



Everett City Council Preliminary Agenda
6:30 p.m., Wednesday, January 3, 2024
City Council Chambers

Roll Call

Pledge Of Allegiance

Land Acknowledgment

Ceremonial Swear In Of Everett Elected Officials Performed By Judge Joseph Wilson And Judge Remy Leonard:

Oath Of Office: Councilmember Bader, Position 6

Oath Of Office: Councilmember Tuohy, Position 7

Mayor's Comment: Swear In Everett Police Officer: Jack Doolittle

Approval Of Minutes: December 20, 2023

Public Comment

Council Comments/Liaison Reports

Administration Update

City Attorney

CONSENT ITEMS:

(1) Adopt Resolution Authorizing Claims Against The City Of Everett In The Amount Of \$2,033,970.73 For The Period Ending December 9, 2023 Through December 15, 2023.

Documents:

[RES CLAIMS PAYABLE DEC 9, 2023 - DEC 15, 2023.PDF](#)

(2) Adopt Resolution Authorizing Electronic Transfer Claims Against The City Of Everett In The Amount Of \$9,006,936.65 For The Period Of September 1, 2023 Through September 30, 2023.

Documents:

[RES_ELECTRONIC CLAIM 2023 - 09.PDF](#)

(3) Adopt Resolution Authorizing Electronic Transfer Claims Against The City Of Everett In The Amount Of \$9,067,014.65 For The Period Of October 1, 2023 Through October 31, 2023.

Documents:

[RES_ELECTRONIC CLAIM 2023 - 10.PDF](#)

(4) Authorize The Mayor To Sign Amendment No. 1 To The Professional Services Agreement With Carollo Engineers Inc. For The WPCF Combined Conveyance Improvement Project In The Amount Not To Exceed Of \$1,054,281.00.

Documents:

[CAROLLO ENGINEERS-WPCF COMBINED CONVEYANCE-AMEND1.PDF](#)

(5) Authorize The Mayor To Sign Supplemental Agreement No. 2 To The Standard Consultant Agreement With TranTech Engineering, LLC For Additional Design Services For The Edgewater Creek Bridge Replacement For An Additional \$138,396.

Documents:

[TRANTECH ENGINEERING-EDGEWATER CREEK BRIDGE RPLACE-AMEND2.PDF](#)

ACTION ITEM:

(6) Nomination Of Council President / Mayor Pro Tempore And Vice-President For The Year 2024.

Documents:

[ELECTION OF COUNCIL PRESIDENT AND VICE PRESIDENT.PDF](#)

BRIEFING:

(7) State Lobbyist And City Staff Briefing.

Documents:

[LEGISLATIVE SESSION PREVIEW BRIEFING.PDF](#)

Executive Session

Adjourn

PARTICIPATION IN REMOTE COUNCIL MEETINGS

- o Call in to listen to the Council meetings: 425.616.3920, conference ID: 724 887 726#
- o Participate remotely via Zoom by registering to speak at everettwa.gov/speakerform. You must register no later than 30 minutes prior to the meeting. Or contact Angela Ely at 425.257.8703 or aely@everettwa.gov and identify the topic you wish to address.
- o Provide written public comments by email to Council@everettwa.gov or mail to 2930 Wetmore Avenue, Suite 9A, Everett, WA 98201. Emailing comments 24 hours prior to the meeting will ensure your comment is distributed to councilmembers and appropriate staff.
- o Persons seeking to comment on non-agenda items may be asked to submit the comments in writing if the comment does not address an issue of broad public interest.

AGENDAS, BROADCAST AND RECORDINGS

- o The Council agendas and meeting recordings can be found, in their entirety, at everettwa.gov/citycouncil.
- o The Council meetings are broadcast on government-access cable Comcast Channel 21 and Frontier Channel 29. They are rebroadcast on Monday and Tuesday at noon; Thursday at 2 p.m. and 7 p.m.; Friday and Sunday at 7 p.m.; Saturday at 10 a.m.
- o Watch live meetings and recordings at [YouTube.com/EverettCity](https://www.youtube.com/EverettCity).

CONTACT THE COUNCIL

If you do not wish to participate in the meeting, we provide these other methods of contacting your elected officials: Email the Council at Council@everettwa.gov.

- o Call the Council offices at 425.257.8703
- o You may call in just to listen to the meeting: 425.616.3920, conference ID 724 887 726#

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RESOLUTION NO. _____

Be it Resolved by the City Council of the City of Everett:

Whereas the claims payable by check against the City of Everett for the period December 9, 2023 through December 15, 2023, having been audited and approved by the proper officers, have been paid and the disbursements made by the same, against the proper funds in payment thereof, as follows:

<u>Fund</u>	<u>Department</u>	<u>Amount</u>	<u>Fund</u>	<u>Department</u>	<u>Amount</u>
001	City Council	3,356.46	101	Parks & Recreation	29,711.12
002	General Government	(4,905.34)	110	Library	57,476.91
003	Legal	12,023.37	112	Community Theater	18,213.41
005	Municipal Court	4,554.58	119	Public Works-Street Improv	10,462.50
009	Misc Financial Funds	281,067.05	120	Public Works-Streets	9,227.09
010	Finance	94.24	126	MV-Equipment Replacemer	23,002.29
021	Planning & Community Dev	400.25	130	Develop & Const Permit Fee	1,166.84
024	Public Works-Engineering	101,209.54	146	Property Management	39,951.47
026	Animal Shelter	1,707.16	148	Cum Reserve-Parks	57.08
030	Emergency Management	84.33	152	Cum Reserve-Library	4,319.98
031	Police	3,901.84	153	Emergency Medical Service:	42.00
032	Fire	3,590.11	156	Criminal Justice	4,364.40
038	Facilities/Maintenance	4,347.10	197	Criminal Justice	91.22
	TOTAL GENERAL FUND	\$ 411,430.69	303	PW Improvement Projects	91,346.82
			336	Water & Sewer Sys Improv I	182,758.63
			354	Parks Capital Contruction	1,480.00
			401	Public Works-Utilities	797,608.24
			402	Solid Waste Utility	1,612.36
			425	Public Works-Transit	81,925.36
			430	Everpark Garage	18,524.60
			440	Golf	48,337.89
			501	MVD-Transportation Service	113,343.99
			503	Self-Insurance	68,869.44
			505	Computer Reserve	7,808.40
			507	Telecommunications	4,071.95
			637	Police Pension	4,116.15
			638	Fire Pension	2,649.90
				TOTAL CLAIMS	\$ 2,033,970.73

Councilperson introducing Resolution

Passed and approved this _____ day of _____, 2024

Council President



RESOLUTION NO. _____

Be it Resolved by the City Council of the City of Everett:

That the claims made by electronic transfer against the City of Everett for the month September 1 through September 30, 2023, having been audited, be and the same are hereby approved, and the proper officers are hereby authorized and directed to charge claims made by electronic transfer against the proper funds in payment thereof, as follows:

<u>Fund</u>	<u>Department</u>	<u>Amount</u>
002	General Fund	223,148.74
101	Park	47,410.85
110	Library	5,985.12
112	Community Theater	2,068.43
119	Public Works - Street Imp	400.12
120	Streets	5,636.32
138	Hotel/Motel	339.79
146	Parking Lot Reserve	391.24
148	Municipal Art Fund	138.27
151	Animal Reserve	11,991.56
152	Library Reserve	127.82
153	EMS	16,411.34
155	Gen Gov Spec Proj	5,667.41
156	Criminal Justice	29,724.10
197	CHIP	82.40
336	Water/Sewer System Imprpv	171.97
401	Utilities	370,410.22
402	Solid Waste Utility	3,770.80
425	Transit	47,773.49
430	Everpark Garage	977.81
440	Golf	235,088.15
501	Transportation Services	110,471.91
503	Self-Insurance Fund	223,979.63
505	Computer Reserve Fund	4,738.31
507	Telecom	29,588.07
508	Health Benefits Reserve	1,973,901.42
637	Police Pension	89,192.69
638	Fire Pension	84,483.13
661	Payroll Withholding	5,479,712.71
670	Custodial Funds	3,152.83

TOTAL CLAIMS

BY ELECTRONIC TRANSFER 9,006,936.65

Councilmember Introducing Resolution

Passed and approved this ____ day of _____, 2023

Council President



RESOLUTION NO. _____

Be it Resolved by the City Council of the City of Everett:

That the claims made by electronic transfer against the City of Everett for the month October 1 through October 31, 2023, having been audited, be and the same are hereby approved, and the proper officers are hereby authorized and directed to charge claims made by electronic transfer against the proper funds in payment thereof, as follows:

<u>Fund</u>	<u>Department</u>	<u>Amount</u>
002	General Fund	253,148.74
101	Park	47,410.85
110	Library	5,985.12
112	Community Theater	2,068.43
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508	Health Benefits Reserve	1,973,901.42
637	Police Pension	89,192.69
638	Fire Pension	84,483.13
661	Payroll Withholding	5,501,790.71
670	Custodial Funds	3,152.83

TOTAL CLAIMS

BY ELECTRONIC TRANSFER 9,067,014.65

Councilmember Introducing Resolution

Passed and approved this ____ day of _____, 2023

Council President

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Project title: Amendment No. 1 to the Professional Services Agreement with Carollo Engineers Inc. for the WPCF Combined Conveyance Improvement project.

