



**CITY COUNCIL MEETING
STAFF REPORT**

Meeting Date: June 15, 2026		Subject: Resolution No. 3270 Authorizing the City Manager to Execute an Amendment to the Professional Services Agreement with DOWL, LLC to Provide Engineering Consulting Services for the Stafford Road Improvements Project (Capital Improvement Project No. 4219, 2111, and 1158). 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 checked="" type="checkbox"/> Adopted Master Plan(s): 2023 Transportation System Plan Projects UU-06, BW-23, and SI-13; 2014 Wastewater Collection System Master Plan Project CIP-34; 2012 Water Distribution System Master Plan Project 362.	<input 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) in the amount of \$1,640,945.06 for the Stafford Road Improvements Project (Capital Improvement Project (CIP) No. 4219, 2111, and 1158).

EXECUTIVE SUMMARY:

Stafford Road is an existing major arterial roadway that acts as a gateway between the east side of Wilsonville and rural Clackamas County. The section of Stafford Road between Boeckman Road and Kahle Road serves as the boundary between the Frog Pond West neighborhood, currently under development, and the Frog Pond East development area, which is planned for additional residential and neighborhood commercial development. Existing Stafford Road is characterized by varying widths of right-of-way, generally consisting of rural, unimproved frontage with high vehicle speeds, no access for pedestrians, and limited considerations for cyclists. The intersection of Stafford Road and Brisband Street is predicted to fall below the City's operational standard of Level of Service D within the next 2-3 years.

The Wilsonville Transportation System Plan identifies several high priority projects to address the existing Stafford Road deficiencies, including:

- Stafford Road Urban Upgrade (UU-06)
- Stafford Road Enhanced Crossing (BW-23)
- Stafford Road/Kahle Road Roundabout (SI-12)
- Stafford Road/Brisband Street Roundabout (SI-13)

Collectively, these projects are referred to as the Stafford Road Improvement Project (Project). This Project includes improving a section of Stafford Road between Boeckman Road and Kahle Road to meet current City standards for a major arterial roadway and as detailed in the Frog Pond East and South Master Plan. The roadway improvements consist of urban upgrades to enhance multi-modal connectivity by adding bike lanes, sidewalks, transit stops and turn lanes that accommodate access to existing and planned adjacent neighborhoods. The project will include two roundabouts with the intersections of Brisband Street and Kahle Road, as well as an enhanced pedestrian crosswalk with a flashing beacon at Frog Pond Lane. The location of the planned improvements are depicted in Attachment 1 – Vicinity Map.

In addition to roadway improvements, this project includes an extension of a 12-inch sanitary sewer pipeline (CIP No. 2111) and 12-inch drinking water pipeline (CIP No. 1158), as well as undergrounding of overhead utilities and relocation of Portland General Electric high voltage transmission lines on Stafford Road between Boeckman Road and Kahle Road.

On July 21, 2025, City Council approved Resolution No. 3188, entering into a Professional Services Agreement (PSA) with DOWL for delivering preliminary (30%) engineering design plans for the Stafford Road Improvements project. Since that time, two minor amendments to the PSA with DOWL have been executed in the amount of \$31,322.00 to provide additional engineering consulting services, and to extend the term of the contract, respectively.

The Third Amendment to the DOWL Professional Services Agreement includes additional phases of work identified in the formal request for proposals, which involves preparing final engineering design plans, specifications, and construction documents as detailed in Exhibit A to Resolution No. 3270, totaling \$1,640,945.06, bringing the total contract amount of the Professional Services Agreement with DOWL to a not-to-exceed amount of \$2,354,557.63.

Upon completion of final engineering design documents, a subsequent contract amendment for construction engineering services will be negotiated with DOWL.

EXPECTED RESULTS:

Upgrade approximately 2,600 feet of Stafford Road to a major arterial standard, improving multi-modal connectivity by adding bike lanes, sidewalks, transit stops, and turn lanes that improve access to adjacent neighborhoods, while enhancing stormwater quality, street lighting, and pavement condition. Roundabout installation at the Kahle/Stafford and Brisband/Stafford intersections will improve vehicle delay, capacity, and neighborhood access, meeting Wilsonville operational standards, while slowing vehicle speeds and improving safety through the Frog Pond neighborhoods.

TIMELINE:

Upon execution of the PSA amendment, engineering design work will continue through the end of 2027. Construction is anticipated to begin in 2028.

CURRENT YEAR BUDGET IMPACTS:

The amended Fiscal Year 2025-26 (FY26) budget and proposed Fiscal Year 2026-27 (FY27) budget includes funding for engineering design, construction, and overhead for the Project, including Frog Pond Infrastructure Fee (FPF) and System Development Charges (SDC) funding sources, as summarized below.

CIP No.	Project Name	Funding Source	Amended FY26 Budget	Proposed FY27 Budget	Contract Amount
4219	Roadway	FPF & Transportation SDC	\$1,610,000	\$5,607,500	\$1,276,742.50
2111	Sewer Extension	FPF & Sewer SDC	\$350,250	\$296,150	\$200,990.49
1158	Water Extension	FPF & Water SDC	\$287,250	\$665,225	\$163,212.08

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 Stafford Road Improvements were identified as high priority infrastructure projects through the Frog Pond West Master Plan and Frog Pond East & South Master Plan processes, as well as the last major updates to the Wilsonville Transportation System Plan, Water Distribution System Plan, and Wastewater Collection System Master Plan, which included an extensive community involvement process.

The project will include a community involvement process consisting of targeted stakeholder meetings, visual materials, and ongoing project updates. DOWL will coordinate with the City to identify and participate in small group meetings with key stakeholders such as adjacent property owners and business owners. Additional engagement will occur through *Let's Talk, Wilsonville!*, Boones Ferry Messenger, project website, social media, mailers, and door hangers.

In addition, the City will conduct an in-person public open house. The Consultant will prepare a summary of public input and key issues raised. The Consultant will also prepare rendered perspective images based on existing 3D models for multiple project areas. The Consultant will maintain the project interested parties list and provide brief informational project updates during final design.

POTENTIAL IMPACTS OR BENEFIT TO THE COMMUNITY:

The Project includes roadway, transit, 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 consultant team has completed preliminary design work, evaluating roadway design and alignment alternatives to ensure the constructed transportation facilities are accessible, safe, and comfortable for all ages and abilities and meet the community's needs.

Council could direct staff to modify the amendment to the PSA scope of work and renegotiate the fee with DOWL or elect to reject the amendment and cancel the project outright. Either alternative is not recommended as it will delay needed access and safety improvements to Stafford Road, a frequent request by community members in the Frog Pond West neighborhood. Additionally, the Stafford/Brisband intersection is predicted to fall below the City's operational standard of Level of Service D based on currently entitled development within Frog Pond West. Delay in the Stafford/Brisband intersection improvements as part of the Project could delay any further development within Frog Pond West and East and trigger a development moratorium on new home construction.

CITY MANAGER COMMENT:

N/A

ATTACHMENTS:

1. Vicinity Map
2. Resolution No. 3270
 - A. Stafford Road Improvements Project Third Amendment To Professional Services Agreement