



Where Life is Sweet

Mayor and Members of the City Council
STAFF REPORT
For the Meeting of February 26, 2024

Title/Subject

Resolution 2315 Engineering Services Contract

Summary and Background

This resolution awards a contract for engineering services to Kittleson and Associates of Portland, Oregon. The contract and scope of work will prepare a Safe Streets 4 All Action Plan for the city. The contract amount is for \$280,000 and is expected to last through the end of 2024.

The city has been awarded a grant from the Federal Highway Administration for the preparation of a safety plan. This grant will focus on studying the existing rate of accidents and incidents in Hermiston and recommend both physical and policy improvements to reduce accidents. A large portion of the contract will be focused on public outreach to identify perceived hotspots and desired improvements. As noted during the goal setting session, potential snow removal solutions will also be researched in this planning effort.

Selection of a contractor utilized the traditional Request for Proposal solicitation process. The RFP was advertised in October of 2023. Three proposals were received. Sandow Engineering of Eugene, Nexus Planning of Spokane, and Kittleson of Portland all responded to the RFP. After interviewing all consultants and discussing the consultant responses with the Federal Highway Administration, Kittleson was selected as the contractor for this project.

The contract now comes before the city council for approval.

Tie-In to Council Goals

This project falls under Focus Area 1.4 – Complete Safe Streets 4 All planning.

Fiscal Information

The proposed contract is for \$280,000 for engineering services. The city has been awarded a grant for \$280,000 and of the total grant, a local match up to \$70,000 is required. The city will be reimbursed for the unmatched expenditure through an existing contract with the FHWA. Local staff time and materials are eligible as part of the local match.

Alternatives and Recommendation

Alternatives

1. Approve Resolution 2315
2. Reject Resolution 2315
3. Table

Recommended Action/Motion

Motion to approve Resolution 2315

Submitted By:

Clinton Spencer, Planning Director