Council Bill # *interoffice use*

Agenda dates requested:

January 3, 2024

Briefing

Proposed action

Consent ☒ X

Action

Ordinance

Public hearing

Yes ☒ x No

Budget amendment:

Yes ☒ x No

PowerPoint presentation:

Yes ☒ x No

Attachments:

Professional Services Agreement

Department(s) involved:

Public Works, Legal

Contact person:

Souheil Nasr, PE

Phone number:

425.257.7210

Email:

snasr@everettwa.gov

Initialed by:

RLS

Department head

Administration

Council President

Consideration: Amendment #1 to Professional Services Agreement

Project: WPCF Combined Conveyance Improvement

Partner/Supplier: Carollo Engineers Inc.

Location: Water Pollution Control Facility

Preceding action: Contract for Pre-Design Study

Fund: 336 – Water & Sewer System Improvements Fund

Fiscal summary statement:

The City of Everett seeks to amend a Professional Services Agreement with Carollo Engineers Inc. to include design and bidding services with a total compensation amount not to exceed \$1,153,135. Funding is provided by Fund 336 – Water & Sewer System Improvements Fund, with available program funding of \$2,000,000.

Project summary statement:

Staff seeks to amend a Professional Services Agreement with Carollo Engineers Inc. for the WPCF Combined Conveyance Improvement project. The original agreement included pre-design services only. The work encompassed within the additional scope and fee includes services to complete the design along with assistance during bidding.

Currently during storm events, peak wet weather flows into the Water Pollution Control Facility are directed away from the South Plant and are conveyed directly to the AC Ponds. This action can disturb the solids collection within the AC Ponds and wash them into the Oxidation Ponds.

This project will construct a bypass pipeline that will reroute the peak wet weather flows directly to the Oxidation Ponds. The project will include the construction of a new junction chamber along with the construction of a new pipeline from this new junction chamber to the Recirculation Channel. This project will also help facilitate the future nutrient removal upgrades that are foreseen as necessary to meet future treatment requirements.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign Amendment No. 1 to the Professional Services Agreement with Carollo Engineers Inc. for the WPCF Combined Conveyance Improvement project in the amount not to exceed of \$1,054,281.00.



**AMENDMENT NO. 1
PROFESSIONAL SERVICES AGREEMENT**

This Amendment to Professional Services Agreement ("***Amendment***") is effective as of the date of the Mayor's signature below, and is between the City of Everett, a Washington municipal corporation (the "***City***"), and the person identified as the Service Provider below ("***Service Provider***"). The City and Service Provider are parties to the Professional Services Agreement described below, as may be previously amended ("***Agreement***"). In consideration of the covenants, terms and conditions set forth below, and for good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the City and Service Provider agree to amend the Agreement as set forth below:

Service Provider	Carollo Engineers Inc.
City Project Manager	John Nottingham, PE
	jnottingham@everettwa.gov
Original Agreement Date	9/19/2022

AMENDMENTS		
New Completion Date	If this Amendment changes the Completion Date, enter the new Completion Date: 12/31/2025 If no new date is entered, this Amendment does not change the Completion Date.	
New Maximum Compensation Amount	If this Amendment changes compensation, complete the following table. If the table is not completed, this Amendment does not change compensation.	
	Maximum Compensation Amount Prior to this Amendment	\$98,854.00
	Compensation Added (or Subtracted) by this Amendment	\$1,054,281.00
	Maximum Compensation Amount After this Amendment	\$1,153,135.00

Changes to Scope of Work	<p>Scope of Work is changed by ADDING the work in the attachment to this Amendment </p> <p>Leaving selection as "Click for Dropdown Menu" means no change to Scope of Work.</p>
Other Amendments	<p>Enter other changes to the Agreement, if any.</p>
Standard Amendment Provisions	<p>Regardless of the date(s) on which this Amendment is signed by the parties, and regardless of any Agreement completion date(s) that may have been in the Agreement prior to this Amendment, the parties agree that the Agreement is deemed continuously in effect since the Original Agreement Date.</p>
	<p>This Amendment may be signed in counterparts, each of which shall be deemed an original, and all of which, taken together, shall be deemed one and the same document. AdobeSign signatures are fully binding. Any ink, electronic, faxed, scanned, photocopied, or similarly reproduced signature on this Amendment will be deemed an original signature and will be fully enforceable as an original signature.</p>
	<p>All provisions in the Agreement shall remain in effect except as expressly modified by this Amendment.</p>

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, the City and Service Provider have executed this Amendment.

**CITY OF EVERETT
WASHINGTON**

CAROLLO ENGINEERS INC.

Cassie Franklin, Mayor

Signature: _____

Name of Signer: H. Wayne Gresh

Signer's Email Address: WGresh@carollo.com

Title of Signer: Project Manager/Vice President

Date

ATTEST

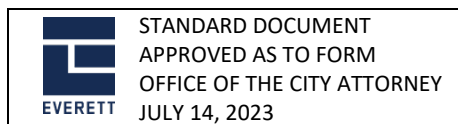
Signature: _____

Office of the City Clerk

Name of Signer: Tadd C. Giesbrecht, PE

Signer's Email Address: tgiesbrecht@carollo.com

Title of Signer: Senior Project Manager / Vice President



**EXHIBIT A
SCOPE OF WORK
ENGINEERING SERVICES
CITY OF EVERETT
WATER POLLUTION CONTROL FACILITY COMBINED SEWER CONVEYANCE PROJECT**

INTRODUCTION

The Combined Sewer Conveyance Project will bypass combined sewage (CS) flows that exceed the headworks and/or primary treatment capacity directly to the oxidation pond recirculation channel at the Water Pollution Control Facility (WPCF). This will reduce the washout of solids from Aeration Cells 1 and 2, which happens under the current configuration with CS flows passing through the aeration ponds and then into the oxidation pond recirculation channel.

A study was performed in 2022 "*Engineering Report, Everett WPCF Combined Sewage Conveyance Improvements, January 17, 2022, Stantec,*" that identified changes needed to the CS bypass conveyance system to route flows directly to the oxidation pond recirculation channel downstream of diversion structure 1 (DS 1). A follow up study evaluated an alternative for routing the CS bypass pipes to avoid crossing wetlands and considered options to incorporate improvements planned to diversion structure 0 (DS 0) as documented in the "*Basis of Design Report Diversion Structure 0 Improvements, April 29, 2016, HDR.*" The follow up study is documented in the "*Alternatives Comparison Report, Draft April 2023, Carollo Engineers, Inc.*"

The selected alternative is to redirect CS flows immediately after DS 1 to the oxidation pond recirculation channel. The proposed project constructs a diversion structure onto line C and a diversion structure downstream of DS 1 to intercept bypassed CS flows and route them through two buried pipes constructed using open-cut methods through the adjacent wetland for discharge into the oxidation pond recirculation channel.

Under this scope of work, the Consultant will advance the alternative selected in the 2023 Alternatives Comparison Report by preparing an engineering/basis of design report, completing design of the improvements, preparing applications for environmental and building permits, and preparing documents for construction of the project by a contractor selected through competitive bidding.

