

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: October 15, 2018

RE: Second Amendment to the 2018 Stormwater Management Plan Review contract with raSmith by an increase of \$35,000 for a total contact amount not to exceed \$110,000.

The Department of Public Works is requesting a second amendment to the contract with raSmith for 2018 Stormwater Management Plan Reviews by an increase of \$35,000 for a total contact amount not to exceed \$110,000. After this contract amendment, \$42,962 will remain in the 2018 stormwater consulting budget.

There has continued to be an extraordinary number of stormwater management plans submitted this year, including three subdivisions which take considerably more effort to review than a commercial site. The first amendment, approved in July, has almost been expended and, as of October 1, 2018, approximately \$6,800 remains in the contract.

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.