

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute Amendment No. 5 to Contract 9404 with The Blueline Group, LLC in the Amount of \$188,910 for Development Review Services for the Sound Transit Lynnwood Link Extension Light Rail Project
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:

The Blueline Group, LLC has been providing development review support to the City, specifically for the Sound Transit permit process, since March 2019. Permit review and development support is now anticipated to be needed through December 31, 2023.

Tonight, Council is being asked to authorize the City Manager to execute Amendment No. 5 to contract 9404 with The Blueline Group, LLC to continue with development review support for the Sound Transit Lynnwood Link Extension Light Rail Project (LLE Project) in Shoreline through December 2023. Staff is requesting that Council authorize the City Manager to execute the fifth amendment (additional \$100,000 through December 31, 2022) to cover the balance of the 2021-2022 biennium, with an option to amend again in late 2022 to add an additional \$88,910 for permit review and development services on the LLE project through the end of 2023, with a total amount not to exceed of \$983,910.

RESOURCE/FINANCIAL IMPACT:

This proposed contract Amendment No. 5 extends the expiration date to December 31, 2023, and adds \$100,000, resulting in a total contract value of \$895,000. Authorization is also requested for the option to amend again for the 2023-2024 biennium up to an additional \$88,910 and a not to exceed amount of \$983,910 through December 31, 2023. The \$100,000 increase for this contract is included in the City Manager's Office budget for Light Rail Stations through 2022. A budget request for the additional amendment to this contract will be included in the proposed Light Rail Stations budget for the 2023-2024 biennium. These review costs are directly reimbursed by Sound Transit through the Expedited Permitting, Construction Services, and Reimbursement Agreement for the Lynnwood Link Extension Project (Contract #8629). City staff will be reviewing the reimbursement balance remaining in 2022 and will pursue and amendment to this agreement amount with Sound Transit, if necessary, to continue provision of these services through the end of the LLE project.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute Amendment No. 5 to Contract 9404 with The Blueline Group, LLC, for Development Engineering Review and Support services for Light Rail Facilities in the amount of \$100,000 for a total contract amount of \$895,000 through December 31, 2023, with an option to amend again up to \$88,910, for a total not to exceed \$983,910.

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

BACKGROUND

In March 2019, the Term Limited Employee providing development review services for the Sound Transit Lynnwood Link Extension (LLE) project left employment with the City. Permit applications for the LLE project had recently been submitted and were under review. The timing of this vacancy left an immediate need to fill the role for Sound Transit Development Review to maintain the schedule for permit issuance and the start of construction.

Development review for LLE project is within the scope of work of the On-Call Development Review contract and staff requested the services of a full time Development Review Engineer. The Blueline Group, LLC (Blueline) was able to accommodate the request and provided a Development Review Engineer on March 27, 2019.

The original contract with The Blueline Group, LLC was executed June 26, 2019, in the amount of \$245,000. In December 2019, Council authorized the City Manager to execute Amendment No. 1 in the amount of \$250,000. This was followed by Amendment No. 2, executed in May 2020, which increased the total contract dollar amount by \$300,000 for an amended total not to exceed the amount of \$795,000. The related staff reports for these Council actions can be found at the following links:

- June 17, 2019 Council Meeting – [Blueline Contract Authorization](#)
- December 9, 2019 Council Meeting – [Amendment No. 1](#)
- May 11, 2020 Council Meeting – [Amendment No. 2](#)

On December 11, 2020, City staff executed administrative Amendment No. 3 with Blueline to continue to provide review of the LLE Project through 2021. Amendment 3 extended the contract through the end of 2021 and updated the fees schedule to 2021 rates. And subsequently on November 29, 2021, staff executed administrative Amendment No. 4 with Blueline to continue to provide review of the LLE Project through 2022. Amendment 4 extended the contract through the end of 2022 and updated the fees schedule to 2022 rates.

DISCUSSION

It has been difficult to predict the amount of time necessary for review and issuance of permits for the LLE project due to its size and scope. As of January 1, 2022, there is an approximately \$30,000 balance remaining on this contract. At the current level of services (averaging \$7,000 per month), this balance will allow for part time reviews through April of 2022. Staff anticipates that the LLE Project will require part time reviews at current levels (approximately equivalent to 0.25 FTE) and meeting attendance at the current levels through the third quarter of 2022, which then may drop off to closer to 10 hours per month as the civil construction of the project nears completion in 2023.