The Scope of Work performed by the Consultant includes the following tasks:

- Task 100 - Project Management
- Task 200 - Geotechnical Engineering Services
- Task 300 - Environmental Permitting Services
- Task 400 - Engineering/Basis of Design Report
- Task 500 - Design and Preparation of Documents for Construction
- Task 600 - Bid Period Services

GENERAL ASSUMPTIONS

1. The level of effort assumes the CS bypass conveyance pipes will be constructed in an open trench across wetlands.
2. Consultant will perform the services required hereunder in accordance with the prevailing engineering standard of care by exercising the skill and ability ordinarily required of engineers performing the same or similar services, under the same or similar circumstances, in the State of Washington.
3. The City of Everett (City) will furnish Consultant available studies, reports and other data pertinent to Consultant's services; obtain or authorize Consultant to obtain or provide additional reports and data as required; and furnish to Consultant services of others required for the performance of the Consultant's services. Consultant shall be entitled to use and rely upon all such information and services provided by City or others in performing Consultant's services under this Scope of Work.
4. City will arrange for access to and make all provisions for Consultant to enter upon public and private property as required for Consultant to perform services hereunder.
5. Documents prepared for construction will consist of the City's standard Division 00 combined with Consultant's Division 01 and technical specifications. Consultant's Division 01 and technical specifications will be in Consultant's CSI format.
6. Each deliverable memorandum and report submittal will include the following:
 - a. Draft submittals in electronic PDF format for review by the City.
 - b. Record of Comment Log with response to City review comments.
 - c. Final submittal in electronic PDF format and MS Word (Microsoft 365 version) format for written documents and AutoCAD (Version 2022) format for drawings.
7. 30 percent, 60 percent, 90 percent, and final design submittals will include the following:
 - a. Submittals in electronic PDF format for review by the City.
 - b. Record of Comment Log with response to City review comments.
 - c. Incorporation of City review comments in the subsequent submittal.
8. Submittal of documents issued for construction will be submitted electronically in PDF format with electronic seals and signatures by the professional engineers in charge of the work.

SCOPE OF WORK

The scope of work performed by Consultant is as follows:

TASK 100 - PROJECT MANAGEMENT

The purpose of this task is to plan, manage, and communicate with the project team to successfully complete the scope of work tasks and produce the task deliverables. This task includes project administration, progress reporting and invoicing, identifying and managing project risks, coordination of the work with the City project manager, coordination of the work between Consultant's team members, and performing in-house quality control/quality assurance reviews. Work performed under this task is as follows:

1. Plan and coordinate Consultant project team activities and staffing.
2. Monitor schedule and budget, work elements accomplished, work items planned, and scope changes for communicating to the City Project Manager.

3. Submit monthly invoices accompanied by monthly progress reports.
4. Conduct a project kick-off meeting to discuss specific project work efforts.
5. Conduct a monthly progress meeting (via video or teleconference) with the City Project Manager to discuss the status of the work and address issues that arise.
6. Conduct internal quality control reviews of work and task deliverables.
7. Develop a Risk Management Log that identifies risks that have an adverse impact on the project cost or schedule and the actions needed to mitigate the risks. Update the Risk Log monthly.
8. Develop a Decision Log to record key decisions made by the City and others during the project to document the evolution of the design. Update the Decision Log as decisions are made and review monthly.
9. Develop Record of Comment Logs to track City review comments and Consultant's responses for all project deliverables. Submit the Record of Comment Log for each deliverable with Consultant team responses to the City Project Manager.

Task 100 Assumptions

1. Project duration anticipated to be 24 months consisting of:
 - a. 4-month engineering/basis of design report period.
 - b. 4-month design period.
 - c. 8-to-12-month environmental permitting period.
 - d. 2-month bid period.
2. Monthly progress meetings will be via video conference for a duration of 30 minutes on average with two consultant team members attending.

Task 100 Meetings

1. Project Kick-Off Meeting and Site Visit.
2. Monthly progress meetings (via video conference).

Task 100 Deliverables

1. Monthly progress reports with invoice.
2. Kick-Off meeting agenda, meeting materials, and minutes.
3. Risk Management Log.
4. Decision Log.
5. Record of Comment Logs.

TASK 200 - GEOTECHNICAL ENGINEERING SERVICES

The purpose of this task is to characterize the geologic and subsurface soil conditions at the project location and provide geotechnical engineering analysis to identify parameters required for foundation and buried structure designs and Contractor design of temporary trench and excavation shoring and construction dewatering. Work under this task will be performed by HWA/GeoSciences, Inc. as a subconsultant to Consultant. Work performed under this task is as follows:

1. Field Exploration Work Planning:

- a. Gather and review available geotechnical and geologic data in the vicinity of the project location, including prior work at the site by HWA/GeoSciences, Inc.
 - b. Conduct a geotechnical site reconnaissance of the project location. This reconnaissance will be used to identify geotechnical challenges and to assist in planning the geotechnical exploration program.
 - c. Plan and coordinate the geotechnical exploration program for the project. The exploration program is anticipated to consist of up to three Cone Penetration Tests (CPT) and up to three Geoprobe explorations advanced below the existing ground surface (bgs) to provide data for design of deep foundation elements, shoring, and excavations for the proposed improvements.
 - d. Mark the proposed exploration locations and arrange for utility locates using the Utility Notification Center and a private utility locate subcontractor. Conduct a site visit to verify that the proposed locations of the borings are clear of utilities prior to finalizing the exploration plans and mobilizing the equipment.
 - e. Prepare a Field Exploration Work Plan Memoranda for the proposed exploration program that details the type, location, and extent (approximate depth, sampling interval, in-situ testing) of proposed field explorations along with logistics necessary to perform the work such as traffic control and/or staging areas.
2. Field Explorations:
- a. Advance up to three CPTs to depths of approximately 100 feet bgs and three Geoprobos to up to 25 feet bgs to assess the subsurface soil and groundwater conditions at the location of proposed improvements. This task includes a half day of vacuum extraction to preclear explorations to mitigate the risk of damaging buried structures or utilities that may be mis-marked or not located. All drilling spoils will be drummed and transported off site for disposal. Field exploration work will be by a contractor employed by HWA/GeoSciences, Inc.
 - b. Prepare summary boring logs and perform laboratory testing to evaluate relevant physical properties of the site soils. Laboratory testing will include moisture content, grain-size distribution, organic content, and/or Atterberg Limits.
 - c. Based on the CPTs and the laboratory test results on selected samples, generate estimates of the soil strength and other properties needed to evaluate the effects the subsurface conditions will have on the proposed project elements.
 - d. Develop up to geologic cross-sections to show near surface soil conditions to be provided in a geotechnical data report.
3. Geotechnical Engineering Design Services:
- a. Based on the soils encountered along the pipe alignment, determine the Site Class for seismic design and identify design spectral acceleration parameters in accordance with the governing codes.
 - b. Evaluate the susceptibility of the subsurface soils to liquefaction at the location of the proposed structures and assess the potential impacts to the existing structures and proposed improvements.
 - c. Conduct a series of engineering analyses to develop geotechnical recommendations for design of foundations (anticipated to be piles) for structures and pipes, Contractor's design of shoring for trenches and excavations, and Contractor's design of temporary dewatering systems.
 - d. Prepare a geotechnical report for the project that contains the results of the explorations and analyses, including descriptions of surface and subsurface conditions, a site plan showing

exploration locations and other pertinent features, summary boring logs, and laboratory test results. The report will provide geotechnical recommendations for design and construction of the proposed improvements including parameters for Contractor's design of temporary shoring and dewatering systems.

Task 200 Assumptions

1. Field explorations will not require traffic control or environmental permits.
2. Groundwater monitoring piezometers will not be installed as groundwater is anticipated to be shallow, about the same elevation as the water bodies near the proposed pipeline alignment.
3. Piles will be required to support the proposed structures and pipes.
4. Site reconnaissance is limited to observation of existing topography and features; no excavation or subsurface exploration will be conducted during site reconnaissance.
5. Exploration locations will be accessible by truck- or track-mounted rigs.
6. The geotechnical explorations proposed herein will not be used to assess site environmental conditions. However, visual or olfactory observations regarding potential contamination will be noted. Analysis, testing, storage, and handling of potentially contaminated soil and groundwater (either sampled or spoils) are beyond this scope of services. If contaminated soils and/or groundwater appear to be encountered, the material will be properly contained on-site for evaluation and disposal. Costs incurred for environmental services beyond on-site containment would be in addition to this scope and budget.
7. Coring or restoration of asphalt or concrete pavement will not be required prior to drilling the proposed explorations.
8. Phase 1 or Phase 2 Environmental Site Assessments are not required.
9. Seismic and site specific probabilistic seismic hazard analysis (PSHA) are not required.

Task 200 Meetings

1. Attendance at Project Kick-Off Meeting.
2. Site Reconnaissance Meeting.
3. Attendance by HWA/GeoSciences at up to six project coordination meetings via video or tele conference.

