

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute a Contract Amendment #9925.01 with Parametrix, Inc. in the amount of \$755,374
DEPARTMENT:	Parks, Fleet, and Facilities
PRESENTED BY:	Jacob Bilbo, Parks Bond Project Manager
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:

During the February 8, 2022, Special Election, voters passed the Proposition 1 bond measure which provided \$38.5M in funding for park improvement projects. To maximize the delivery of park improvements, expedite the duration of work, hold costs within budget, and bring the completed work online as soon as practical, staff adopted a Progressive Design Build (PDB) delivery method as an alternative to the traditional “design-bid-build” model used on most City capital projects.

On February 14, 2022 City Council authorized the City Manager to execute a contract #9925 with Parametrix, Inc. in the amount of \$132,400 to support the delivery of Parks Improvements funded by Proposition 1. This covered Phase I of the project, which involved development of the application for the PDB alternative delivery method followed by presentation to the Capital Projects Advisory Review Board (CPARP) and the Project Review Committee (PRC), and development of a charter to define the City’s and Parametrix’ s roles and responsibilities. In Phase I, Parametrix also assisted with the progressive design build (PDB) project team procurement, using the PDB methodology. This phase is considered complete once the project team is procured and the contract finalized. Staff anticipates that contract negotiations will be completed by July 11, 2022, marking the end of Phase 1 and the beginning of Phase II.

Tonight, staff is requesting that the City Council authorize the City Manager to execute a contract amendment with Parametrix, Inc. for project management services for parks improvements through project completion. As Council only authorized funding the initial contract with Parametrix, Inc. through Phase 1, additional funding is required to extend services through project completion. The proposed revised scope of work for this contract is attached to this staff report as Attachment A.

RESOURCE/FINANCIAL IMPACT:

Proposition 1 authorized the City to issue bonds to support park system improvements, park land acquisition, and investments in public art in the amount of \$38.5 million. Estimated construction and related costs for the park system improvements are \$26 million and include an allowance for project management costs. This contract procures

project management costs through project conclusion. The amount of this contract is not to exceed \$755,374 and will be funded by General Capital 2022 Parks Bonds.

RECOMMENDATION

Staff recommends that the City Council move to authorize the City Manager to execute a supplemental agreement with Parametrix Inc. in the amount of \$755,374 to support the delivery of Parks Improvements funded by Proposition 1.

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

BACKGROUND

In February 2021 the Proposition 1 Park Improvement and Park Land Acquisition bond measure was approved by voters and authorized the City to issue up to \$38,500,000 in general obligation bonds to finance park improvements. Staff reviewed available project delivery methodologies, and determined that the traditional “design-bid-build” approach would take significantly longer to complete than possible available alternative build approaches. An alternative approach would also allow the City to more effectively control costs.

Based upon early review of the alternative build options, staff recommended the Progressive Design Build (PDB) method for the park bond improvement projects. Staff did not have recent experience in the use of alternative project delivery, which would likely not meet the experience requirements of Capital Projects Advisory Review Board – Project Review Committee (CPARB-PRC) to allow the City to proceed alone on an alternative project delivery method project.

The City conducted an RFP, including Statement of Qualifications (SOQs), to engage a consultant experienced in alternative project delivery methods to assist the City in evaluating and using the selected method and providing project management support throughout the project. The City sought a consultant who had the capability to evaluate alternative contracting methodologies, develop project staffing plans, and develop and defend an application for the appropriate alternative methodology to the CPARB-PRC as part of the City’s proposal team. The consultant would also continue to provide project management support for the design, environmental and permitting, and construction phases of the project. Through evaluation of SOQs and interviews of the best qualified firms, the City selected Parametrix as the most qualified form to assist with the Priority Park System Improvements.

The contract with Parametrix was negotiated and approved by Council on February 14, 2022. The contract was expected to have three phases, the first of which would involve development of the application for the PDB alternative delivery method followed by a presentation to the CPARB-PRC and development of a charter to define the City’s and Parametrix’s roles and responsibilities. In this phase, Parametrix assisted with the project team procurement using the PDB methodology. Phases 2-4 will involve assistance in design and pre-construction, followed by a phase for construction assistance, and a phase for grant management. Phase 1 is expected to conclude in July 2022. More information about the Parametrix contract approved by Council can be found here: [Authorize the City Manager to Execute a Contract with Parametrix Inc. in the Amount of \\$132,400 for Project Management Services for Park Improvements.](#)

DISCUSSION

Staff have determined that Parametrix has met the contract requirements in Phase I and are satisfied with the deliverables presented to the City. As such, staff are confident that Parametrix can continue project management services through the duration of the park improvement project.

