

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute Amendment No. 4 with Blueline Group LLC in the Amount of \$20,000 for a Final Contract Amount of \$95,000
DEPARTMENT:	Public Works
PRESENTED BY:	Tricia Juhnke, City Engineer
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Budget for the City’s current Development Review Support Services contract with Blueline Group, LLC has been expended and current development review workload is such that there is an immediate need for on-call review. This Amendment No. 4 to this contract will provide the resources necessary to address the current workload and allow staff to meet review deadlines associated with two School District projects under accelerated review in December 2018 and January 2019. This contract amendment would add an additional \$20,000 to this contract for a total contract amount of \$95,000.

RESOURCE/FINANCIAL IMPACT:

This contract amendment is covered by additional fees related to the accelerated plan review agreement with the Shoreline School District and permit fees associated with requests for expedited review.

RECOMMENDATION

Staff recommends that City Council authorize the City Manager to execute Amendment No. 4 with Blueline Group, LLC in the amount of \$20,000 for a final contract amount of \$95,000.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

The Blueline Group, LLC has provided on call engineering development review support to the City since 2015. The contract amount has now been fully expended and staff has issued a Request for Qualifications to select a firm to provide continued on-call engineering development review support under a new contract. Staff expects to select a firm and execute a contract by the early February 2019. However, current development review workload is such that there is an immediate need for on-call review in advance of execution of a new contract. This is the first time that this contract has been reviewed by Council, as Blueline was administratively selected for the initial contract. This proposed contract amendment amount exceeds the City Managers signing authority.

BACKGROUND

This Amendment No. 4 to the Blueline Group's contract will provide for necessary services for the months of December 2018 and January 2019. Blueline Group's staff have provided engineering review services to the City at a consistently high quality throughout the life this contract and are knowledgeable in the City's codes, permitting processes, the Stormwater Management Manual for Western Washington and the associated NPDES general stormwater permit.

The execution of this Amendment No. 4 will allow City staff to assign plan review to Blueline so staff can perform accelerated review of the School District projects. This will also allow staff to meet requests for expedited review. Without this amendment, review times on non-school projects will be delayed so staff can meet the agreed review times for the school projects and staff will be unable to accept requests for expedited review.

RESOURCE/FINANCIAL IMPACT

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RECOMMENDATION

Staff recommends that City Council authorize the City Manager to execute Amendment No. 4 with Blueline Group, LLC in the amount of \$20,000 for a final contract amount of \$95,000.