Task 200 Deliverables

1. Field Exploration Work Plan Memoranda.
2. Geotechnical Engineering Report.

TASK 300 – ENVIRONMENTAL PERMITTING SERVICES

The purpose of this task is to identify and assist with the environmental documentation and permitting needs associated with the project. A State Environmental Policy Act (SEPA) Environmental Checklist will be prepared and services performed to secure permits and reviews for the project under Section 404 of the Clean Water Act, including US Army Corps of Engineers permit under Nationwide Permit 12 for utility line activities, water quality certification by the Washington State Department of Ecology (Ecology) under Section 401 of the Clean Water Act, and Ecology review for consistency under the state Coastal

Zone Management Act (CZM). Work under this task will be performed by Environmental Science Associates (ESA) as a subconsultant to Consultant. Work performed under this task is as follows:

1. Contact State and Federal agencies to discuss features of the project, obtain information related to the permits required, and obtain initial information about preferred means and methods that may impact project design.
2. Prepare a permitting plan to identify the permits required and track permitting reviews.
3. Complete a SEPA Environmental Checklist to identify the environmental impacts associated with the project.
 - a. Delineate and rate wetlands, wetland buffer widths, and potential wetland buffer impacts using the 2014 Ecology Wetland Rating System for Western Washington. This includes marking wetland boundaries for incorporation in the project topographic base map.
4. Conduct an archaeological survey and inventory process and prepare and submit a Cultural Resources Report to the Washington State Department of Archaeology and Historic Preservation in accordance the requirements of Section 106 of the National Historic Preservation Act.
5. Prepare applications for submittal by the City for receipt of permits and approvals required for the project related to US Army Corps of Engineers permit under Nationwide Permit 12 for utility line activities, water quality certification by Ecology under Section 401 of the Clean Water Act, and Ecology review for consistency under the state CZM. This subtask includes:
 - a. Preparing a biological assessment for consultation with the US Fish and Wildlife Service and National Marine Fisheries Services (Services) in accordance with the requirements of Section 7 of the Endangered Species Act.
 - b. Preparing 30 percent, 60 percent and 100 percent landscape mitigation and restoration plans for impacted wetland areas.
 - c. Preparing a National Pollutant Discharge Elimination System (NPDES) Construction Stormwater General permit.
6. Assist with City permits for Critical Areas review and Clearing and Grading
7. Respond to City review comments to application packets and submittal documents.
8. Communicate with permitting agencies to obtain updates on permit reviews.
9. Respond to permitting agency review comments.

Task 300 Assumptions

1. The selected pipe alignment will be constructed through wetlands with temporary construction impacts with no above-grade permanent structures constructed in the wetlands.
2. Wetlands delineation can be conducted in one day by two field staff.
3. The archaeological survey will not require subsurface examination of materials beyond monitoring of geotechnical borings.
4. The City of Everett will be the SEPA lead agency, and a SEPA checklist will be the appropriate level of SEPA documentation.
5. Because of the direct wetland impact, it is assumed the US Army Corps of Engineers (Corps) will be the federal lead agency.
6. Two sheets are anticipated for landscape mitigation design.

Task 300 Meetings

1. Attendance at Project Kick-Off Meeting.
2. Site Reconnaissance and Wetland Delineation Coordination Meeting.
3. Attendance by ESA at up to four project coordination meetings via video or teleconference.

Task 300 Deliverables

1. SEPA Environmental Checklist.
2. Critical Areas Report.
3. Cultural Resources Report.
4. Biological Assessment.
5. US Army Corps of Engineers permit application under Nationwide 12.
6. Ecology Section 401 Clean Water Act certification application.
7. Submittal for Ecology review of CZM compliance.
8. NPDES Construction Stormwater General Permit.

TASK 400 - BASIS OF DESIGN REPORT

The purpose of this task is to advance work performed in previous project studies to establish the location of new structures and pipes, determine hydraulic characteristics of the CS bypass system including energy dissipation at the Oxidation Pond recirculation channel discharge, set forth material and equipment criteria and types, set forth foundation type(s) and criteria, and set forth structural, mechanical, electrical, and instrumentation and control design criteria. Work performed under this task is as follows:

1. Prepare a brief description about routing the pipes beneath the access road to the northwest of Diversion Structure 01 to avoid crossing through wetlands that describes why this route is not constructable due to the large pipe crossings and significantly higher cost.
2. Perform a topographic survey of the area where structures and pipes will be constructed and prepare a base map that includes:
 - a. Wetland delineation markers and high-water mark locations.
 - b. Geotechnical exploration locations.
 - c. Utility locations marked for geotechnical explorations.
 - d. Surface topographic features.
3. Conduct a trip with up to four staff to the project site for reconnaissance of applicable electrical and control interfaces, meet with City staff regarding electrical and control standards, and reconnaissance of the proposed routing for conduits.
4. Perform three-dimensional (3D) free surface computational fluid dynamics (CFD) modeling of the CS bypass system to establish preliminary layout and design criteria for the structures and pipes.
 - a. Model the flow from DS 1 and the bypass constructed on existing Line C through the discharge structure in the Oxidation Pond recirculation channel.
 - b. Identify the hydraulic grade line from Diversion Structure 01 through the CS bypass system, configuration of the new diversion structure so that energy is dissipated and turned into the

- channel with minimal scour risk near the bank and training wall, as well not generating additional hydraulic loading on the training wall.
- c. Model the peak flow condition as worst case scenario.
 - d. Provide results of the CFD modeling work as a section in the Basis of Design Report.
5. Prepare a Basis of Design Report that includes:
- a. References to prior CS bypass studies.
 - b. Describes the CS bypass configuration based on the pipe alignment selected by the City.
 - c. Hydraulic profile for the peak flow condition.
 - d. Sketches showing preliminary plans and sections of the diversion and discharge structures based on CFD modeling results.
 - e. Size of conveyance pipes based on CFD modeling results.
 - f. Design criteria, including:
 - i. Design flow criteria.
 - ii. Process flow diagram.
 - iii. Hydraulic grade line at peak flow condition.
 - iv. Pipe material.
 - v. Access to structures and pipes for cleaning and maintenance.
 - vi. Structural, including building code, seismic, and foundation.
 - vii. Mechanical for gates and appurtenances.
 - viii. Electrical, including power distribution and lighting.
 - ix. Instrumentation and Control, including control description, interface with the plant control system, and security.
 - g. Identification of the 25 year and 100-year flood elevations relative to the plant and project components.
 - h. Opinion of probable construction cost based on the ROM cost analysis.
6. Conduct a meeting at the City's facilities to present the Basis of Design Report. This meeting will be attended in-person by up to three staff, with up to three staff attending by video conference.
7. Prepare cover letter and documents for submittal by the City to Ecology for their review.
8. Respond to comments received from Ecology.

Task 400 Assumptions

1. The City's current topographic base map can be merged with the topographic survey map prepared from Consultant's survey to show the areas for electrical and instrumentation conduit and duct bank routing.
2. The City will submit the Engineering Report, *Everett WPCF Combined Sewage Conveyance Improvements, January 17, 2022, Stantec*, to Ecology for the Engineering Report required.
3. The City will provide Consultant with an AutoCAD file of the current plant liquid stream process flow diagram.
4. New electrical and instrumentation and control will be services will be from the existing Primary Facility.
5. No upgrades to Utility Transformer is required.

6. All electrically actuated gates will have hardwired controls and the associated connections can be made to an existing programmable logic controller (PLC) which has sufficient spare inputs and outputs (I/O) (i.e.: no network drawings and no modified PLC/PCM drawings are required). The existing PLC I/O list will be provided by the City to establish existing spare I/O points to be used.
7. Sufficient I/O exists in existing plant control equipment to connect control and monitoring of the new gates to the plant control system.
8. The wire terminations and programming of the existing PLC will be performed by the contractor with SCADA system integration and programming provided by the City.

Task 400 Meetings

1. Pipe Routing Alternatives Analysis Videoconference.
2. Electrical and Control Meeting (during site reconnaissance trip).
3. Basis of Design Presentation.

Task 400 Deliverables

1. Pipe Routing Alternatives Memorandum.
2. Basis of Design Report.
3. Record of Comments Log.
4. Meeting materials.

TASK 500 - DESIGN AND PREPARATION OF DOCUMENTS FOR CONSTRUCTION

The purpose of this task is to complete design of the project elements and prepare the documents (specifications and drawings) for construction of the project by a contractor selected through a competitive bidding process (i.e., traditional design-bid-build). The design progress will be through submittals for review by the city at 30, 60, and 90 percent completion milestones. Work performed under this task is as follows:

1. Perform design services to prepare a 30 percent level of completion of the documents for review by the City that includes:
 - a. Comments from Consultant's legal and risk management review of the City's standard Division 00 documents for review, comment, and incorporation as appropriate by the city.
 - b. Table of contents for Division 00, Division 01, and technical specification sections.
 - c. Preliminary specification for gates, gate actuators, and pipe materials.
 - d. Drawings prepared to a 30 percent level of completion:
 - i. General:
 - (1) Cover sheet.
 - (2) Preliminary drawing sheet list.
 - (3) General notes and design criteria.
 - (4) Hydraulic profile and design criteria table.
 - (5) General notes, legends, and abbreviation sheets for erosion control, civil, structural, electrical, and instrumentation and control.

