



URBAN RENEWAL AGENCY MEETING STAFF REPORT

Meeting Date: January 5, 2026		Subject: URA Resolution No. 356 Authorizing the City Manager to Execute an Amendment to the Professional Services Agreement with Harper Houf Peterson Righellis Inc. (HHPR) to provide Engineering Consulting Services for the Brown Road Improvements Project (Capital Improvement Project No. 4216) 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 checked="" type="checkbox"/> Resolution <input type="checkbox"/> Information or Direction <input type="checkbox"/> Information Only <input type="checkbox"/> Board 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 the Urban Renewal Agency (URA) adopt the Consent Agenda.			
Recommended Language for Motion: I move to adopt the URA Consent Agenda.			
Project / Issue Relates To:			
<input type="checkbox"/> Council Goals/Priorities:	<input checked="" type="checkbox"/> Adopted Master Plan(s): Transportation System Master Plan UU-03	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE AGENCY:

An Urban Renewal Agency (URA) Resolution approving a Third Amendment to the Professional Services Agreement (PSA) with Harper Houf Peterson Righellis Inc. (HHPR) in the amount of

\$240,406.30 for engineering consulting services for the Brown Road Improvements Project (Capital Improvement Project No. 4216).

EXECUTIVE SUMMARY:

Brown Road is an existing collector roadway that connects the residential neighborhoods of the northwestern portion of Wilsonville to the City's main arterial roadway, Wilsonville Road. The existing areas surrounding Brown Road are fully developed with a mix of residential uses and a City park. The existing Brown Road is characterized by a narrow right-of-way with limited space for expansion, consisting of transportation infrastructure ranging from rural, unimproved frontage to a mix of incremental sidewalk and on-street parking improvements constructed over many years as different properties developed. The result is an unconnected, inconsistent transportation facility that does not meet the needs of the surrounding community today.

The Brown Road Improvements (Project) represents the last transportation upgrade funded through the West Side Urban Renewal Agency (URA) District, formed to help build out the transportation network needed to serve development of the Villebois neighborhood. This project includes upgrading a section of Brown Road to more closely meet current City standards for a neighborhood collector roadway. The section to be improved is approximately 1,900 feet long and extends from Wilsonville Road to Evergreen Drive. The intersections at Wilsonville Road and Evergreen Drive are included in the scope of this project. Urban upgrades are needed to improve multi-modal connectivity by adding bike lanes, sidewalks, and turn lanes that accommodate access to adjacent neighborhoods. The location of the planned improvements are depicted in **Attachment 1 – Vicinity Map**.

On September 5, 2024, the Urban Renewal Agency approved URA Resolution No. 351, entering into a Professional Services Agreement with HHPR for survey, design, public engagement, utility coordination, and property acquisition services for the Brown Road Improvements project. Since that time, two minor amendments to the PSA with HHPR have been executed in the amounts of \$11,064.90 and \$14,185.00, respectively, to provide additional engineering consulting services. The Third Amendment to the HHPR PSA includes additional property acquisition support and construction engineering services as detailed in **Exhibit A to URA Resolution No. 356**, totaling \$240,406.30, which brings the total contract amount of the Professional Services Agreement with HHPR to a not-to-exceed amount of \$972,651.46.

EXPECTED RESULTS:

Upgrade approximately 1900 feet of Brown Road to a neighborhood collector standard, improving multi-modal connectivity by adding bike lanes, sidewalks, and turn lanes that improve access to adjacent neighborhoods, while enhancing stormwater quality, street lighting, and pavement condition.

HHPR will continue to provide engineering services for the Brown Road Improvements Project by providing right-of-way and easement acquisition support, construction project management, construction meetings, construction quality control surveying, construction engineering, consulting arborist services, as-built survey and drawings, and post-construction survey work

services.

TIMELINE:

Upon execution of the amendment to the PSA, engineering design work and construction phase services are expected to continue through mid-2027. Construction is anticipated to begin in the second quarter of 2026 and be completed by the end of that year, with post-construction survey and as-builts continuing into mid-2027.

CURRENT YEAR BUDGET IMPACTS:

The adopted budget for fiscal year (FY) 2025-26 includes funding for engineering design, overhead, and construction for the Project as summarized below.

CIP No.	Project Name	Funding Source	Adopted Budget	Amendment
			FY 25/26	Amount
4216	Brown Road Improvements	Westside URA	\$2,976,000	\$240,406.30

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:

The Brown Road Improvements Project was identified as a high priority project through the last major update to the Wilsonville Transportation System Plan, which included an extensive community involvement process. Additional public outreach occurred as part of the West Side Urban Renewal Plan, where the Project was identified as a high priority by the community to be funded through the urban renewal program.

The Public Engagement Plan outlines the process for timely and accessible forums of public input, including in-person and online open houses, stakeholder meetings, public surveys, public events, etc. at a minimum of four key points in the project: pre-design, preliminary design, advance design, and pre-construction. Open houses have already been held at Wood Middle School for the pre-design, preliminary design, and advance design phases of the project, with the next open house tentatively planned for Spring or Summer 2026 once a contractor has been selected. Additional engagement is occurring through Let's Talk, Wilsonville!, Boones Ferry Messenger, project website, social media, and mailers.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The Project includes roadway and multi-modal improvements and overhead utility undergrounding necessary to provide safe and accessible transportation choices, improving the City's local transportation network and utility infrastructure, benefiting the community.

ALTERNATIVES:

The Urban Renewal Agency could require staff to modify the scope of work and renegotiate the contract fee or reject the contract outright. Either alternative is not recommended. HHPR has been providing design services for the Brown Road Improvements Project to the satisfaction of the City for over a year, and renegotiation of the contract may disrupt ongoing design efforts and the anticipated bidding and construction timelines.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Vicinity Map
2. URA Resolution No. 356
 - A. Brown Road Improvements Project Third Amendment To Professional Services Agreement