The contract with Parametrix is expected to have three remaining phases. In the remaining phases, Parametrix will assist in coordination of design and pre-construction, which is the scope of tonight's contract amendment (Attachment A, followed by a phase for construction assistance, and a phase for grant management. As alternative project delivery experts, they will ensure that the City and our PDB Team meet the stringent state requirements of progressive design build and achieve the value that this project delivery method offers. The contract amount is a not to exceed (NTE) amount and provides Parametrix and the City to respond to the unique demands of this type of project. In Phase one, the actual billing is anticipated to be approximately \$50,000 less than the NTE contract amount.

If Council authorizes this first contract amendment with Parametrix, the City and Parametrix will engage with the selected PDB consultant, whose contract is also presented to Council tonight for review, and begin the design phase of park improvements. This will be followed by a phase for construction that is anticipated to begin in fall 2023.

COUNCIL GOAL(S) ADDRESSED

This item implements City Council Goal No 2, Action Step 2:

*Continue to deliver highly valued public services through management of the City's infrastructure and stewardship of the natural environment
Continue to implement the Parks, Recreation, and Open Space Plan, including implementation of the 2021 Park Bond if approved by voters*

RESOURCE/FINANCIAL IMPACT

Proposition 1 authorized the City to issue bonds to support park system improvements, park land acquisition, and investments in Public Art in the amount of \$38.5 million. Estimated construction and related costs for the park system improvements are \$26 million and include an allowance for project management costs. This contract procures project management costs through project conclusion. The amount of this contract is not to exceed \$755,374 and will be funded by General Capital 2022 Parks Bonds.

RECOMMENDATION

Staff recommends that the City Council move to authorize the City Manager to execute a supplemental agreement with Parametrix Inc. in the amount of \$755,374 to support the delivery of Parks Improvements funded by Proposition 1.

ATTACHMENTS

Attachment A: Updated Scope of Work

April 20, 2022

Parametrix No. 267-3485-007 Project Management Services for Shoreline Park System Improvements

Sara Lane
Administrative Services Director
City of Shoreline
17500 Midvale Avenue N.
Shoreline, WA 98133

Re: Amendment to Project Management Services for Shoreline Park System Improvements to Include Additional Services

Dear Ms. Lane:

As our services have expanded from the original proposal to include project management services for the Progressive Design Build efforts for the Parks Improvement Bundle, as well as other tasks, we respectfully request the following amendment to our services agreement to address these changes. This amendment includes hourly services for: Project Management tasks related to the Progressive Design Build (PDB) Parks Bundle project; RCO & other grant support and management as directed; as well as miscellaneous project management tasks and support as needed. Below is a summary of the various project tasks. Separately attached is the detailed fee schedule and budget showing the expanded scope of work.

City of Shoreline Additional Services – Phase 2, 3 & 4	Amount
Design/Pre-Construction	\$94,650
GMP Negotiation	\$9,349
Phase 2 APD Advisory Services	\$10,229
Const Docs, Permit & Bidding	\$132,075
Construction	\$365,840
Phase 3 APD Advisory Services	\$25,880
Warranty	\$11,330
RCO & Grant Management	\$35,880
Total Labor Costs	\$685,232
Expense Allowance for non-labor costs @ 2.5% of Total Labor	\$17,131
Additional Tasks As Directed	\$17,131
Phase 2, 3 & 4 Total Estimated Fee Budget	\$755,374

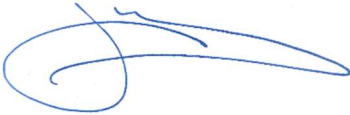
Please note that the original scope of this agreement is not accounted for in the total noted above. The original scope is referenced as Phase 1 within the detailed fee document, and the additional services are referred to as Phases 2, 3, and 4.

Please let me know if you have any questions, or need any additional information.

Thank you for the opportunity to serve the City of Shoreline.

Sincerely,

PARAMETRIX, INC.



Jeremy Woolley
Project Manager