



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: April 6, 2026		Subject: Resolution No. 3261 Authorizing the City Manager to Execute an Amendment to the Professional Services Agreement with DOWL, LLC for the Willamette Water Supply PLM 1.3: Construction Inspection of City Infrastructure Project (Capital Improvement Project No. 1127). Staff Member: Marissa Rauthause, PE, Civil Engineer Department: Community Development	
Action Required		Advisory Board/Commission Recommendation	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 st Reading Date: <input type="checkbox"/> Ordinance 2 nd Reading Date: <input checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Council Direction <input checked="" type="checkbox"/> Consent Agenda		<input type="checkbox"/> Approval <input type="checkbox"/> Denial <input type="checkbox"/> None Forwarded <input checked="" type="checkbox"/> Not Applicable Comments: N/A	
Staff Recommendation: Staff recommends Council adopt the Consent Agenda.			
Recommended Language for Motion: I move to adopt the Consent Agenda.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

A City of Wilsonville Resolution approving a Third Amendment to the Professional Services Agreement (PSA) with DOWL, LLC (DOWL) for engineering consulting services for the Willamette Water Supply PLM 1.3 Construction Inspection of City Infrastructure (Project) in the amount of \$300,826.

EXECUTIVE SUMMARY:

The Willamette Water Supply System (“WWSS”) is an intergovernmental entity formed by Tualatin Valley Water District, the City of Hillsboro, and the City of Beaverton. The WWSS is a multi-year effort to expand a seismically resilient water supply in the forming members’ service areas.

The City of Wilsonville has coordinated with WWSS in the planning, design, and construction of many WWSS and City infrastructure, including: a raw water intake and improved pumping facilities at the Willamette River Water Treatment Plant (WRWTP), a new electrical building and standby power facility, raw water transmission pipelines through the City, and other City infrastructure improvements.

Three of four transmission pipeline projects through Wilsonville have been completed to date. The final transmission pipeline project, Pipeline Main 1.3 (“PLM 1.3”), runs along a section of Kinsman Road between Wilsonville Road and Barber Street, Boeckman Road between Kinsman Road and 95th Avenue, 95th Avenue between Boeckman Road and Ridder Road, and Ridder Road between 95th Avenue and Garden Acres Road. The PLM 1.3 pipeline work is completed and WWSS is currently working on restoration of City infrastructure.

On May 1, 2017, Wilsonville City Council approved Resolution No. 2628 authorizing the City Manager to enter into a Ground Lease Agreement with the WWSS Commission in which the City leased land along an agreed upon route for a period of 99 years to place underground the 66-inch diameter raw water pipeline. As additional consideration, the Ground Lease Agreement includes six (6) significant infrastructure improvements, referred to as Right-of-Way Enhancement Projects and Deficiencies (Enhancement Projects). These projects are needed City infrastructure improvements along the raw water pipeline route to be constructed as part of the WWSS project. On September 20, 2021, the City Council approved Resolution No. 2919 to amend the original Ground Lease agreement terms to add and remove certain elements of the Enhancement Projects project list.

In order to ensure City infrastructure along the PLM 1.3 route and the Enhancement Projects are constructed in accordance with the Wilsonville Public Works Standards, City Council approved Resolution No. 3005 on November 21, 2022, authorizing the City Manager to execute a PSA with DOWL to provide engineering consulting construction inspection services for the Willamette Water Supply PLM 1.3 Project. All costs billed to the City by DOWL as a result of this PSA is reimbursed by WWSS in full on a quarterly basis, ensuring that the City is not funding work performed as part of the PLM 1.3 project.

DOWL has been providing services in accordance with this contract, which has been amended twice. The contract was amended on November 7, 2024 (First Amendment), to extend the contract term to December 31, 2025. City Council approved Resolution No. 3206 on July 21, 2025, authorizing the City Manager to execute an amendment to the PSA with DOWL (Second Amendment), to provide additional services, increase the contract amount, and extend the contract term to June 30, 2026.

The construction of the PLM 1.3 project was originally intended to be completed in fall or early winter of 2024. However, due to extended construction duration, the current schedule provided by WWSS to the City dated December 11, 2025, and attached in **Exhibit A** of Resolution No. 3261, shows substantial completion in November of 2026. This extension of the project timeline has created the need for additional effort from DOWL, including additional time requirements related to project management, project meeting attendance, general inspection and observations, erosion and sediment control inspection and documentation, and traffic control inspection. A more detailed breakdown of scope and fee can be found attached to the Third Amendment to the PSA in Exhibit A of Resolution No. 3261.

EXPECTED RESULTS:

DOWL will continue to act as the City’s representative to perform construction inspection to ensure the restoration and improvements to City infrastructure made by WWSS conforms to the City of Wilsonville Public Works Standards.

TIMELINE:

Construction of PLM 1.3 was initially anticipated to occur from November 2022 through November 2024, and the initial contract covered inspection of City infrastructure restoration and improvements through December 31, 2024. A previous amendment to this contract (First Amendment) extended the contract term to December 31, 2025, and an additional amendment (Second Amendment) extended the entire contract term to June 30, 2026. This amendment to the contract (Third Amendment) extends the contract term to December 31, 2028. This date coincides with the end of the two-year warranty period following the anticipated substantial completion of the project, as indicated in the current schedule provided by WWSS to the City on December 11, 2025, and included in Exhibit A of Resolution No. 3261.

CURRENT YEAR BUDGET IMPACTS:

There are no current year budget impacts resulting from the amendment to the construction inspection PSA with DOWL. All costs associated with construction inspection services and City overhead costs are reimbursed by WWSS on a quarterly basis in accordance with the Ground Lease Agreement.

COMMUNITY INVOLVEMENT PROCESS:

WWSS has a robust and inclusive community involvement process, including regular stakeholder and interested citizen meetings, newsletter updates, and coordination with Wilsonville public information staff. During construction of the project, the WWSS public engagement staff will continue public notification activities, stakeholder coordination and response to public inquiries

with assistance from the City.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The PLM 1.3 project has had and will continue to have significant impacts to the community. The construction of this project will continue to result in temporary congestion to traffic, including detours to traffic and pedestrian routes. This inconvenience is offset by the regional need for this facility and the Enhancement Projects that WWSS are constructing, improving City infrastructure that directly benefits the Wilsonville community.

ALTERNATIVES:

Council could require staff to modify the scope of work and renegotiate the contract fee or reject the contract outright. Either alternative is not recommended. DOWL has been providing uninterrupted inspections on the PLM 1.3 Project to the satisfaction of the City for over two years and renegotiation of the contract may disrupt ongoing construction inspection efforts that ensure the restoration and improvements to City infrastructure made by WWSS conforms to the City of Wilsonville Public Works Standards. Further, City inspection staff do not have capacity to meet project demands of the PLM 1.3 project and rejection of the PSA amendment with DOWL will result in a significant reduction in oversight, compliance, and quality of City infrastructure restoration .

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Resolution No. 3261
 - A. Willamette Water Supply PLM 1.3 Construction Inspection Of City Infrastructure Project Third Amendment To Professional Services Agreement