- ii. Erosion and Sediment Control:
 - (1) General notes and legend.
 - (2) Typical details.
- iii. Civil:
 - (1) Overall plan and profile showing locations of the diversion structures and pipes.
- iv. Mechanical/Structural:
 - (1) General structural notes and code requirements.
 - (2) Plans and sections of Line C diversion structure.
 - (3) Plans and sections of diversion structure downstream of DS 1.
 - (4) Plan and section of the discharge structure.
- v. Electrical:
 - (1) Electrical legend.
 - (2) Electrical abbreviations.
 - (3) One line diagram.
- vi. Instrumentation:
 - (1) Symbol and abbreviations sheets.
 - (2) Schematic symbols sheet.
 - (3) Process and Instrumentation Diagram (for gates).
- e. Opinion of probable construction cost estimate (AACIE Class 3).
- f. Updated Risk Management Log.
- g. Updated Decision Log.
- 2. Conduct a videoconference with the City to present the 30 percent submittal.
- 3. Review and respond to City review comments via Record of Comments Log.
- 4. Perform design services to prepare a 60 percent level of completion of the documents for review by the City and for permit application packages for the US Army Corps of Engineers permit under Nationwide Permit 12, water quality certification by the Washington State Department of Ecology under Section 401 of the Clean Water Act, and Ecology review for consistency under the state CZM. The submittal will include:
 - a. Draft Division 00 sections.
 - b. Draft Division 01 sections.
 - c. Draft technical specification sections.
 - d. Drawings prepared to a 60 percent level of completion:
 - i. General:
 - (1) Cover sheet.
 - (2) Preliminary drawing sheet list.
 - (3) General notes and design criteria.
 - (4) Hydraulic profile from the plant headworks through DS 1 and the CS bypass system and design criteria table.
 - (5) Liquid stream process flow diagram showing CS bypass system revisions.

- (6) General notes, legends, and abbreviation sheets for erosion control, civil, structural, electrical, and instrumentation and control.
- ii. Erosion and Sediment Control:
 - (1) General notes and legend.
 - (2) Erosion and Sediment Control plan sheets.
 - (3) Typical erosion and sediment control details.
- iii. Civil:
 - (1) Overall plan showing locations of the diversion structures and pipes.
 - (2) Pipeline plan and profile.
 - (3) Wetland restoration plan.
 - (4) Wetland restoration planting details and notes.
- iv. Mechanical/Structural:
 - (1) General structural notes and code requirements.
 - (2) Pipe support sections and details.
 - (3) Plans and sections of Line C diversion structure.
 - (4) Plans and sections of diversion structure downstream of DS 1.
 - (5) Plans and sections of the discharge structure.
 - (6) Typical Structural Details.
- v. Electrical:
 - (1) Electrical legend.
 - (2) Electrical abbreviations.
 - (3) One line diagram.
- vi. Instrumentation:
 - (1) Symbol and abbreviations sheets.
 - (2) Schematic symbols sheet.
 - (3) Process and Instrumentation Diagram (for gates).
- e. Updated opinion of probable construction cost (AACIE Class 2).
- f. Updated Risk Management Log.
- g. Updated Decision Log.
- 5. Conduct a videoconference with the City to present the 60 percent submittal.
- 6. Review and respond to City review comments via Record of Comments Log.
- 7. Incorporate city review comments into the 60 percent documents and prepare figures and narratives for permit application packages for the US Army Corps of Engineers permit under Nationwide Permit 12, water quality certification by the Washington State Department of Ecology under Section 401 of the Clean Water Act, and Ecology review for consistency under the state CZM.
- 8. Perform design services to prepare a 90 percent level of completion of the documents for review by the City.
 - a. 90 percent complete submittal will include the Division 00, Division 01, technical specifications, and drawings complete and ready to be issued for construction following incorporation of city review comments and incorporation of criteria required by permitting agencies.

- b. Updated opinion of probable construction cost (AACEI Class 1).
 - c. Updated Risk Management Log.
 - d. Updated Decision Log.
9. Conduct a videoconference with the City to present the 90 percent submittal.
 10. Review and respond to City review comments via Record of Comments Log.
 11. Perform design services to prepare final documents to be issued by the City for receipt of competitive bids for the project.
 12. Prepare applications and documents for submittal by the City for building permits and Department of Ecology review.
 13. Respond to agency and Ecology review comments.

Task 500 Assumptions

1. See assumptions listed for Task 400 - Basis of Design Report.

Task 500 Meetings

1. 30, 60, and 90 percent complete presentations.

Task 500 Deliverable

1. 30, 60, and 90 percent complete submittals.
2. Figures and narratives for permits.

TASK 600 - BID PERIOD SERVICES

The purpose of this task is to assist the City during bidding and award process on an as needed basis.

1. Attend the pre-bid walkthrough.
2. Assist the City with responses to prospective bidder's questions during the bidding period.
3. Assist the City with the preparation of up to two addenda (as needed).
4. Provide input on apparent low bidder (i.e., check references, review bid tab, etc.).

Task 600 Assumptions

1. The City will lead this task and advertise the project for bids, distribute documents through an online service, maintain the bidder's list, manage responses to questions during bidding, and distribute any required information, including addenda and/or clarifications.
2. Documents will be distributed using an online bidding clearing house services without the need for Consultant to reproduce bid sets to be distributed to prospective bidders.
3. The pre-bid walkthrough will be conducted at the project site and will include up to two Consultant staff for up to six hours each, including travel time.
4. Up to two total bid clarifications and/or addenda will be provided.

Task 600 Meetings

1. Pre-bid walkthrough.

Task 600 Deliverables

1. Up to two Clarifications or Addenda (as required).

TASK 700 - Unanticipated Services

This task is reserved for unanticipated services that may be required for the project, such as the preparation of an Engineering Report for Ecology, additional topographic surveying work, or additional permitting or design work. Work under this task will be defined at the time needed along with a commensurate level of effort. Consultant is not authorized to perform work under this task without authorization by the City Project Manager.

