

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

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| AGENDA TITLE: | Authorize the City Manager to Execute Contract Amendment #10405.01 with Truland Survey in the Amount of \$74,352.00 |
| DEPARTMENT: | Administrative Services Department |
| 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 approved the Shoreline Proposition 1 bond measure, providing \$38.5M in funding for park improvement projects. The measure was successful, and staff began to move forward with the projects supported by the measure. As a precursor to the design and permitting process for the projects funded by the bond measure, each project site must undergo survey, critical area, cultural resource, geotech, and arborist reporting. The project design schedule is also highly dependent on the accuracy and timely recording of this data.

To meet project deadlines the City sought to select a qualified surveying firm that could meet the aggressive scope of work and deadline. After reviewing Statements of Qualifications, the City administratively selected Truland Survey and contract #10405 was executed on August 11, 2022. After work commenced, the City's Progressive Design Consultant, FORMA/Mithun, determined that it was necessary to update the scope of work to include larger boundaries, map the locations of individual trees, and provide future assistance with permitting. As the original contract only funded the original scope of work, additional funding will be required to complete the expanded scope of work and provide additional permitting assistance.

Staff is requesting that the City Council authorize the City Manager to execute a contract amendment with Truland Survey for continued surveying services. 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 surveying costs. This contract procures surveying costs through project conclusion. The amount of this contract is not to exceed \$74,352.00 and will be funded by General Capital 2022 Parks Bonds, of which there are sufficient funds to cover additional survey work.

RECOMMENDATION

Staff recommends that the City Council authorize the City Manager to execute a supplemental agreement with Truland Survey in the amount of \$74,352.00 to support the delivery of surveying funded by Proposition 1.

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

BACKGROUND

On February 8, 2022, Proposition No. 1 was approved during a special election. This provided \$38.5M in funding for park improvements. The City adopted a project delivery approach that would provide the ability to deliver park improvements in a timely manner by incorporating an aggressive schedule, and better cost and schedule controls. The City then selected a progressive design/build team, Mithun/FORMA, who was determined to be the most qualified team to utilize the progressive design/build method, and the Parks Bond Project officially commenced in July 2022.

The Parks Bond Project has been divided into two phases. Phase 1 includes pre-design, programming, design development approach/concept, and schematic design. Phase 1 has commenced and incorporates all pre-construction work with a large focus on park design and permitting. As a precursor to the design and permitting process, the City requires that each project site undergo survey, critical area, cultural resource, geotech, and arborist reporting. The project design schedule is also highly dependent on the accuracy and timely recording of this data.

To meet project deadlines the City sought to select a qualified surveying firm that could meet the aggressive scope of work and deadline. The City reviewed Statement of Qualifications (SOQ's) and heavily weighted experience, to engage an experienced surveying consultant. Through evaluation of SOQs of the best qualified firms, the City administratively selected Truland Survey as the most qualified firm to perform the required survey work.

The contract with Truland Survey was negotiated and approved by the City Manager on August 11, 2022. The initial scope of work for survey included creating base map information to include lot lines, corners, all feature in the City's Right of Way, as well as legal descriptions. The deliverables were to include electronic files compatible with AutoCAD Civil 3D 2020.

After work commenced, the Progressive Design Consultant team, FORMA/Mithun, determined that it was necessary to update the scope of work to include larger boundaries, map the locations of individual trees, and provide future assistance with permitting. This additional work increases the extent of work and time in the field, notably at Kruckeberg Botanical Gardens, where most of the site required detailed tree locations for the entire site. Additionally, it was also determined that Truland Survey's assistance would be required throughout the permitting process. The revised scope of work is expected to conclude in October 2022. The scope of work is provided in Attachment A to this report.

DISCUSSION

On August 11, 2022 the City Manager approved funding for surveying services through phase 1 of park improvements. Phase 1 includes pre-design, programming, design development approach/concept, and schematic design. Phase 1 commenced and incorporates all pre-construction work with a large focus on park design and permitting.

