

Council Agenda Bill

AB Number

AB25-010

Agenda Bill Information

Title*

Snoqualmie Design and Construction Standards Task Order

Action*

Motion

Proposed Motion

Motion to Approve Contract and Authorize Work, Design and Construction Standards

Council Agenda Section

Committee Report

Council Meeting Date*

01/27/2025

Staff Member

Emily Arteche

Department*

Community Development

Committee

Finance and Administration

Committee Date

01/22/2025

Exhibits

Packet Attachments - if any

Ordinance 0483.pdf	1.77MB
Perteet Inc Consultant (Professional) Services Contract_Design and Construction Standards.docx	66.88KB
Exhibits A and B Design and Construction Standards Task Order, Scope and Budget.pdf	852.7KB

Summary

Introduction*

This agenda item is associated with a Contract and Task Order with Perteet, Inc. Engineering to create a set of City of Snoqualmie Design and Construction Standards based on Snoqualmie Ridge, which could be used citywide on all development projects and city capital improvement projects through a future update to the Snoqualmie Municipal Code.

Background / Overview*

Design standards outline the requirements for streets and related construction in areas where new development is proposed and for improvements to existing development. The city practices have been to use Snoqualmie Ridge Development Standards which includes details for streets, stormwater drainage, water, sanitary sewer, erosion and sedimentation control, lighting, landscaping and irrigation, buffers,

signage, etc...

The previous legislative update to the Snoqualmie Municipality Code Design Standards for Streets was adopted by Ordinance 483 in 1980. The Snoqualmie Municipality Code, SMC 12.16.780 Design Standard Detail and Drawings calls for the city engineer to prepare, update and maintain standard design detail and drawings supplementing and illustrating the design standards.

Analysis*

This scope of services is pursuant to SMC 4.7.1 Sole Source. In certain circumstances the city is limited to a single source of supply and competitive bidding requirements may be waived by the department director per RCW

39.04.280(1)(a). The city must be able to demonstrate that the purchase is clearly and legitimately limited to a single source such that bidding the purchase would be useless and futile based on drafted specifications. In this case, the construction documents regulating Snoqualmie Ridge 1 and 2 were implemented by Perteet Engineering since the Ridge construction began. Perteet Inc. engineering is the single source to evaluate the current Snoqualmie Ridge II Development Standards and prepare an updated set of recommended standards. Drawings shall be modified, added to, or deleted, all as determined by the city engineer, in accordance with good engineering practice.

An update to the Snoqualmie Ridge Development Standards text and drawings with input from field staff and City Departments will allow the city to capture the city's best engineering practices into a consolidated set of standards ready for future implementation.

Budgetary Status*

Funds have already been authorized in this year's budget.

Fiscal Impact

Amount of Expenditure	Amount Budgeted	Appropriation Requested
\$156,454.00	\$2,468,414.00	\$0.00

Budget Summary

Administration recommends approving the Perteet contract totaling \$156,454 for updating design and construction standards. These expenditures were incorporated within the 2025-2026 Biennial Budget within the Community Development (#001) classification, which appropriated \$2,468,414 for services. This budget is encumbered by \$995,444 in outstanding contract value and internal service charges, as shown in the following table. With the addition of the Perteet contract, the remaining biennial budget appropriation is \$1,316,516 for Community Development services. Therefore, sufficient appropriation exists within the 2025-2026 Biennial Budget to fund the contract.

Fiscal Impact Screenshot

Community Development (#001)

2025-2026 Biennial Budget

Beginning Budget	\$	2,468,414
Expenditures	\$	-
Outstanding Contract Value & Internal Service Charges	\$	(995,444)
Current Available Budget	\$	1,472,970
Value of this Expenditure (AB25-010)	\$	(156,454)
Available Budget after AB25-010	\$	1,316,516

Notes