City of Everett - WPCF COMBINED CONVEYANCE IMPROVMENTS																								Date:	10-Nov-23			
PROJECT HOURS AND BUDGET ESTIMATE																								EXHIBIT B				
Labor Category	Direct Salary Rates	Task 100 - Project Management				Task 200 - Geotechnical Engr. Services				Task 300 - Environmental Permitting Services				Task 400 - Basis of Design Report				Task 500 - Design & Preparation of Documents for Const.				Task 600 - Bid Period Services			Additional Work	Total	Hours	Cost
		Subtasks 101 - 103 & 107 - 109 Monthly PM Activities	Subtask 104 Project Kickoff Meeting	Subtask 106 In-house QC Reviews	Subtask 201 Field Exploration Work Planning	Subtask 202 Field Explorations	Subtask 203 Geotechnical Engineering Design	Subtasks 301 - 305 Assessments	Subtasks 306 - 309 Permit Applications	Subtask 401 Alt. Route Assessment	Subtask 402 Topographic Surveying	Subtask 403 Site Visit	Subtask 404 CFD Analysis	Subtask 405 BDR Report	Subtask 501 30 Percent Submittal	Subtask 502 60 Percent Submittal	Subtask 503 90 Percent Submittal	Subtask 504 Issued for Const.	Subtask 601 Pre-bid Walkthrough	Subtasks 602 RFIs and Addenda	Subtask 603 Bid Review	Task 700 - Unanticipated Services						
1. Principle-in-Charge	\$ 105.00	24	4					4	4				2		4	4	3	2	1				2	42	\$ 4,410			
Project Manager	\$ 84.00	144	8											12	45	34	22	11					20	320	\$ 26,880			
Civil QC	\$ 95.00			40										8	8	8								56	\$ 5,320			
Project Engineer	\$ 62.00	104	12		12			12	16	16	8	8	20	40	120	100	64	32	8	12	4	80	684	\$ 42,408				
Civil Staff Engineer	\$ 55.00													60	200	196	110	55					86	895	\$ 49,225			
CFD Modeling Lead	\$ 63.00												24	8									40	\$ 3,320				
Structural Engineer Lead/QC	\$ 90.00		2	36	4	4	4							16	8	8	8	4	2				84	\$ 7,560				
Structural Engineer	\$ 70.00													24	60	126	96	32		8			346	\$ 24,220				
Electrical / I&C Lead/QC	\$ 113.00		2	56											4	2	2						66	\$ 7,458				
Electrical Engineer	\$ 88.00											16		20	30	50	24	16			4		160	\$ 14,080				
I&C Engineer	\$ 88.00											16		24	40	50	20	8					162	\$ 14,256				
Sr. CAD/GIS/Technician	\$ 74.00										12	16	24	40	88	59	42	17			8	20	310	\$ 22,940				
CAD/GIS/Technician	\$ 45.00													40	176	148	105	45				20	535	\$ 24,075				
Clerical	\$ 40.00													20	32	22	15	8				16	113	\$ 4,520				
Total Task Hours		272	28	132	16	0	20	20	56	18	20	48	208	316	817	805	506	227	8	48	6	242	3,813					
Subtotal Direct Salary Cost (DSC), \$		21,064	2,242	13,368	1,104	0	1,440	1,328	3,192	1,160	1,384	3,984	12,824	21,184	50,764	51,212	31,687	14,173	496	3,260	416	14,390		\$ 250,672				
Overhead on DSC (Indirect cost) @ 180.00%		37,915	4,036	24,062	1,987	0	2,592	2,390	5,746	2,088	2,491	7,171	23,083	38,131	91,375	92,182	57,037	25,511	893	5,868	749	25,902		\$ 451,209				
Total Labor Cost, \$		58,979	6,278	37,430	3,091	0	4,032	3,718	8,938	3,248	3,875	11,155	35,907	59,315	142,139	143,394	88,724	39,684	1,389	9,128	1,165	40,292		\$ 701,881				
Expenses, \$																												
Travel expenses			575									2,700							500		575		107		\$ 4,457			
Per Labor Hr. Tech. Charge	\$ 14.70	3,998	412	1,940	235	0	294	294	823	265	294	706	3,058	4,645	12,010	11,834	7,438	3,337	118	706	88	3,557		\$ 56,052				
Total Expenses		3,998	987	1,940	235	0	294	294	823	265	294	706	3,058	4,645	12,010	11,834	7,438	3,837	693	706	88	3,664		\$ 60,569				
TOTAL LABOR AND EXP		62,977	7,265	39,370	3,326	0	4,326	4,012	9,761	3,513	4,169	14,561	38,965	63,960	154,149	155,228	96,162	43,521	2,082	9,834	1,253	43,956		\$ 762,450				
Subconsultant Expenses, \$																												
Environmental Permitting		2,500	500	4,400				14,000	65,000															\$86,400				
Geotechnical		4,230	500	2,250	7,440	33,800	21,600													1,500				\$71,350				
Surveying											20,000													\$20,000				
Unauthorized																								\$0				
Total Subconsultant Expenses		6,730	1,000	6,650	7,440	33,800	21,600	14,000	65,000															\$177,720				
TOTAL SUBCONSULTANTS																								\$177,720				
Subconsultant Admin Mark-up	5.0%	337	50	333	372	1,690	1,080	700	3,250	0	1,000	0	0	0	0	0	0	0	0	75	0	0		\$8,887				
Subtotal Cost by Task		70,044	8,315	46,353	11,138	35,490	27,006	16,712	76,011	3,513	25,169	14,561	38,965	63,960	154,149	155,228	96,162	43,521	2,082	11,409	1,253	43,956		\$ 948,957				
FEE (% of Total DSC & Overhead)	15.0%	8,847	942	5,615	464	0	605	558	1,341	487	581	1,673	5,386	8,897	21,321	21,509	13,309	5,953	208	1,369	175	6,044		\$ 105,284				
Federally Funded FEE (% of DSC Only)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		\$ -				
Next Year's Labor Escalation*	0.0%	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		\$ -				
TOTAL ESTIMATED COST AND FEE, \$	2.8	78,891	9,257	51,968	11,602	35,490	27,611	19,270	79,352	4,000	25,750	16,234	44,351	72,857	175,470	176,737	109,471	49,474	2,290	12,778	1,428	50,000		\$ 1,054,281				

* Next year's labor escalation was calculated assuming 80.0% of the work would be completed next year.

Enter data in yellow & green shaded cells only. Other formula cells are locked to prevent accidental changes. There is no password protection.

Overall Project Multiplier 3.22

Profit as a % of Direct Salary Cost (DSC) 42.0%

Project title: Supplemental Agreement No. 2 to the Standard Consultant Agreement with TranTech Engineering, LLC for additional design services for the Edgewater Creek Bridge Replacement Project.

Council Bill #**Agenda dates requested:**

January 3, 2024

Briefing

Proposed action

Consent ☒Action ☐

Ordinance

Public hearing

Yes ☒ No ☐**Budget amendment:**Yes ☒ No ☐**PowerPoint presentation:**Yes ☒ No ☐**Attachments:**

Supplemental Agreement

Department(s) involved:

Public Works, Legal

Contact person:

Tom Hood

Phone number:

(425) 257-8809

Email:

thood@everettwa.gov

Initialed by:*RLS*

Department head

Administration

Council President

Consideration: Professional Services Agreement**Project:** Edgewater Creek Bridge Replacement**Partner/Supplier:** TranTech Engineering, LLC**Location:** Mukilteo Boulevard at Edgewater Creek**Preceding action:** Professional Services Agreement Supplement No. 1, 8/11/22**Fund:** 303 – Public Works Improvement Projects**Fiscal summary statement:**

The programmed available funding for this project, as established by City of Everett Ordinance No.3719-19 is \$22,000,000.

This supplement adds additional design services costs, not to exceed \$138,396 for a new maximum amount payable of \$3,647,608.

Project summary statement:

This supplement includes additional design phase services essential for accommodating structural modifications to walls and bridges.

This project will remove and replace the existing Edgewater Creek Bridge, which was built in 1946 and is a vital link in a chain of three bridges that provide the only access to neighborhoods along Mukilteo Boulevard.

Recommendation (exact action requested of Council):

Authorize the Mayor to sign Supplemental Agreement No. 2 to the Standard Consultant Agreement with TranTech Engineering, LLC for additional design services for the Edgewater Creek Bridge Replacement for an additional \$138,396.



**Washington State
Department of Transportation**

Supplemental Agreement Number <u>2</u>		Organization and Address	
Original Agreement Number EBR-3694		TranTech Engineering, LLC 365 - 118th Ave SE , Suite 100 Bellevue, WA 98005	
Project Number BRM-2776(009)		Execution Date 1/31/2020	Completion Date 12/31/2026
Project Title Edgewater Bridge Replacement		New Maximum Amount Payable \$3,647,608	
Description of Work The Bridge constructed in 1946, is a vital link in a chain of three bridges that provide the only access to neighborhoods located along the Mukilteo Boulevard. The existing structure is a 5-span 352 feet (52':78.5':91':78.5: 52') and 37 feet wide and is deficient in both shear and deck capacities. The new replacement bridge will be approximately 375 feet long and 49 feet wide. The bridge facility will have (2) 12-foot lanes, (2) 5-foot shoulders and (2) 6.5-foot sidewalks.			

The Local Agency of City of Everett

desires to supplement the agreement entered in to with Trantech Engineering, LLC

and executed on 1/31/2020 and identified as Agreement No. EBR-3694

All provisions in the basic agreement remain in effect except as expressly modified by this supplement.

The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

Additional design services as requested by the City and described in Exhibit A - Scope of Work

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: 12/31/2027

III

Section V, PAYMENT, shall be amended as follows:

The current contract amount of \$3,509,212 is supplemented for an additional \$138,396 for a new maximum payable amount of 3,647,608, as presented in Exhibit B

as set forth in the attached Exhibit A, and by this reference made a part of this supplement.

If you concur with this supplement and agree to the changes as stated above, please sign in the Appropriate spaces below and return to this office for final action.

By: TranTech Engineering, LLC

By: _____

Consultant Signature

Approving Authority Signature

Date

Exhibit "A"
Summary of Payments

	Basic Agreement	Supplement #1	Total
Direct Salary Cost			
Overhead (Including Payroll Additives)			
Direct Non-Salary Costs			
Fixed Fee			
Total			

Supplement No. 2 – Scope of Work Edgewater Bridge Replacement

INTRODUCTION

Under the Edgewater Bridge Replacement project, the City of Everett (City) has requested that TranTech Engineering, LLC's team (Consultant) prepare a supplement to provide professional services to perform work not included within the original Scope of Services and Construction Phase Engineering and Construction Management Services.

