



TO: Board of Contracts and Awards
FROM: Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer *KS*
Josh Diekmann, P.E., Public Works Assistant Division Manager
COPY: City Council, City Manager, City Clerk, SBE Coordinator, LEAP Coordinator, and
Doreen Klaaskate, Finance/Purchasing
SUBJECT: Increase the contract for On-Call Engineering Services –
Architectural and Engineering Roster, Contract No. C90 – March 19, 2019
DATE: March 5, 2019

RECOMMENDATION SUMMARY:

The Public Works Department requests approval to increase Contract No. C90 with Concord Engineering Inc, Seattle, WA, by \$205,000, for a total contract amount of \$400,000, plus any applicable taxes, to continue to provide routine and emergency traffic engineering and analysis services.

STRATEGIC POLICY PRIORITY:

- Strengthen and support a safe city with healthy residents.
- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Assure outstanding stewardship of the natural and built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

This contract provides for continued engineering services for multiple transportation projects in the city. These projects will improve the City’s infrastructure and increase safety for residents. By supporting project delivery, this contract supports an open, effective, results-oriented organization.

BACKGROUND:

In 2015, the Public Works Department identified a need to supplement the capabilities and availability of in-house traffic engineering staff. The City has two additional on-call contracts for traffic engineering services in place, and is in the process of interviewing consultants for additional on-call services. Because there is a need to continue the services being provided, Public Works requests increasing the Concord Engineering Inc contract limit.

ISSUE: This on-call contract provides access to engineering services for multiple projects including, but not limited to: traffic signalization, illumination and communication systems, and signal optimization. Without these services, the City would need to hire additional staff to address this body of work.

ALTERNATIVES: The City could resolicit for bids to provide similar on-call services; however, this would likely result in more cost and delay of project delivery as opposed to increasing the existing contract.



COMPETITIVE SOLICITATION:

The City of Tacoma reviewed five firms using the City’s Architectural and Engineering Roster. The City determined Concord Engineering Inc to be the firm most qualified to meet the criteria required of the contract scope. On July 27, 2017, the City awarded Contract No. C90 to Concord Engineering Inc to provide on-call engineering services for the Public Works Engineering Division.

CONTRACT HISTORY:

- The original contract with Concord Engineering Inc was executed on July 27, 2017, for \$150,000, to provide on-call engineering services through July 31, 2018.
- Amendment No. 1 was executed on January 2, 2018, for \$45,000, for a cumulative contract amount of \$195,000. Amendment No. 1 also extended the contract to December 31, 2018.
- Amendment No. 2 was executed on January 1, 2019, and extended the contract through December 31, 2020.
- Proposed Amendment No. 3 for \$205,000, for a total contract amount of \$400,000, will allow for continued on-call engineering services to be provided.

SUSTAINABILITY: This project will improve the City’s infrastructure and increase safety for residents.

SBE/LEAP COMPLIANCE: Not applicable.

FISCAL IMPACT:

EXPENDITURES:

FUND NUMBER & FUND NAME *	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Street Fund (1065-TRANS)	662320	5310100	\$205,000
TOTAL			\$205,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
Street Fund (1065-TRANS)	662320	6311010	\$205,000
TOTAL			\$205,000

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$205,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? YES

IF EXPENSE IS NOT BUDGETED, PLEASE EXPLAIN HOW THEY ARE TO BE COVERED. N/A