPLEMENTAL AGREEMENT by having their representatives affix their signatures below.

Otak, Inc.

CITY OF REDMOND

By _____

By _____
John Marchione, Mayor

(Title)

Attested:

By _____
City Clerk

Approved as to Form:

By _____
City Attorney

EXHIBIT A-2

SCOPE OF WORK

The following modification to existing scope tasks is for additional services necessary and required to complete the Overlake Village Stormwater and Park Facilities Conceptual Design Project.

1 Project Management & Coordination

1.1 Coordination with the City of Redmond

Additional effort beyond the budget expectation is required for:

- Additional informal coordination meetings and conference calls with City staff due to the increased project duration from approximately 9 months to 14 months, and additional meetings to prepare for a more rigorous stakeholder consensus building process than included in the original scope of services. The original services agreement included 18 two hour informal meetings, meeting twice a month on average.
- Add property valuation services for up to 15 sites. This task included developing a list of three potential candidate property valuation consultants, obtaining approval on the short list of firm or individuals to be interviewed, developing and obtaining City approve of the list of interview questions and scoring criteria, interviewing potential subconsultants, making recommendations to the City on subconsultant selection, developing and processing the subconsultant agreement with the City, coordination of the subconsultant services, review of subconsultant's deliverables and review, incorporation of subconsultant's findings into consultant's work, and processing of subconsultant's invoices.
- Manage the additional complexity and intensity of work such as responding to request for public disclosure of project documents.
- Preparation and participation in coordination meetings with the City of Bellevue, the 152nd Street Improvement team, and Sound Transit alignment design charrette.
- Coordinating a bonding agreement for exploratory geotechnical investigation on the Sears property.

1.2 Project Monitoring and Reporting

Additional project monitoring and reporting is required due to increased project duration from 9 months to 14 months.

5 LID Feasibility Analysis

Additional effort beyond the budget expectation has been and is required to:

- Perform the hydrologic modeling of LID concepts needed for comparison of the cost of LID rate control vs. regional stormwater facility rate control; analyze potential LID measures relative to their locations within zoning districts and subbasins to define phasing opportunities for LID; make revisions to this analysis to reflect changes to subbasin boundaries received from in-progress modeling by NHC; and incorporate a larger than expected number of comments received on the draft technical memo to address City direction regarding suitability of low impact development in an urban setting..

6 Site Feasibility and Alternatives Analysis

Additional effort beyond the budget expectation is required to:

- Expand the site feasibility analysis from the two sites modeled by NHC to 18 additional potential collocation sites. The additional sites were added based on input from the City Staff Steering Committee and members of the City Council. Of those sites, 15 sites were found to be feasible for stormwater and were subjected to subsequent evaluations based on park function, Neighborhood Plan compliance and site implementation criteria. Develop a defensible site feasibility analysis that rigorously and objectively guides the City to a selection of preferred sites for the collocated park and stormwater facilities by weeding out sites that do not work from an engineering, parks, neighborhood plan, or financial perspective. Expand and refine the site feasibility analysis in response to review comments from City staff and Steering Committee.
- Develop four alternative Overlake Village collocation park and stormwater facilities groupings, using up to three of the preferred sites, that are spatially dispersed in the Village to provide the needed coverage for stormwater treatment and park use, while maintaining the vision for the village presented in the Overlake Village Plan.
- Address the level of intensity of public and private review of the site feasibility process

8 Public Involvement and Presentations

8.1 Planning and Urban Design Support to Basic Services Tasks

Additional effort beyond the budget expectation is required to:

- Provide technical planning support during the extended period of time of the project.
- Provide analysis to assess multiple alternatives' compliance with the adopted neighborhood plan.
- Consider the implications associated with multiple light rail alignment options.

8.3 Project Information Sheet and Updates

Additional effort beyond the budget expectation has been and is required to:

- Coordinate multiple stages of review and revision to the information sheet and updates. Although only three issues will be completed and the scope called for four, additional time has been and is required to develop graphics and text and to respond to revisions requested by City staff.

8.4 Project Website Support

Additional effort beyond the budget expectation has been and is required to:

- Provide information for posting on the City's website and to assist the City staff with setting up a comprehensive project specific webpage with tabs covering multiple topics. Otak also prepared additional information to go onto the website, which was not originally defined in the scope. Much of this effort was and is required to keep the community and stakeholders informed, in response to very active interest in the project.

It should be noted that although the website support task was more intensive than originally anticipated, the efforts related to "project email monitoring" have not been required. City staff is covering that task internally. As such, the budget originally assigned to Otak's effort to monitor and manage email coming in from the public can be allocated to another task.

8.5 Community Workshop Series Seeking Stakeholder Input in August 2009

Additional effort beyond the budget expectation was required to:

- Coordinate and prepare for the workshop series with City staff and Otak team members.
- Prepare presentation materials for the community workshop including both the digital media presentation and display boards in the room.
- More consultant staff attended the workshop due to the expected high interest in the project (to help manage the stakeholder process and respond to comments and questions).