Additional design phase services provided by TranTech and one of the TranTech team's members, Pertect, under **Work Elements 1, 11, 12, and 13**. Work elements consisted of additional project management, additional structural, civil, utility and stormwater design changes. These additional services are necessary as the result of structural wall and bridge modifications, negotiations with the adjacent property owners and the result of revisions needed to make the project improvements compatible with other City projects, including Edgewater Park. Additionally, the plans are needed to be revised to prepare City's intended re-bid package and incorporate WDFW and HPA conditions for the rebid package. These design revisions require additional coordination, preparation of pre-ad ready plans, estimate, and specifications for an additional submittal, additional plan, estimate, and specifications.

In the following the aforementioned additional scope of work is described in further detail.

ADDITIONAL DESIGN PHASE SCOPE OF SERVICES

The additional Scope of Services described below are the work elements to be accomplished by the Consultant as summarized under each Task. This scope consists of the following elements:

(The task numbers below correspond to the original Scope of Services.)

Work Element 1 – Project Management (Supplemented)

Work Element 11 – Civil, Roadway & Drainage Design (Supplemented)

Work Element 12 – Structural Design (Supplemented)

Work Element 13.5 (New task) – Re-bid Phase Services (Supplemented)

The extra services are identified in the detailed Scope of Services below.

SCOPE OF SERVICES DEFINED

Task 1 – Project Management (Supplemented)

This task includes project administration, meeting coordination, and design team management.

Work Elements:

- Consultant Team Meetings – approximately twelve (12) additional team meetings is assumed for the additional design services.
- Monthly Progress Reports and Invoicing – approximately fifteen (15) progress reports containing a narrative that identifies and describes significant activities performed in the previous month.
- Design Team Management – below is a list of continued tasks to be provided for the duration of the additional design:
 - Schedule and coordinate with design team.
 - Monitor project budget.
 - Maintain regular informal contact telephone discussions and electronic mail.

Deliverables:

- Invoices and Progress Reports

Work Element 11 – Civil, Roadway & Drainage Design

Additional PS&E design and analysis services include:

11.4 Pre-Ad Ready PS&E Documents (Supplemented)

The consultant revised the plans, specifications, and opinion of cost to incorporate the additional designs of drainage revisions and addressed the City's comments on the Pre-Ad Ready Rev 1 PS&E submittal. The plans and specifications were submitted to the City to be incorporated into the rest of the Pre-Ad Ready PS&E packages prepared by others.

Tasks included:

- **Private Property Drainage & Wall #2 Design:** Review current drainage design from CB on private property behind Wall #2 off Lamar Dr. Develop, coordinate, and submit additional design alternative for drainage design from CB on private property behind the wall. Coordinate, review, and complete additional changes to the design and PS&E as directed by the City due to ROW negotiations and Parks review.
- **Wall #1 Design:** Review and coordinate current wall profile design and plan sheet detail information. Coordination meetings with TranTech design team to discuss wall profile details. Provide preliminary station and offset information for wall piles.
- **Edgewater Park:** The subconsultant reviewed comments received from Everett Parks regarding the frontage design and restoration of Edgewater Park. Incorporated comments into the plans, specifications, and estimate.
- **WDFW Hydraulic Permit Approval:** Reviewed permit conditions received from WDFW and incorporated conditions into the plans and specifications.
- **Plans:** The Subconsultant revised all necessary civil plans to incorporate the revised designs listed above. The Subconsultant will provide plans to TranTech to be incorporated into the Pre-Ad PS&E sets.
- **Specifications:** The Subconsultant revised all civil Contract Provisions ("Specifications") to incorporate the revised designs listed above. The subconsultant updated the specification to include updated WSDOT GSPs. The Subconsultant provided special provisions to TranTech to be incorporated into the Pre-Ad PS&E sets.
- **Estimate:** Updated the opinion of cost to reflect new quantities from the changes. Updated the unit cost to reflect current bidding climate.
- **Internal QA/QC:** An internal Subconsultant quality assurance/quality control review of deliverables will be conducted for each Pre-Ad Ready submittal packages, as well as confirmation that comments received have been addressed. A record of comments received will be maintained. Response to each comment received will be tracked to confirm that they have been addressed.
- Review and address review comments on the Pre-Ad Ready submittals and incorporate into the Final-Ad Ready design plans, specifications, and opinion of cost.

Deliverables:

- Pre-Ad Ready Rev 2 & 3 Plans (half-size [11"x17"]) submitted in PDF to the Consultant to be incorporated into the plan set detailed in the original scope of services via e-mail
- Pre-Ad Ready Rev 2 & 3 electronic copy of the Special Provisions submitted in Microsoft Word to the Consultant via e-mail
- Pre-Ad Ready Rev 2 & 3 electronic copy of the Opinion of Cost submitted in Microsoft Excel to the Consultant via e-mail

Work Element 12 – Structural Design

Additional PS&E design and analysis services include:

12.4 Pre-Ad Ready PS&E Documents (Supplemented)

Additional plans and opinion of cost services include two additional Pre-Ad Ready (titled “Pre-Ad Ready Rev 2” and “Pre-Ad Ready Rev 3”) submittals of the plans, specifications, and opinion of cost and addressing review comments provided by the City for the Pre-Ad Ready submittal. Additional services include:

The consultant revised the structural plans, specifications, and opinion of cost to incorporate the wall revisions and addressed the City’s comments on the Pre-Ad Ready Rev 1, 2 and 3 PS&E submittal.

Tasks included:

- **Final Ad-ready Package**
Review and address review comments on the Pre-Ad Ready submittals and incorporate into the Final-Ad Ready design plans, specifications, and opinion of cost.
- **Private Property Drainage & Wall #2 Design:**
Review current design with respect to private property changes and incorporate required changes.
- **Wall #1 Design:**
Review current design with respect to ADA, safety with respect to steep slope and transition to Mukilteo Lane roadway.
- **Utility Coordination:**
Incorporation of utility comments in the plans and addressing City of Mukilteo’s water meter relocation from its current location adjacent to the south abutment of the bridge to Lamar Drive.
- **Plans:** The consultant revised all necessary structural plans to incorporate the revised designs listed above.
- **Specifications:** The consultant revised all structural Contract Provisions (“Specifications”) to incorporate the revised designs listed above.
- **Estimate:** Updated the opinion of cost to reflect new quantities from the changes. Updated the unit cost to reflect current bidding climate.

- **Internal QA/QC:** An internal consultant quality assurance/quality control review of deliverables will be conducted for each Pre-Ad Ready submittal packages, as well as confirmation that comments received have been addressed. A record of comments received will be maintained. Response to each comment received will be tracked to confirm that they have been addressed.

Deliverables:

- Pre-Ad Ready Rev 2 & 3 Plans (half-size [11"x17"]) submitted in PDF to the City

13.5 Re-bid Ad Ready PS&E Documents (New Subtask)

Additional plans, specifications, and opinion of cost revisions addressing review comments provided by the City and WSDOT and incorporating all addenda prepared during the original advertisement and bidding period.

Deliverables:

- Re-bid Ad Ready package submitted in PDF to the City

Supplement No. 2 - Prime Consultant Cost Computations Summary



Edgewater Creek Bridge Replacement

TRANTECH TEAM BUDGET BREAKDOWN

TranTech	\$	98,979
Pertect	\$	26,835

TOTAL PROJECT BUDGET \$ 125,814

MANAGEMENT RESERVE (MR) @ 10%

\$ 12,581

TOTAL PROJECT BUDGET + MR

\$ 138,396

[illegible]

Project title: Nomination of Council President / Mayor Pro Tempore and Vice President

Council Bill #

Agenda dates requested:

1/3/24

Briefing

Proposed action

Consent

Action ☒ X

Ordinance

Public hearing

Yes ☒ x No

Budget amendment:

Yes ☒ x No

PowerPoint presentation:

Yes ☒ x No

Attachments:

Department(s) involved:

Contact person:

Phone number:

Email:

Initialed by:

Department head

Administration

Council President

Project:

Partner/Supplier:

Location:

Preceding action:

Fund:

Fiscal summary statement: None

Project summary statement:

According to Council Rules and in accordance with Section 3.2 of the Charter, the Council shall be presided over by the Council President, selected annually by a majority vote of the Council at the first meeting in January.

Pursuant to Section 2.7 of the Charter, the President of the Council shall also be deemed the Mayor Pro Tempore for the same period of office.

