



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> January 5, 2023		<b>Subject: Resolution No. 3019</b> Authorizing the City Manager to Execute a Second Amendment to the Professional Services Agreement with OTAK, Inc. for Construction Engineering Services for the 5 <sup>th</sup> Street / Kinsman Road Extension project (Capital Improvement Project 1139, 2099, & 4196).  <b>Staff Member:</b> Zach Weigel, P.E., City 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: Goal 1.5 Implement existing transportation plans and advance planning efforts to improve our local transportation network.		<input checked="" type="checkbox"/> Adopted Master Plan(s): Transportation System Plan Project RE-04	<input type="checkbox"/> Not Applicable

**ISSUE BEFORE COUNCIL:**

A City of Wilsonville Resolution approving a Second Amendment to the Professional Services Agreement (Amendment) with OTAK, Inc. in the amount of \$50,872.94 for Construction Engineering Services for the 5<sup>th</sup> Street / Kinsman Road Extension (Capital Improvement Project (CIP) 1139, 2099, & 4196) project.

## **EXECUTIVE SUMMARY:**

The 5<sup>th</sup> Street / Kinsman Road Extension project (Project) is identified as a high priority project in the 2013 Transportation System Plan (TSP, amended in 2020) as Project RE-04 and the Year 2000 Urban Renewal Plan. The project will extend 1000 feet of Kinsman Road south of Wilsonville, Road, 1800 feet of 5<sup>th</sup> Street west of Boones Ferry Road with a new intersection of Kinsman Road and 5<sup>th</sup> Street, and 2000 feet of Ice Age Tonquin Trail and includes installation of two bridge crossings of Coffee Lake Creek, and extension of wastewater and water pipelines.

On October 19, 2020, City Council approved Resolution No. 2855, entering into a Professional Services Agreement (PSA) with OTAK, Inc. for construction engineering services. This work consists of supporting Wilsonville staff in the day to day administration of the construction contract, including survey quality control, environmental permit compliance, construction document and submittal review, and construction inspection of structural facilities. On March 1, 2021, City Council approved Resolution No. 2881, entering into a Construction Contract with Moore Excavation, Inc. Construction of the Project began on April 1, 2021 with a final completion date of January 31, 2023.

In August 2022, the City determined additional construction engineering services were needed than what was originally contemplated under the original OTAK contract. As a result, a First Amendment to the PSA with OTAK, Inc. was authorized on September 19, 2022 in the amount \$48,371.90 for performance of additional utility coordination, construction document review, and geotechnical inspection.

Due to unforeseen utility conflicts on Boones Ferry Road, the construction contract final completion date, with Moore Excavation, Inc., has been extended to May 29, 2023. As a result, the OTAK PSA must be amended to provide additional construction engineering services through the extended construction date. The PSA Second Amendment with OTAK, Inc. (**Exhibit A**) increases the compensation by \$50,872.94 and extends the contract term to October 31, 2023. Because this PSA amendment increases the original contract amount by more than fifteen (15) percent, City Council authorization is required.

## **EXPECTED RESULTS:**

Extend 1000 feet of Kinsman Road south of Wilsonville Road, 1800 feet of 5<sup>th</sup> Street west of Boones Ferry Road with a new intersection of Kinsman Road and 5<sup>th</sup> Street, and 2000 feet of Ice Age Tonquin Trail and includes installation of two bridge crossings of Coffee Lake Creek and a new railroad crossing, and extension of wastewater and water pipelines.

## **TIMELINE:**

Construction of the 5<sup>th</sup> Street / Kinsman Road Extension project is anticipated to be complete by May 29, 2023. Post construction work to be completed by OTAK, including “as-built” drawings, post construction survey monumentation, and closeout of the project record will be completed by October 31, 2023.

**CURRENT YEAR BUDGET IMPACTS:**

The amended Fiscal Year 22/23 budget includes funding for construction, contract administration, and overhead for the 5<sup>th</sup> Street / Kinsman Road Extension project. The source of project funds for this work include System Development Charges (SDC) and Year 2000 Urban Renewal Agency (URA) as summarized below:

CIP No.	Project Component	Funding Source	FY 22/23 Budget	Agreement Total
1139	Water System	Water SDC	\$674,165.00	\$5,494.28
2099	Sewer System	Sewer SDC	\$829,180.00	\$10,988.55
4196	Roadway System	Year 2000 URA	\$5,015,167.00	\$34,390.11
		Total	\$6,518,512.00	\$50,872.95

The construction engineering PSA amendment is within the budgeted amount for the Project. This project is included in the City’s five-year capital improvement plan and will carry into the next fiscal year.

**COMMUNITY INVOLVEMENT PROCESS:**

The Boones Ferry Road to Brown Road Connector Corridor Plan included an extensive community involvement process with multiple stakeholder meetings, two public meetings, an on-line survey, and hearings before both City Council and the Planning Commission.

During the 2017 design phase of the 5th Street / Kinsman Road Extension project, engagement of the community has included three public open houses, meetings with several landowners, two City Council meetings, and regular informational updates on the project website and social media.

Coordination and outreach to the surrounding community and adjacent property owners will continue throughout construction, providing regular updates and notifications through the use of flyers, door hangers, social media posts, press releases, and Boones Ferry Messenger articles.

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

Construction of the 5<sup>th</sup> Street / Kinsman Road Extension project will provide additional connectivity in south Wilsonville with a new route between Old Town and Kinsman Road that parallels Wilsonville Road and provides an alternate to using the Wilsonville Road / Boones Ferry Road intersection, which experiences frequent congestion when I-5 approaches capacity. This project will also provide infrastructure and access to serve future industrial and residential development in the Arrowhead Creek Planning Area.

Along with constructing the roadway, both water and sanitary sewer will be extended within the road right-of-way. The project will construct a significant segment of Ice Age Tonquin Trail providing bicycle and pedestrian connectivity between the residential neighborhoods in southwest Wilsonville to commercial businesses along Boones Ferry Road, to Boones Ferry Park and Memorial Park, and to the neighborhoods east of I-5 and south of Wilsonville Road.

**ALTERNATIVES:**

Current final project design is based on coordination between City Staff, the design consultant team, neighboring property owners, the Old Town neighborhood, and City Council direction over the course of the Project design since 2016.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Vicinity Map
2. Resolution No. 3019
  - A. 5<sup>th</sup> Street / Kinsman Road Extension Second Amendment to Professional Services Agreement