The City reviewed Statement of Qualifications (SOQ's) and heavily weighted experience, to engage an experienced surveying consultant. Through evaluation of SOQs of the best qualified firms, the City administratively selected Truland Survey as the most qualified firm to perform the required survey work. Truland Survey is now engaged in their initial survey work which staff anticipates will be concluded in October. This will mark the end of their original scope of work and requires a contract amendment to continue funding for the additional scope and future permit consulting services.

Staff have determined that Truland Survey has met the initial contract requirements in phase 1 and are satisfied with the deliverables presented. After reviewing the performance and deliverables presented to date, staff are confident that Truland Survey can manage the additional scope requirements and through the duration of the project schedule.

The contract with Truland Survey has been negotiated and is being presented to you tonight for approval. It is expected to include expanded topographical surveying boundaries at all 8 parks as well as 2 acres of additional tree locates at Hamilin (Briarcrest Park). This contract would also include detailed extents and topographical mapping and tree locates at Kruckeberg Botanical Gardens. Additionally, this will provide funding for future permitting assistance from Truland Survey that staff anticipates will be necessary.

If Council authorizes this contract with Truland Survey, the immediate next steps would be for the City and Truland Survey to continue coordinating surveying at each park improvement site. This will be followed by consultation during the permitting process which is anticipated to continue for 6-9 months.

COUNCIL GOAL(S) ADDRESSED

This item implements City Council Goal No 2., Continue to deliver highly-valued public services through management of the City's infrastructure and stewardship of the natural environment, and specifically Action Step No. 2 under this Council goal: Continue to implement the Parks, Recreation, and Open Space Plan, including implementation of the 2021 Park Bond if approved by voters.

RESOURCE/FINANCIAL IMPACT

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ATTACHMENTS

Attachment A: Updated Scope of Work for Truland Survey



July 23, 2022
 Jacob Bilbo
 Parks Bond Project Manager
 City of Shoreline

Re: 2022 Land Survey Services for Parks Bond Projects

Thank you for considering TruLand as your surveying consultant. The following is a fee estimate intended to satisfy the requirements listed in document titled '20220718 CoS Survey.docx' provided by the City, which will provide surveying and mapping services for 8 separate park sites throughout Shoreline. Based on the information provided in the document listed above, along with Attachments A, B, C, and most recent mapping limits document titled 'Survey Boundary Recommendations_Mithun-v2', also provided by the City, this is our estimation of effort required for this project, with breakdown by site:

SITES:

1. Brugger's Bog – 19533 25th Ave NE

Survey Labor: \$8,800
 Survey Expenses: \$600
Locates (sub-con): \$600
Total Fee: \$10,000

Active project-
 Base Map Estimate:
\$16,800

Remaining estimate
 for future permitting
 assistance and
 critical areas base
 map updates: \$3,900

Park Total Fee:
\$20,700

2. Hillwood – 630 NW Richmond Beach Rd

Survey Labor: \$12,200
 Survey Expenses: \$1,200
Locates (sub-con): \$800
Total Fee: \$14,200

Invoiced on 10-15-22
 Total: \$18,848

Remaining estimate
 for future permitting
 assistance and
 critical areas base
 map updates: \$3,900

Park Total Fee:
\$22,748

3. James Keough – 2350 N 167th St

Survey Labor: \$8,600
 Survey Expenses: \$800
Locates (sub-con): \$600
Total Fee: \$10,000

Active project-
 Base Map Estimate:
\$12,900

Remaining estimate
 for future permitting
 assistance and
 critical areas base
 map updates: \$3,900

Park Total Fee:
\$16,800

4. Richmond Highlands – 16554 Fremont Ave N

Survey Labor: \$11,400
 Survey Expenses: \$900
Locates (sub-con): \$1,200
Total Fee: \$13,500

Invoiced on 9-2-22
 Total: \$13,500

Remaining estimate
 for future permitting
 assistance and
 critical areas base
 map updates: \$3,900