Council will also elect a Vice President annually, at the same meeting as the election of Council President / Mayor Pro Tempore, unless otherwise determined by majority vote of the entire Council. The duties of Council Vice President shall be described as assisting the Council President / Mayor Pro Tempore in the development of the weekly agenda. In the absence of the Council President / Mayor Pro Tempore, the Vice President shall chair the weekly council meeting. The Vice President will attend any community events where the Council President / Mayor Pro Tempore is unable to attend.

Recommendation (exact action requested of Council):

Nomination and election of Council President / Mayor Pro Tempore; followed by nomination and election of Vice President for the year 2024.

Project title: Legislative Session Preview and Update

Council Bill #

Agenda dates requested:

1/3/24

Briefing ☒

Proposed action

Consent

Action

Ordinance

Public hearing

Yes ☒ No

Budget amendment:

Yes ☒ No

PowerPoint presentation:

Yes ☒ No

Attachments:

Department(s) involved:

Administration

Contact person:

Jennifer Gregerson

Phone number:

Email:

jgregerson@everettwa.gov

Initialed by:

Department head

Administration

Council President

Project:

Partner/Supplier:

Location:

Preceding action:

Fund:

Fiscal summary statement: NA

Project summary statement:

The 2024 Legislative Session begins in Olympia on January 8. The City's state lobbyist, Trevor Justin, will deliver a session preview and update on the City's priorities and key issues for the upcoming session.

Recommendation (exact action requested of Council):

Council to receive a briefing from city staff and state lobbyist.

From: noreply@civicplus.com
To: [Angela Ely](#)
Subject: [EXTERNAL] Online Form Submittal: Contact Us
Date: Tuesday, January 2, 2024 7:21:57 PM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Contact Us

We welcome your feedback and suggestions.

*To submit a question or comment by email, please complete the fields below.
Required fields are marked with an asterisk (*).*

*Please note, requests for trip itineraries will be responded to within 1 working day.
Please be as specific as possible with your request.*

First Name	Cyndi
Last Name	Nielsen
Your Email	choelzn@aol.com
Subject	Council leadership
Your Message	I would love/recommend Paula for council president. Paula is level headed, organized, and a leader.

Email not displaying correctly? [View it in your browser.](#)

From: Dana <dana.herr@comcast.net>
Sent: Thursday, December 21, 2023 3:46 PM
To: DL-Council
Subject: [EXTERNAL] Re: CB 2310-59

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

To Everett City Council

Re: CB 2310-59

As an avid pickleball player, I support the Riverfront developer's proposal to replace the current cinema element with a proposed Anchor Food and Recreation use, which includes indoor and covered outdoor pickleball courts. Please approve the change in use.

Sincerely,

Dana A. Herr

Sent from [Mail](#) for Windows

From: Steve Fox <stovefix@gmail.com>
Sent: Tuesday, January 2, 2024 2:37 PM
To: Planning Email; DL-Council
Subject: [EXTERNAL] Riverfront development amendment

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

I am in support of amending the development agreement for the Riverfront project. It seems clear that there are many entertainment options that compete with a cinema. It doesn't make sense to create a large space that may not be used, like the Potala Place project where the ground floor farmer's market never reached fruition.

The new plan to replace the cinema space with courts seems far more practical. The current trend of pickleball may not last, but the space could be converted to another use if that happens more easily than rebuilding a cinema.

The Riverfront project has transformed an area of Everett that has been dormant for years. It's wonderful that so many people can live there with services and entertainment close by.

Steve Fox
Everett



EVERETT CITY COUNCIL Public Comment Form

Thank you for being here today. Please fill out this form to speak at the council meeting.

State your name and city of residence when you begin speaking. Each person is asked to limit comments to three minutes. This allows everyone a fair opportunity to speak. Return this form to the council administrator before the meeting begins.

All comments must be relevant and delivered to the Council as a whole in a respectful manner. The following comments are not allowed:

- Comments on any kind of campaigning, whether for or against ballot measures or candidates running for office
- Comments advertising any product
- Comments focused on personal matters that are unrelated to City business

You can also submit a comment and attend meetings online at [everettwa.gov/city council](http://everettwa.gov/city-council). Click on "Council meeting public comment sign up form." This must be done at least 30 minutes prior to the meeting. Additional instructions are available on the web page.

City staff may wish to contact you for follow up, therefore, your contact information is appreciated.

DATE: 1/3/24

NAME (required): EVAN REED

CITY (required): EVERETT ZIP (required): 98201

EMAIL (optional): e.reed@bunheartcollective.org PHONE (optional): (661) 476-7324

DISTRICT (circle one): 1 2 3 4 5 Not sure Don't live in city

When would you like to deliver your comments: Is your topic on today's agenda?

☐ During the comment period that will follow the agenda item
AGENDA ITEM #: _____

☒ During the general public comment. Please state the topic you would like to speak on: NON-PROFIT INTRO



2024

STATE LEGISLATIVE AGENDA



The City of Everett is home to a diverse community of 115,000 people. Our goal is to build a safe, vibrant and affordable city by advancing work in our priority areas of quality of life, economic development, housing, workforce development, behavioral health and public safety.



QUALITY OF LIFE, ECONOMIC DEVELOPMENT AND HOUSING

Everett is poised for prosperity. We have most of the ingredients we need to promote positive growth and create a vibrant, attractive community. While we have a strong foundation to grow from, we also have immediate needs to address to sustain our existing job centers and recruit new businesses and ideas to Everett.

- Support the creation of new tools and incentives to increase the development and accessibility of **home ownership and affordable housing** at a variety of price points. This includes incentives for increased housing density around mass transit.
- Support **responsive revenue options** to address structural budget challenges, including revisions to the arbitrary 1% property tax cap that has been in place for more than a generation.
- The City thanks the legislature for the important investment in the 2023 capital budget for an outdoor sports facility in the City of Everett and encourages the legislature to allocate the money to the City in the supplemental budget.
- Support the **expansion of green infrastructure** to promote conservation and sustainability.
- Establish opportunities for our youth by ensuring access to **early learning, outdoor activities, quality education, mentorship** and positive career pathways.



WORKFORCE DEVELOPMENT

Everett is fortunate to have a very skilled workforce to fill the needs of Boeing and other critical industries, but we need to ensure we continue to meet the needs of our industries for the economic well-being of our City.

- Support investments to the **behavioral health and general healthcare** workforces: improve career pathways for young adults, sustain the existing workforce and expand worker retraining opportunities to help meet regional workforce needs.
- Support efforts to improve **childcare access and affordability** to support both the current and future workforce.
- Support efforts to expand **innovative programs and internships** for high school and college students, bringing new technologies into the classroom and **strengthening STEM education** in K-12 schools.



BEHAVIORAL HEALTH AND PUBLIC SAFETY

Everett is fortunate to have a progressive and highly trained police force but recognizes the need to transform criminal justice policies to provide greater safety for communities that historically have not been well-served by the existing system, with a focus on behavioral health.

- The City strongly supports efforts to help recruit and retain police officers for public safety. This includes updating the existing local option public safety sales tax to allow implementation by councilmanic authority and flexibility of funds to cover more uses, including behavioral health co-response teams.
- Ensure the legislature empowers law enforcement to proactively intervene and encourage **voluntary treatment options**.
- Support solutions that address the gap between competency and involuntary commitment for behavioral health related issues to **ensure individuals receive the support they need** in the least restrictive setting.
- Support funding to expand co-responder units and create alternate response teams, law enforcement assisted diversion, therapeutic courts and other diversion programs allowing for a **more robust response to better connect people in crisis with needed services**.
- Support funding for broader access to additional behavioral health services for substance use disorder treatment (SUD), including crisis treatment for ongoing behavioral and mental health treatments.
- The City supports legislation that would make unlawful possession of a firearm in the first degree a violent offense.



MAKE IT IN EVERETT

These legislative priorities articulate a vision for Everett as a city ripe with opportunities to put down roots in an established but growing area of the Pacific Northwest. **Starting a business, a new career, a degree or a family: Everett is the place to make it happen.**

These transformational investments will move Everett, and our region, forward towards a strong, prosperous future.

ZeroAvia



Pallet



South Fork Baking Co.



Contact the City of Everett

2930 Wetmore Ave., Ste. 10-A
Everett, WA 98201
everettwa.gov

Jennifer Gregerson

Director, Government Affairs
425.760.5274
jgregerson@everettwa.gov

Trevor Justin

Lobbyist
360.280.2847
trevor@tjgovrelations.com