



TO: Board of Contracts and Awards
FROM: Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer *1/20/19*
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 and extend the contract for On-Call Engineering Services -
Architectural & Engineering Roster, Contract No. 4600010932 – March 5, 2019
DATE: February 15, 2019

RECOMMENDATION SUMMARY:

The Public Works Department requests approval to increase and extend Contract No. 4600010932 with DKS Associates (DKS), Seattle, WA, by \$175,000, for a total contract amount of \$350,000, plus any applicable taxes, for a fourth and final extension to December 31, 2020, to continue to provide technical services and assist in the timely completion of projects.

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.

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 additional consultants for a fourth on-call contract. Because there is a need to continue the services being provided Public Works requests increasing the DKS contract limit and extending the term.

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 selected DKS using the City’s Architectural & Engineering Roster. Eight firms were reviewed and the top three were selected for interviews. On July 13, 2015, the City awarded Contract No. 4600010932 to DKS to provide on-call engineering services for the Public Works Engineering Division.



CONTRACT HISTORY:

- The original contract with DKS was executed on July 13, 2015, for \$100,000, to provide on-call engineering services through December 31, 2016.
- Amendment No. 1 was executed on May 31, 2016, for \$75,000, for a cumulative contract amount of \$175,000. Amendment No. 1 also extended the contract to December 31, 2017.
- Amendment No. 2 was executed on January 1, 2018, and extended the contract through December 31, 2018.
- Amendment No. 3 was executed on January 1, 2019, and extended the contract through December 31, 2019.
- Proposed Amendment No. 4 for \$175,000, for a total contract amount of \$350,000, will provide continued on-call engineering services and extends the contract term through December 31, 2020.

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
1065-TRANS Fund	662320	5310100	\$175,000
TOTAL			\$175,000

REVENUES:

FUNDING SOURCE	COST OBJECT (CC/WBS/ORDER)	COST ELEMENT	TOTAL AMOUNT
1065-TRANS Fund	662320	6311010	\$175,000
TOTAL			\$175,000

FISCAL IMPACT TO CURRENT BIENNIAL BUDGET: \$175,000

ARE THE EXPENDITURES AND REVENUES PLANNED AND BUDGETED? YES

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