



## City of Sumas Request for Council Action

Meeting Date: July 28, 2025

**Subject:**

Braaksma Engineering Services Agreement additional Funding for Services

Department: Electrical Dept

Prepared By: Michelle Quinn

**Agenda Location:**

☐ Public Hearing    ☒ Old Business    ☒ New Business    ☐ Staff Reports

**Brief Summary:**

Original Service Agreement with Braaksma Engineering signed August 26, 2024 not to exceed \$35,000.00.

Braaksma Engineering Addendum proposing continuing engineering services for the Bob Mitchell Avenue Feeder Project for an additional amount of \$10,950.00, exhibit #1 shows the the proposed change and extension of work

Legal Review:    ☒ Reviewed    ☐ Not Reviewed    ☐ Review Not Required

**Staff Recommendation:**

Staff is recommending the additional engineering services for the Bob Mitchell Avenue Project.

**Senior Staff Review:**

- ☐ Mayor
- ☒ Finance Director
- ☒ City Clerk
- ☒ Public Works Director

**Budget Implications:**

- ☒ Current Budget
- ☐ New Budget Request
- ☐ Non-Budgetary

## **FIRST AMENDMENT TO SERVICES AGREEMENT BETWEEN CITY OF SUMAS & BRAAKSMA ENGINEERING, INC.**

THIS First Amendment to the Services Agreement between the **CITY OF SUMAS**, a municipal corporation of the State of Washington (hereinafter the "City") and **BRAAKSMA ENGINEERING, INC.** (hereinafter the "Contractor") for engineering and related services for the design of an alternate overhead distribution feeder for the Bob Mitchell Avenue Feeder Project for the City's electrical power distribution system (executed on the 26<sup>th</sup> day of August, 2024, by the City and on the 28<sup>th</sup> day of August, 2024 by the Contractor) (hereinafter "Agreement") is made and entered into this \_\_\_\_\_ day of July, 2025, by and between the City and the Contractor.

### ***RECITAL***

WHEREAS, the City and Contractor have previously entered into the Agreement for services as described above; and

WHEREAS, the Contractor has requested an increase in the payment amount set forth in the Agreement as described in the Contractor's letter dated June 4, 2025, a copy of which is attached hereto as Exhibit "1", due to work scope expansion and changes that have impacted design time/budget; and

WHEREAS, the Contractor has agreed to perform the work scope expansion and changes as described in Exhibit "1"; and

WHEREAS, the City has agreed to increase the payment amount set forth in the Agreement by \$10,950.00 as requested by Contractor as additional compensation to the Contractor for performance of the work scope expansion and changes described in Exhibit "1";

NOW, THEREFORE, in consideration forgoing and the mutual covenants hereinafter set forth, the parties hereto agree as follows:

1. **Section IV** of the Agreement entitled Scope of Work is hereby amended to include the professional engineering and related services as described in Exhibit "1", including, but not limited to, the work scope expansion and changes described therein.

2. **Section V, sub-section B** of the Agreement entitled Payment is hereby amended so that the total compensation paid to the Contractor for performance of the services called for in the Agreement shall not exceed \$45,950.00, reflecting an increase of \$10,950.00.

3. Except as amended hereby, the Agreement shall remain in full force and effect between the City and Contractor as set forth therein.

IN WITNESS HEREOF, the parties have executed this amendment the day and year first above written.

**BRAAKSMA ENGINEERING, INC (Contractor)**

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**CITY OF SUMAS**

\_\_\_\_\_  
Bruce Bosch, Mayor

Attest:

\_\_\_\_\_  
Michelle Quinn, City Clerk

Approved as to Form:

\_\_\_\_\_  
James J. Wright, City Attorney



B R A A K S M A   E N G I N E E R I N G  
*electrical engineering*

June 4, 2025

City of Sumas  
433 Cherry Street  
P.O. Box 9  
Sumas, WA 98295

Attention: Sunny Aulakh

Hello Sunny,

Thank you for the opportunity to propose continuing engineering services for the Bob Mitchell Avenue Feeder project with overhead distribution.

This engineering work scope expansion is proposed to benefit the project with information revealed during the design process that was not included in the original engineering estimate. This proposed change is an extension of work proposed in a letter dated May 17, 2024.

The following work-scope item changes have impacted our design time/budget:

- 1) Materials to match City of Sumas warehouse inventory, and also to verify compatibility. The work proposed assumed standard installation details be adopted from previous work or from local regional utility (which is a practice at other small utilities). The materials sampled at Sumas were not identical to other standards available, some of the standards were not applicable and most standards reference many more standards, utilization of which would leave the project vulnerable to Contractor interpretation that may not favor the City of Sumas long term maintenance.  
  
Verification was required of the application and vendor identification for these components (for example the strength of Sumas standard, polymer pin type insulations, to accommodate side strain angles needed in this line construction to match the curved roadway). This work includes the insulators, dead ends, anchors, streetlight mounting, and pole hardware. Required extra time is 50 man-hours.
- 2) The number of design details required has increased from estimated 6 to 8. (This estimated overage may increase as information is received from the Civil Engineer regarding flood level requirements). Required extra time is 20 man-hours.



- 3) The design evolved to self-supporting fiberglass poles more appropriate for the available right of way and industrial traffic. This caused delays (project has been extended from 4 months to 12) for vendor response and rework of the drawings. Required extra time is 14 man-hours.
- 4) Railway Crossing support work, including downloading forms, verifying requirements on the design, and supporting the permit application. Required extra time is 6 man-hours.

We wish to make note that the following work-scope items may increase the design/time budget from this point forward:

- 5) Details required for flood avoidance to be determined when Surveyor completes elevation measurement at Pad Mounted Switch. This could become a major consideration if structure is required to maintain elevation within the right of way.
- 6) Contractor interface: This has been difficult to estimate on other Line Construction projects as there exists much variation as the work force remains impacted by pandemic shortages, and material costs are varying widely (40% increase in medium voltage elbows quoted 12 months apart).

*The total estimated cost of changes proposed (not including items 5 and 6) is 90 man-hours, billable at a not to exceed fee of \$10,950.*

Assumptions and clarifications for this work (from original letter of proposal) are included on page 3 of this letter. Please call me if you have questions or concerns at 360-734-7416.

Sincerely,

Gary Braaksma, P.E.



**Assumptions for this work include:**

- 1) This estimate is quoted on time and expense basis to not exceed the quoted totals. Hourly rates are \$130 for engineer, \$105 for specialist/coordinator, \$75 for Cad Designer.
- 2) Drawing Background will be based on information available. Circuit components will be located on the drawings based on adjoining landmarks. Underground conductors will be drawn from vault to vault to show circuiting and approximate locations. This proposal does not include a survey of right of way, equipment or lines.
- 3) The estimate does not include field time to verify arrangements or equipment. Electronic base background drawings for new development are assumed available from others if the design is to accommodate a new roadway.
- 4) Work includes design from W Front Street along Bob Mitchell Ave to a location just north of the railroad tracks.
- 5) Design will include 600A feeder capacity.
- 6) Work proposed does not include a load study.
- 7) Work will be completed by senior personnel and the work will be stamped and signed by a Licensed Professional Engineer.
- 8) This proposal will be accepted within one month and work will be completed within four months total of acceptance and all required information received.
- 9) Delays, changes and work stoppage may add to our fees.
- 10) Payment is due monthly when billed. Work will be billed monthly as it is completed. 1% interest fee per 30 days overdue accounts.