

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Pete Neuberger, Staff Engineer
Sue Olson, Staff Engineer

DATE: July 16, 2018

RE: Amend 2018 Stormwater Management Plan Review contract with raSmith by an increase of \$25,000 for a total contact amount not to exceed \$75,000.

The Department of Public Works is requesting an amendment to the contract with raSmith for 2018 Stormwater Management Plan Reviews by an increase of \$25,000 for a total contact amount not to exceed \$75,000. After this contract amendment, \$182,600 will remain in the 2018 stormwater consulting budget.

Due to the number of stormwater management plans submitted in the first half of 2018 and the number of plans expected to be submitted yet this summer, the original contact amount of \$50,000 is anticipated to be expended within the next two months. Projects submitted so far this year include three subdivisions, which take longer to review than a typical commercial site plan.

Work under this contract is charged on an hourly basis and is therefore only used as needed. In order to keep projects moving forward, staff is requesting this amendment now, before the current contract is completely spent.