



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: September 5, 2024		Subject: Resolution No. 3155 Authorizing the City Manager to Execute a 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 P. 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 checked="" type="checkbox"/> Adopted Master Plan(s): Transportation System Master Plan UU-03	<input type="checkbox"/> Not Applicable	

ISSUE BEFORE COUNCIL:

A City of Wilsonville Resolution approving a Professional Services Agreement (PSA) with Harper Houf Peterson Righellis Inc. (HHPR) in the amount of \$706,995.26 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 western 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 District, formed to help build out the transportation and infrastructure network needed to serve development of the Villebois neighborhood. This project includes upgrading 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 B – Vicinity Map.

A Request for Proposals (RFP) for engineering consulting services was issued on April 24, 2024. A total of eight (8) proposals were submitted by the May 28, 2024 deadline, and were subsequently evaluated by the City's selection review committee. Harper Houf Peterson Righellis Inc. (HHPR) was identified as the successful proposer in accordance with City and State procurement requirements for professional services over \$100,000.

HHPR will be responsible for delivering engineering design plans and construction documents which will be used to request bids from qualified contractors for the construction phase of the Project. The negotiated contract amount includes preliminary design, final design, public engagement, utility coordination and property acquisition services as detailed in **Exhibit A to Resolution No. 3155**. A contract amendment with HHPR to add construction engineering services, to be defined and costs negotiated, will follow completion of the engineering design work.

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.

TIMELINE:

Upon execution of the professional services agreement, engineering design work is expected to begin and continue through the end of 2025. Construction is anticipated to begin in the first quarter of 2026 and be completed by the end of that year.

CURRENT YEAR BUDGET IMPACTS:

The adopted budget for fiscal year (FY) 2024-2025 includes funding for engineering design and overhead for the Project as summarized below.

CIP No.	Project Name	Funding Source	Adopted FY 24/25 Budget	Contract Amount
4216	Brown Road Improvements	Westside URA	\$2,205,000	\$706,995.26

The engineering design work is within the budgeted amount. 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 Brown Road Improvement 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 community need to be funded through the urban renewal program.

As part of the Project, the consultant team will prepare a public engagement plan that includes strategies and desired outcomes for broad based, early, and continuing engagement of key stakeholders and the public. Additionally, the consultant team will prepare a demographic analysis for the area potentially affected by the project to understand the location of underserved communities and provide specific focus to those areas to include in the engagement opportunities.

The public engagement plan will outline 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. Additional engagement will occur through *Let’s Talk, Wilsonville!*, Boones Ferry Messenger, project website, social media, mailers, and door hangers. The Public Engagement Plan will also outline secondary outreach mechanisms if participation is lower than anticipated or certain demographics are not being reached.

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, benefitting the community.

ALTERNATIVES:

Prior to beginning design of the project, the consultant team will perform engineering studies resulting in a preliminary design memo that will include discussion of project direction, feedback from community members, results of engineering studies, impacts to trees, accessibility upgrade needs, and any other important findings. Preliminary design figures will be prepared to evaluate proposed road sections, cross-section and alignment alternatives, and necessary accessibility upgrades to ensure the constructed transportation facilities are accessible, safe, and comfortable for all ages and abilities and meet the community's needs.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Vicinity Map
2. Resolution No. 3155
 - A. Brown Road Improvements Professional Services Agreement