



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-030
February 27, 2023
Committee Report

AGENDA BILL INFORMATION

TITLE:	Amendment No. 2 with RH2 Engineering for Utility System Plans Updates	☐ Discussion Only
PROPOSED ACTION:	Approve Amendment No. 2 to the Professional Services Agreement with RH2 Engineers	☒ Action Needed: ☒ Motion ☐ Ordinance ☐ Resolution

REVIEW:	Department Director/Peer	Mike Chambless	2/7/2023
	Finance	Drew Bouta	2/16/2022
	Legal	Anna Astrakhan	2/7/2023
	City Administrator	Mike Sauerwein	Click or tap to enter a date.

DEPARTMENT:	Parks & Public Works		
STAFF:	Jeff Hamlin		
COMMITTEE:	Parks & Public Works	COMMITTEE DATE: February 22, 2023	
MEMBERS:	Ethan Benson	Bryan Holloway	Jo Johnson
EXHIBITS:	1. X1 Contract Routing Sheet 2. X2 Amendment No 2 RH2 Utility Plans 3. X3 Contract_Exhibits Only_Amendment No. 2 4. X4 Contract_PSA_Exhibits Only 5. X5 Contract_Amendment No 1 6. X6 Certificate of Insurance 7. X7 Business License RH2		

AMOUNT OF EXPENDITURE	\$ 92,579
AMOUNT BUDGETED	\$ 9,716,844
APPROPRIATION REQUESTED	\$ 0

SUMMARY

INTRODUCTION

This agenda bill seeks a second amendment to the Professional Services Agreement with RH2 for additional planning and engineering services associated with the Utility System Plans.

LEGISLATIVE HISTORY

The original Professional Services Agreement (PSA) with RH2 Engineering was executed on April 25, 2018 (AB18-037) to provide planning and engineering services related to updating the Utility System Plans for Water, Wastewater, and Stormwater utilities. The PSA contract was amended

(Amendment No. 1) on October 26, 2020 for additional services to address emergent agency requirements for Risk and Resiliency Plans and Emergency Response Planning.

BACKGROUND

The Professional Services Agreement to update the Utility System plans included updates to the Water System Plan (WSP), the General Sewer Plan (GSP), and the Stormwater Comprehensive Plan. Plan updates have proceeded slowly due to various uncertainties surrounding major developments within the utility service areas, including the Mill Site Development, the Snoqualmie Casino Expansion, the Salish Development, and growth mandates related to the Growth Management Act.

ANALYSIS

The Scope of Work for additional services describes tasks necessary to address agency review comments and other tasks to finalize the Utility Plan updates, including the following:

- Address review comments received from the Washington State Departments of Health (DOH) and Ecology, King County, the Snoqualmie Tribe (Tribe), and other agencies.
- Coordinate with the City's financial consultant to provide technical support for the utility rate study and revise the Capital Improvement Programs as necessary to meet the financial goals of the study.
- Update the City's Certificate of Water Availability (CWA) form for consistency with the water system capacity and fire flow calculations in the WSP and to address the current needs of the City for CWA issuance.
- Perform wastewater system analyses for the additional flow and load from the proposed Snoqualmie Casino (Casino) expansion, including evaluation of the collection system and solids handling system, and preparation of a technical memorandum summarizing the results.
- Provide support to the City regarding modifications to its wastewater agreement with the Tribe.
- Update the City's GSP to include the Casino expansion.

Amendment No. 2 also includes a time extension for the contract through August 31, 2023. The time extension is needed to accommodate the revised project schedule to respond to agency review comments and receive final approval.

BUDGET IMPACTS

Administration recommends approval of Amendment No. 2 with RH2 Engineering in the amount of \$92,579 to provide planning and engineering services relating to updating the Utility System Plan. The City budgeted \$3,621,348 for services within Water Operations, \$4,086,875 for services within Sewer Operations, and \$2,008,621 for services within Stormwater Operations over the Biennium. During the current Biennium, \$201,823 has been incurred in the three funds, with amounts broken out by fund in the table below. The total contract value of \$92,579 is also broken out by fund in the table. The City will have a remaining budget of \$3,534,796 in Water, \$3,922,810 in Sewer, and \$1,964,837 in Stormwater for the 2023-2024 biennium subsequent to the approval of the agreement with RH2. Sufficient appropriation exists within the current 2023-2024 Biennial Budget for Water Operations (Fund #401), Sewer Operations (Fund #402), and Stormwater Operations (Fund #403) to fund the agreement.

Utility System Plan

	2023-2024 Biennial Budget			
	Water Services	Sewer Services	Stormwater Services	Total
Beginning Budget	\$ 3,621,348	\$ 4,086,875	\$2,008,621	\$ 9,716,844
Expenditures	\$ 54,817	\$ 108,108	\$ 38,897	\$ 201,823
Current Available Budget	\$ 3,566,531	\$ 3,978,767	\$1,969,724	\$ 9,515,021
				\$ -
Value of this Contract (AB23-030)	\$ 31,735	\$ 55,957	\$ 4,887	\$ 92,579
Available Budget after AB23-030	\$ 3,534,796	\$ 3,922,810	\$1,964,837	\$ 9,422,442

NEXT STEPS

Completion of the scope items listed above will be the final step in finalizing the Utility System Plans.

PROPOSED ACTION

Move to approve Amendment No. 2 to the Professional Services Agreement with RH2 Engineering for Utility System Plan updates.