



City of Tualatin

CITY OF TUALATIN Staff Report

TO: Honorable Mayor and Members of the City Council
THROUGH: Sherilyn Lombos, City Manager
FROM: Rachel Sykes, Public Works Director
DATE: February 13, 2023

SUBJECT:

Consideration of **Resolution No. 5670-23** Authorizing an Amendment to an Agreement with Otak, Inc. regarding the Pavement Maintenance Program.

RECOMMENDATION:

Staff recommends that Council approve the resolution authorizing the City Manager to execute an amendment to an existing Professional Services Agreement with Otak, Inc. to provide design work and construction management services for the 2023 Pavement Maintenance Program in the additional amount of \$170,250.

EXECUTIVE SUMMARY:

Each year the City of Tualatin maintains its streets through a variety of pavement maintenance methods such as crack seal, overlay, and slurry seal. This preventative maintenance greatly extends the life of the pavement surface so that the complete reconstruction of the street is not necessary for many years. Before selecting a construction contractor, the City must retain a consultant to perform design work, construction management, and inspection services for the project.

The City issued a formal, publicly advertised solicitation for a Qualified Pool of consultants to provide professional services on an on-call basis. Otak, Inc. was selected to join the Qualified Pool and was awarded a consulting contract for the City's 2022 Pavement Maintenance Program in an amount not to exceed \$134,000. Otak has submitted a proposal to provide similar services for the 2023 Pavement Maintenance Program in an additional amount not to exceed \$170,250. TMC 1-21-110(6)(o) permits a temporary one-year extension of a contract if it is deemed appropriate to the City's needs. In order to maintain the quality of the City's roads, staff proposes to temporarily extend Otak's contract for one year, and then issue a publicly advertised request for proposals for the following year of services.

OUTCOMES OF DECISION:

Adopting the resolution and authorizing execution of the amendment would allow the City to proceed with the 2023 Pavement Maintenance Program in a timely manner.

FINANCIAL IMPLICATIONS:

Funds for this project are available in the Road Utility Fund.

ATTACHMENTS:

- Resolution No. 5670-23 Authorizing an Amendment to a Professional Services Agreement