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MEMORANDUM

Engineering Services

To: Mayor Jackola and City Council

Date: December 2, 2024

From: Ron Whitlatch, Engineering Services Director

Subject: **Approval to Award Engineering Service Contract**
Cheadle Lake Park Improvements Project Design
Project No. 23704

I. INTRODUCTION

City Staff is working with Udell Engineering to finalize a conceptual plan for the proposed improvements at Cheadle Lake Park. Udell Engineering has completed the park's topographic survey and the design for the Utility Extension Project, which was constructed late last year. The project is being funded by a 2.6-million-dollar grant from the State of Oregon, a 1.0-million-dollar Large Government Grant, and Parks System Development Charges funds.

To keep the project moving forward so that construction can begin after the 2025 Strawberry Festival, Staff is proposing to have Udell Engineering, through direct appointment, start the design as soon as the conceptual plan has been approved. Staff has consulted with the City Attorney, who agrees that Udell Engineering may be awarded the contract through direct appointment pursuant to ORS 279C.115.

ORS 279C.115 (2) provides that "A contracting agency may enter into a contract for architectural, engineering, photogrammetric mapping, transportation planning or land surveying services or related services directly with a consultant if the project described in the contract consists of work that has been substantially described, planned, or otherwise previously studied or rendered in an earlier contract with the consultant that was awarded under rules adopted under ORS 279A.065 and the new contract is a continuation of the project." Staff considers this Contract a continuation of the original contract with Udell Engineering.

II. RECOMMENDATION

I recommend the City Council pass a motion to award Udell Engineering the Engineering Service Contract for \$251,995.40.