



**BUSINESS OF THE CITY COUNCIL  
CITY OF SNOQUALMIE**

**AB24-113  
October 28, 2024  
Consent Agenda**

**AGENDA BILL INFORMATION**

<b>TITLE:</b>	<b>AB24-113:</b> Award a Public Works Contract to Forma Construction Company for Police Station Improvements	<input type="checkbox"/> Discussion Only <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution
	<b>PROPOSED ACTION:</b> Adopt Resolution No. XXXX Awarding a Public Works Contract to Forma Construction Company for Police Station Improvements	

<b>REVIEW:</b>	Department Director	Brian Lynch	Click or tap to enter a date.
	Finance	Janna Walker	10/9/2024
	Legal	David Linehan	Click or tap to enter a date.
	City Administrator	Mike Chambless	Click or tap to enter a date.

<b>DEPARTMENT:</b>	Police		
<b>STAFF:</b>	Gary Horesjsi, Captain		
<b>COMMITTEE:</b>	Parks & Public Works	<b>COMMITTEE DATE:</b> October 22, 2024	
<b>EXHIBITS:</b>	1. AB24-113x1a (Res. No. XXXX) 2. AB24-113x1b (Contract)		

<b>AMOUNT OF EXPENDITURE</b>	\$ 164,728
<b>AMOUNT BUDGETED</b>	\$ 345,000
<b>APPROPRIATION REQUESTED</b>	\$ 0

**SUMMARY**

**INTRODUCTION**

This Agenda Bill seeks approval to award a public works contract to Forma Construction Company for Police Station Improvements and authorize the mayor to sign the contract. In order to meet WASPC accreditation standards and current best practices, issues in the original building design need to be resolved. This contract looks to remediate the most pressing concerns identified during the LEMAP review and promotes a higher level of operation and standards for the agency.

The Police Station Improvements was quoted and priced using the pre-bid work as part of the Job Order Contracting. Forma was selected as the contractor to complete the Job. The total price for the improvements total \$164,728.

**BACKGROUND**

The recently adopted City of Snoqualmie 2025-2026 Biennial Budget identifies the need to improve the Police Station. The existing Police Station located at 34825 SE Douglas St, Snoqualmie WA was designed in 1997. Since the initial design, security standards for Police Stations have evolved and the proposed contract will update the building to meet current security recommendations.

**LEGISLATIVE HISTORY**

Job Order Contracting (JOC) is an Alternative Public Works Contracting Procedure as laid out in Chapter 39.10 of the RCW. The primary objectives of the JOC program are to rapidly engage contractors in the performance of small to medium sized public work projects; to reduce administrative, construction, design, and planning costs; and to develop relationships with contractors to respond to community needs more quickly and efficiently. The JOC provides an effective means of reducing the lead-time and cost for public works projects by eliminating time-consuming, costly aspects of the traditional public works process. According to Mortensen, costs rose 4.9% in the last year, by moving quickly, staff will be able to preserve the buying power of approved funds. The existing spending approval authority is still required for all projects. The City of Snoqualmie selected Forma Construction as one of the on-call Contractors for the Job Order Contracting Procurement Method in AB23-052 after soliciting bids. Job Order Contracting allows for pre-priced work identified in the Construction Task Catalog with Forma having won a bid with a low adjustment factor of the construction task catalog.

**BUDGET IMPACTS**

Administration recommends approving a JOC with FORMA Construction Company in the amount of \$164,728 for Police Station facility improvements. The Police Station Facility Improvements Project is included within the 2025-2030 Non-Utilities Capital Improvement Plan (CIP) (#310) and as part of the continuing project appropriations specified in the Budget Ordinance (Ordinance No. 1296). The 2025-26 Budget Ordinance appropriates \$345,000 for the Police Station Facility Improvements Project. Nothing has been spent on this project and \$39,660 is encumbered for City employees’ labor related to the project. With the addition of the FORMA Construction Company JOC, the remaining Biennial Budget appropriation is \$140,612, as shown in the table below. Therefore, sufficient appropriation exists within continuing appropriations (Non-Utilities Capital Fund #310) to fund the contract.

**Police Station Facility Improvements Project (#310)**

	Life-of-Project Budget	
<b>Beginning Budget</b>	\$	345,000
<b>Expenditures</b>	\$	-
<b>Outstanding Contract Value (Previously Approved)</b>	\$	-
<b>Estimated Labor Value for the Project (City Employees)</b>	\$	(39,660)
<b>Current Available Budget</b>	\$	305,340
<b>Value of the Job Order Contract with FORMA (AB24-113)</b>	\$	(164,728)
<b>Available Budget after AB24-113</b>	\$	140,612

**NEXT STEPS**

Staff recommend awarding a Public Works Contract to Forma Construction Company for Police Station Improvements Project and authorize the mayor to sign.

## **PROPOSED ACTION**

Motion to Adopt Resolution No. XXXX Awarding a Public Works Contract to Forma Construction Company for Police Station Improvements.