



**CITY COUNCIL MEETING  
STAFF REPORT**

<b>Meeting Date:</b> June 17, 2024		<b>Subject: Resolution No. 3153</b> Authorizing the City Manager to Execute a First Amendment to the Professional Services Agreement with Century West Engineering, for Construction Support and Inspection Services during construction of the 2024 Street Maintenance Project (Capital Improvement Project 4014, 4118, 4725)  <b>Staff Member:</b> Andrew Barrett, PE, Capital Projects Manager and Jason Rice, PE, Consulting Project Manager  <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 type="checkbox"/> Council Goals/Priorities:	<input type="checkbox"/> Adopted Master Plan(s):	<input checked="" type="checkbox"/> Not Applicable	

**ISSUE BEFORE COUNCIL:**

A City of Wilsonville Resolution approving a first amendment to the Professional Services Agreement (Amendment) with Century West Engineering in the amount of \$143,714.00 for construction support and inspection services during the construction of the 2024 Street Maintenance project (Capital Improvement Projects 4014, 4118, 4725).

### **EXECUTIVE SUMMARY:**

The 2024 Street Maintenance project will rehabilitate three sections of roadway, including Bailey Street east of Boones Ferry Road, Boones Ferry Road between Wilsonville Road and Bailey Street, and Boberg Road between Boeckman Road and Barber Street. Contained within this work are upgrading of a mid-block pedestrian crossing, upgrading 15 pedestrian ramps and 10 pedestrian signal push buttons to meet accessibility standards, repair of roadway base material, repaving of roadway surfaces, and new striping. A map of the work zones is provided as **Attachment 1**.

To accomplish the work described above, Staff set out to obtain a qualified consultant to create the necessary plans and bid documents and on November 6, 2023, Council supported staff's recommendation to enter into a Professional Services Agreement with Century West Engineering (Resolution 3092). Since this time, the project design was completed, advertised for bids and a construction contract awarded by Council on June 3, 2024, to Knife River Corporation – Northwest (Resolution 3148).

While Knife River Corporation – Northwest is capable of performing the work, it is in the best interest of the City to inspect the work for compliance with the contract documents and City public works standards. This ensures that the work performed is of high quality, long lasting, and an efficient use of the community's investment in public infrastructure maintenance. To accomplish the task of inspections, staff worked with Century West to develop the attached Scope (**Exhibit A**) to amend their existing contract. Embedded within this new scope are the following main tasks that will be performed on a time and expenses basis, not to exceed the total amount.

- Augment staff inspections by providing full-time observation at night while roadways are being paved
- Augment staff inspections by providing as-needed observations during the day when requested
- Assist staff in engineering related issues that may arise as a result of the construction
- Provide the City As-builts (post construction) for records purposes

### **EXPECTED RESULTS:**

Rehabilitate or reconstruct the driving surface on approximately 0.85 miles of city roadways and upgrade sidewalk curb ramps and signal push buttons improving pedestrian accessibility on Bailey Street, Boones Ferry Road, and Boberg Road.

### **TIMELINE:**

Construction is expected to begin June 17, 2024, with a substantial completion date scheduled for August 30, 2024.

### **CURRENT YEAR BUDGET IMPACTS:**

The budget for Fiscal Year 2023-2024 (FY 23-24) includes funding for street maintenance, signal improvements and crosswalk flasher replacement, as summarized below.

CIP No.	Project Name	Funding Source	Adopted 23/24 Budget	FY	Contract Amendment Amount
4014	2024 Street Maintenance	Road Maintenance Fee	\$2,950,000		\$109,222.59
4118	Signal Improvements	Road Operating	\$234,000		\$24,431.38
4725	Crosswalk Replacement	Flasher Road Operating	\$204,300		\$10,059.98
Total			\$ 3,388,300		\$143,714.00

Approximately \$700,000 remains available within FY 23-24 budget for the 2024 Street Maintenance project. An additional \$2,869,945 is proposed for street maintenance design, construction, contract administration, and overhead in the FY 24-25 proposed budget. The proposed scope of work contained within this resolution, \$143,714, is within the total anticipated budget amount.

**COMMUNITY INVOLVEMENT PROCESS:**

This project is contained within the City’s 5-Year Capital Improvement Plan (CIP), the FY 23-24 Adopted Budget and the Proposed FY 24-25 Budget and as such, has been through both Budget Committee and Council Actions; processes that contain opportunity for public conversation.

Staff has been coordinating with the surrounding property owners during Project design work regarding anticipated impacts during construction. Mailers were sent on May 22, 2024, notifying residents and businesses near the work areas of the upcoming construction, including staff contact information for any questions, concerns, or coordination needs. These community members will again receive a mailer once the exact dates for construction are determined. In addition, a project website is being created to communicate project related impacts and updated.

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

This years’ Street Maintenance project will improve safety for pedestrians, cyclists and vehicular traffic along the areas depicted in **Attachment 1**. The project will also improve the City’s overall pavement condition index and extend the roadway serviceable life by replacing the surfaces of badly worn roadways. Buffered bike lanes will be added to Boberg Road as part of restriping the new roadway surfaces, enhancing the Wilsonville bike network.

Street maintenance work on Boones Ferry Road will occur during evening hours to minimize impacts to nearby businesses and the travelling public.

**ALTERNATIVES:**

The work proposed under this amendment could be added to existing staff’s workload; however, due to the amount of time required to inspect this project, specifically the work occurring at night, inspection staff would not be able to accomplish their current duties.

**CITY MANAGER COMMENT:**

N/A

**ATTACHMENTS:**

1. Project Location Map
2. Resolution No. 3153
  - A. First Amendment to the 2024 Street Maintenance Project Professional Services Agreement