There is ongoing need for review of planned deferred submittals from the contractors and revisions anticipated based on actual field conditions or changes requested by the contractors. The need for development review support will continue throughout this phase of the project. While Sound Transit does not currently anticipate delaying the start of service of the LLE extension, which is currently slated for July 2024, an ongoing union strike affecting concrete protection is having a significant impact on the Project. Once concrete is available again, Sound Transit will revisit their schedule milestones with their general contractors and will let the City know of any adjustments to their project schedule. At the end of 2023, City staff will re-evaluate the need to continue consultant development review support for the Project beyond 2023.

ALTERNATIVES ANALYZED

Over the past three years, the City has utilized Blueline for permit review services for the LLE Project in lieu of City staff performing this work. Continuing with the same Blueline personnel, who are currently providing support, will provide for the best service and an effective delivery of the LLE Project permits.

Staff considered the following alternatives in preparing this request:

1. Amend the contract with Blueline (**recommended**) – The Blueline Group has provided excellent support on this project. Continuing with the same Blueline Group personnel provides for continuity and minimizes the need for any additional training or project familiarization.
2. Utilize existing City staff (not recommended) – Adding the LLE permit review work to in-house City staff would result in significant delays to civil reviews and impact customer service of other development projects within the City.

Given these alternatives, staff recommends continuing to use Blueline for permit review to maintain continuity of the project review team and not impact customer service to other development projects within the City.

RESOURCE/FINANCIAL IMPACT

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Staff recommends that Council authorize the City Manager to execute Amendment No. 5 to Contract 9404 with The Blueline Group, LLC, for Development Engineering Review and Support services for Light Rail Facilities in the amount of \$100,000 for a total contract amount of \$895,000 through December 31, 2023, with an option to amend again up to \$88,910, for a total not to exceed \$983,910.

ATTACHMENTS

Attachment A: Amendment No.5 to the Blueline Group, LLC Contract - Scope of Work



Sound Transit Development Reviews

Job Number: 19-396 Prepared By: Taylor Brown, PE
 Date: 1/19/2022 Checked By: Robert Dahn, PE

Task #	Base Tasks	Senior Project Manager \$226/hr Hours	Project Engineer \$204/hr Hours	Engineer \$182/hr Hours	Total Hours	Total Fee	Fee Type
003	Sound Transit 2020 Reviews	0	819.5	0	819.5	\$167,180	Not to Exceed
004	Project Management	11	33	0	44	\$9,220	Not to Exceed
103	Off-Site Engineer Sound Transit Review	0	0	66	66	\$12,010	Not to Exceed
999	Expenses					\$500	Not to Exceed
	Total Hours	11	852.5	66	929.5		
	Blueline Personnel	\$2,486	\$173,910	\$12,012		\$188,910	

003 Sound Transit 2020 Reviews		Senior Project Manager	Project Engineer	Engineer	Total Hours	
Item #	Description	\$226/hr	\$204/hr	\$182/hr		
		Hours	Hours	Hours		
1	Reviews, Meetings, Project Coordination		745		745	
2	Anticipated 10% Overtime		74.5		74.5	
Total Hours		0	819.5	0	819.5	Total
Total Fee		\$0	\$167,178	\$0		\$167,180
004 Project Management		Senior Project Manager	Project Engineer	Engineer	Total Hours	
Item #	Description	\$226/hr	\$204/hr	\$182/hr		
		Hours	Hours	Hours		
1	Mgmt of Staff, Budget, and Schedule		22		22	
2	Monthly Billing Reports	11	11		22	
Total Hours		11	33	0	44	Total
Total Fee		\$2,486	\$6,732	\$0		\$9,220
103 Off-Site Engineer Sound Transit Review		Senior Project Manager	Project Engineer	Engineer	Total Hours	
Item #	Description	\$226/hr	\$204/hr	\$182/hr		
		Hours	Hours	Hours		
1	Offsite Review Support			66	66	
Total Hours		0	0	66	66	Total
Total Fee		\$0	\$0	\$12,012		\$12,010
999 Expenses					Total Cost As Needed	
Item #	Description					
1	Mileage				\$500.00	
					\$500.00	Total \$500