Park Total Fee:
\$17,400

5. Shoreview – 17229 3rd Ave NW

 Survey Labor: \$13,100
 Survey Expenses: \$1,300
Locates (sub-con): \$1,000
Total Fee: \$15,400

 Active project-
 Base Map Estimate:
\$19,800

 Remaining estimate
 for future permitting
 assistance and
 critical areas base
 map updates: \$3,900

 Park Total Fee:
\$23,700
6. Ridgecrest – 108 NE 161st St

 Survey Labor: \$6,900
 Survey Expenses: \$600
Locates (sub-con): \$600
Total Fee: \$8,100

 Active project-
 Base Map Estimate:
\$10,200

 Remaining estimate
 for future permitting
 assistance and
 critical areas base
 map updates: \$3,900

 Park Total Fee:
\$14,100
7. Hamlin – 16006 15th Ave NE

 Survey Labor: \$15,700
 Survey Expenses: \$1,600
Locates (sub-con): \$800
Total Fee: \$18,100

 Invoiced on 9-8-22
 Total: \$27,104

 Remaining estimate
 for future permitting
 assistance and
 critical areas base
 map updates: \$3,900

 Park Total Fee:
\$31,004
8. Kruckeburg Botanical Gardens - 20312 15th Ave NW

 Survey Labor: \$9,300
 Survey Expenses: \$600
Locates (sub-con): \$800
Total Fee: \$10,700

 Active project-
 Base Map Estimate:
\$24,000

 Remaining estimate
 for future permitting
 assistance and
 critical areas base
 map updates: \$3,900

 Park Total Fee:
\$27,900
Project Total Fee: \$100,000

 Estimate Total Fee
 for Base Maps:
\$143,152

 Estimate Total Fee
 for future permitting
 assistance: \$31,200

 8 Parks Total
 Fee: \$174,352

SCOPE:
Topographic Survey:

TruLand will perform topographic surveys of these sites based on Scope documents and Attachments listed above, provided by the City. Any variations from these documents may be listed below under Assumptions, but some items not mentioned below still need to be confirmed with the City.

Note: Limits of mapping are based on document titled 'Survey Boundary Recommendations_Mithun-v2', and there may exist properties such as Kruckeburg Botanical Gardens that still need to be confirmed with the City.

ASSUMPTIONS:

This proposal is based on the following assumptions and/or receiving the following site-specific information.

1. TruLand will be provided reasonable access to all areas requiring surveys.
2. Limits of mapping will be property boundaries and/or limited areas within those properties as defined by the City and shown in document titled 'Survey Boundary Recommendations_Mithun-v2'.

3. In densely treed areas, a general outline of the tree extents will be captured, not individual trees.
4. In order to show easements TruLand will need to be provided Title Reports, which will be supplied by the City.
5. For safety reasons TruLand personnel are not permitted to enter enclosed utility structures. These structures will be detailed and inventoried only to the extent feasible from the surface.
6. TruLand field crews may need to perform minor brushing with machetes to conduct this survey, and we have Client's permission to do so.
7. We have accounted for the cost of an independent utility locating service to identify the location of existing underground conductible utilities. Utilities may exist that cannot be traced.
8. Any available records such as utility asbuilts that the City may have will be supplied to TruLand.
9. The setting of survey monuments at the exterior boundary points of the subject is not included in this proposal, however accurate boundary lines will be depicted.

SCHEDULE:

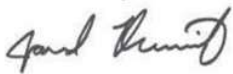
TruLand will complete the above-described scope of work on a mutually agreed upon schedule.

ADDITIONAL SERVICES:

It is understood that any Additional Services beyond those included in this Scope of Services shall be authorized in writing by the Client prior to commencement of the "Additional Service(s)," and the Client shall reimburse TruLand for said Additional Services monthly according to the work actually accomplished in the preceding month, provided such Additional Services have been approved in writing.

If you have any questions or need additional information, please call me at (425)516-3919 or e-mail me at jkemnitz@trulandsurvey.com.

Best regards,
TruLand Survey, LLC.



Jared Kemnitz, PLS