8.6 Community Meeting Seeking Public Input on Alternatives in January 2010

Additional effort beyond the budget expectation was required to:

- Coordinate and prepare for the community meeting with City staff and Otak team members.
- Prepare presentation materials for the community meeting including the digital media presentation and display boards in the room.
- More people attended the meeting due to the high interest in the project (to help manage the stakeholder process and respond to comments and questions).

8.7 Community Meeting Communication and Seeking Public Input on Preferred Concepts (Proposed May 2010)

Additional effort beyond the budget expectation will be required to:

- Coordinate and prepare for the meeting, which is now scheduled to occur in the Spring of 2010. Preparations with City staff and Otak team members will be required and are expected to be more intensive than the scope originally assumed.
- Prepare presentation materials for the community meeting including the digital media presentation and display boards.
- To provide sufficient support to the City to manage the stakeholder process and respond to comments and questions that arise.

8.8 Additional Stakeholder Meetings

Additional effort beyond the budget expectation has been and is required to:

- To provide technical support and materials to the City for their stakeholder meetings with various property owners and project interests.
- To attend additional stakeholder meetings than originally scoped.
- To provide general support related to stakeholder outreach, which has been more intensive than expected and is also requiring more effort due to the extended duration of the project.

8.9 Traveling Display/Project Poster

This task is deleted from this Scope of Work as sufficient project presentation boards have been prepared as a part of the public involvement process. Budget originally assigned to this task can then be re-allocated to other tasks.

9 Master Plan Design (Implementation Plan)

Scope modifications, as outlined below, have decreased the overall budget needs for this task. As such, the budget remainder for this task can be assigned to other tasks.

- Develop conceptual designs, cost estimates and schedules for storm and park facilities above NE 24th Street to accommodate two potential Sound Transit rail alignments, in lieu of a single conceptual design included in the Scope of Work.
- Original scope called for development of master plan-level park designs of specific sites. Since the number of sites grew significantly and there is not a specific site to design, the approach has been revised to allow the City options with their decision-making process while at the same time providing a high level of detail. The most efficient and flexible method will be to generate three-dimensional composite images depicting portions of the various park/stormwater system types. These four types include: an urban transit plaza combined with a stormwater vault, a village green with a stormwater vault and/or constructed stormwater wetlands, refuge with a stormwater vault and/or constructed stormwater wetlands and an urban trail and linear park depicting potential for storage galleries and integrated LID.
- The original scope of work anticipated that conceptual designs would be taken to a 30 percent completion and 8-10 drawings would be prepared for each of two sites. As there is not a specific site to design, the level of engineering design and drawing preparation will be reduced accordingly.
- In general, the implementation plan will:
 - identify comprehensive plan policies that the project implements;
 - identify preferred locations for collocated facilities;
 - propose sequencing of three proposed facilities, short term (0-6 years), mid-term (5-15 years), long term (10-20+ years);
 - provide flexibility in location and facility type, with more specificity for short term actions.

10 Code Revisions

It is recommended that this task be deleted from this Scope of Work and be accomplished during the next phase of the project, and that a discussion and bulleted list of potential code revisions be included in Task 9 Master Plan Design.

EXHIBIT B-2

CONSULTANT FEE DETERMINATION

**PROJECT: Overlake Watershed Stormwater and Park Facilities Conceptual Design,
Supplemental Agreement No. 2**

CONSULTANT COSTS (Otak)

NEGOTIATED HOURLY RATES

<u>Classification</u>	<u>Hours</u>	<u>Rate</u>	<u>Cost</u>
PIC/PM Civil	80	\$185	\$14,800
Civil Engineer VIII	104	\$139	14,456
CE II	190	\$93	17,670
Planner I	40	\$71	2,840
Principal Urban Planner	40	\$153	6,120
GIS/CAD Tech	24	\$86	2,064
Project Admin Asst	36	\$65	2,340
Labor Subtotal:	514		\$60,290

REIMBURSABLES

Reimbursables Subtotal: \$ 0

SUBCONSULTANT (See Exhibit C)

Berger Partnership 37,703

Subconsultant Subtotal: \$37,703

Grand Total \$97,993

EXHIBIT C-2

SUBCONTRACTED WORK

The CITY permits subcontracts for the following portions of the work of the AGREEMENT:

<u>SUBCONSULTANT</u>	<u>WORK DESCRIPTION</u>	<u>AMOUNT</u>
Berger Partnership	Park Planning Services	\$37,703
	TOTAL =	<u>\$37,703</u>

NEGOTIATED HOURLY RATES

<u>Classification</u>	<u>Hours</u>	<u>Rate</u>	<u>Cost</u>
Principal Park LA	101	\$170	\$17,170
Sr. Park LA	151	\$83	12,533
Park LA	40	\$75	3,000
Labor Subtotal:	292		\$32,703

REIMBURSABLES

Reimbursables Subtotal:	<u>\$5,000</u>
Subconsultant Subtotal:	<u>\$37,703</u>