



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> April 20, 2026		<b>Subject: Resolution No. 3231</b> Authorizing the City Manager to Execute a Third Amendment to the Professional Services Agreement with Brown and Caldwell to provide Construction Administration Services for the Boeckman Creek Flow Mitigation Project (Capital Improvement Project #7068)  <b>Staff Member:</b> Ethan Rogers, PE, Civil Engineer  <b>Department:</b> Community Development	
<b>Action Required</b>		<b>Advisory Board/Commission Recommendation</b>	
<input checked="" type="checkbox"/> Motion <input type="checkbox"/> Public Hearing Date: <input type="checkbox"/> Ordinance 1 <sup>st</sup> Reading Date: <input type="checkbox"/> Ordinance 2 <sup>nd</sup> 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  <b>Comments:</b> N/A	
<b>Staff Recommendation:</b> Staff recommends Council adopt the Consent Agenda.			
<b>Recommended Language for Motion:</b> I move to adopt the Consent Agenda.			
<b>Project / Issue Relates To:</b>			
<input checked="" type="checkbox"/> Council Goals/Priorities:		<input checked="" type="checkbox"/> Adopted Master Plan(s): 2024 Stormwater Master Plan Project BC-2	
		<input type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

A City of Wilsonville Resolution approving a Third Amendment to the Professional Services Agreement (PSA) with Brown and Caldwell (BC) in the amount of \$248,074 for engineering consulting services for the Boeckman Creek Flow Mitigation Project (Capital Improvement Project No. 7068).

**EXECUTIVE SUMMARY:**

The Boeckman Creek Flow Mitigation Project (Project) represents work on the final two elements of the Boeckman Road Corridor Project (BRCP).

1. Boeckman Creek stream restoration work to provide fish passage which includes removing the existing culvert, flow control structure, and roadway embankment fill.
2. Mitigation for the resulting Boeckman Creek flow differential after removing the flow control structure via modifications to existing stormwater facilities and site grading to increase stormwater storage capacity.

Due to the complexity and uncertain preparation and approval time needed to obtain the regulatory agency environmental permits, these two interconnected elements were removed from the BRCP contract work in order to timely proceed with construction of the other BRCP elements, including the Boeckman Creek Bridge.

On February 22, 2024, Council approved Resolution No. 3114, authorizing a Professional Services Agreement (PSA) with Brown and Caldwell (BC) to prepare final plans and specifications and provide bid support for the Boeckman Creek flow mitigation work (Item No. 2). A subsequent PSA amendment was approved by Council via Resolution No. 3103 on August 5, 2024 authorizing BC to prepare final plans and specifications for the Boeckman Creek stream restoration work (Item No. 1).

Resolution No. 3231 authorizes the amendment of the BC PSA to include the next phase of work, construction administration services during the project's construction as detailed in Exhibit A. This amendment totals \$248,074, bringing the total contract amount of the Professional Services Agreement with Brown and Caldwell to a not-to-exceed amount of \$1,667,351.

**EXPECTED RESULTS:**

Brown and Caldwell will continue to provide engineering services for the Boeckman Creek Flow Mitigation Project by providing construction project management, construction meetings, construction engineering, consulting arborist services, and post-construction survey work services.

**TIMELINE:**

Upon execution of the amendment to the PSA, construction administration and engineering services are expected to begin and carry through the end of 2026. Construction is anticipated to begin this spring, completed by end of fall 2026, with post-construction survey and record drawings continuing into the end of 2026.

**CURRENT YEAR BUDGET IMPACTS:**

The amended budget for Fiscal Year 2025-26 (FY 26) includes funding from Stormwater Operating and System Development Charges (SDC) for construction, contract administration, and overhead for the Project as follows:

<b>CIP No.</b>	<b>Project Name</b>	<b>Funding Source</b>	<b>Adopted FY26 Budget</b>	<b>Contract Amount</b>
7068	Boeckman Creek Flow Mitigation	Stormwater Operating & SDC	\$ 2,213,892	\$248,074

The amended engineering work is within the budgeted amount. This project is included in the City’s five-year capital improvement plan (CIP) and will carry into the next fiscal year.

**COMMUNITY INVOLVEMENT PROCESS:**

During the engineering design phase of the Project, multiple public meetings and open house events were held to provided a forum for community to provide feedback on the project and to have questions answered. A project website has been formed and updated regularly to communicate project related impacts and updates. Frequent communication with nearby stakeholders, such as the Brenchley Estates Homeowners Association and Siemens, occurred throughout the design phase of the project and will continue during construction. Notice of upcoming construction impacts will be provided through website updates, door hangers, social media, and articles in the Boones Ferry Messenger.

**POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:**

The Project will contribute to restoring the natural drainage patterns in the Coffee Lake and Boeckman Creek drainage basins in Wilsonville. Restoring these patterns will allow stream restoration and responsible removal of the culvert and flow control structure in Boeckman Creek that currently obstruct fish passage. The Coffee Lake Basin restoration will alleviate increased flows within Boeckman Creek, helping to mitigate potential downstream erosion impacts to private property. Achieving fish passage will allow the City to meet regulatory requirements associated with replacing the Boeckman Dip with a bridge, which was a much-needed connection for the Wilsonville community’s transportation systems.

**ALTERNATIVES:**

Council could direct staff to modify the scope of work and renegotiate the contract fee or reject the contract outright. Either alternative is not recommended. Brown and Caldwell has been providing design services for the Boeckman Creek Flow Mitigation Project to the satisfaction of the City for over a year and a half, and renegotiation of the contract may disrupt preparation and readiness of their staff for construction.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Vicinity Map
2. Resolution No. 3231
  - A. Third Amendment to Contract No. 242210, Professional Services Agreement for Ash Meadows Flow Mitigation Project, CIP No. 7068