



City of Bothell™

BOTHELL CITY COUNCIL
*****VIRTUAL MEETING*****

AGENDA

May 19, 2020

BOTHELL CITY HALL
18415 101st AVE NE
BOTHELL, WA 98011

PUBLIC NOTICE: Pursuant to Governor Inslee’s Stay Home, Stay Healthy Proclamation, and in effort to curtail the spread of the COVID-19 virus, this City Council meeting will be conducted remotely. You may watch a live feed of the meeting online or listen to it over the telephone.

On May 4, the legislature extended Proclamation 20-28 regarding the OPMA which allows for public participation via the following methods:

- [Watch the meeting LIVE](#) online
- Watch the meeting live on BCTV Cable Access Channels 21/26 (must have Frontier/Comcast Cable)
- Listen to the meeting live by phone: +1-510-338-9438 USA Toll / Access code: 622 026 309
- Submit your Written Comments before 3:00 PM (day of meeting) to: Cityclerk@bothellwa.gov

Council meetings are also recorded and available the next day on the [City of Bothell YouTube Channel](#).

MEMBERS OF THE CITY COUNCIL

Mayor Liam Olsen

Deputy Mayor Jeanne Zornes

Councilmember Davina Duerr

Councilmember James McNeal

Councilmember Tom Agnew

Councilmember Rosemary McAuliffe

Councilmember Mason Thompson

REGULAR SESSION

Call to Order, Roll Call and Pledge of Allegiance

1. Meeting Agenda Approval

During this item, the City Council may identify agenda items to be continued, withdrawn, or added.

2. Presentations, Reports, & Briefings

A. Public Engagement Opportunities

- None at this time.

- Pgs. 5-6 B. Proclamations
 - Standing Stronger Together Proclamation
- C. Special Presentations
 - None at this time.
- D. Staff Briefings
 - None at this time.
- E. City Manager Reports
 - Update of City's COVID-19 Response
- F. Council Committee Reports

3. Visitor Comment

The Governor's Stay Home Stay Healthy Proclamation under #20-05 is still in place; and on May 4, Proclamation #20-28 regarding open public meetings was extended until May 31st. Therefore, tonight's Visitor Comment portion of the meeting will be in writing only. Written comments submitted in writing by 3:00 PM on May 5 will be forwarded to all City Councilmembers and will be made part of the record.

4. Consent Agenda

- Pgs. 7-8 A. AB #20-056 - Approval of April 2020 Vouchers
Recommended Action: Approve vouchers for April 2020 totaling \$3,718,165.98\$3,71
- Pgs. 9-16 B. AB #20-057 – Approval of Contract Supplement No. 3 for Pavement Preservation On-Call Services with Perteet
Recommended Action: Approve Contract Supplement No. 3 with Perteet for Pavement Preservation On-Call Services the in the amount of \$25,000.

5. Public Hearings

- None at this time.

6. Ordinances & Resolutions

- None at this time.

7. Contracts and Agreements

- None at this time.

8. Other Items

- None at this time.

9. Study Session/Update/Discussion Items

- None at this time.

10. Executive Session/Closed Session

- None at this time

11. Adjourn

CERTIFICATE

I hereby certify that the above agenda was posted on May 14, 2020 by 6:00 PM on the official website and bulletin board at Bothell City Hall, 18415 101st Avenue NE, Bothell, WA, 98011, in accordance with RCW 42.30.077, at least 24 hours in advance of the published start time of the meeting.



Laura Hathaway, City Clerk

SPECIAL ACCOMODATIONS: The City of Bothell strives to provide accessible meetings for people with disabilities. If special accommodations are required, please contact the ADA Coordinator at (425) 806-6151 at least one day prior to the meeting.

Copies of agenda bills and attachments listed in this agenda may be obtained from the City Clerk's Office the Friday before the meeting.

Bothell City Council meetings are aired live on Bothell Community Television (BCTV) Channel 21/26 (Comcast/Frontier) (available to Comcast and Frontier Cable customers within Bothell City limits). Meetings are generally replayed according to the following schedule (subject to change): Wednesday following the meeting at 10 a.m.; Friday, Saturday and Sunday following the meeting at 10 a.m. and 7 p.m. City Council and Planning Commission meetings and the BCTV schedule are viewable online at www.bothellwa.gov

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PROCLAMATION

Standing Stronger Together

Whereas, the City of Bothell recognizes that as a community we are all looking for ways to respond to the COVID-19 pandemic to slow the spread of the virus and to minimize loss of life and other impacts;

Whereas, there has been a regional, national and worldwide trend of increased discrimination, particularly against Asian-American communities, since the COVID-19 virus was discovered; and

Whereas, viruses do not recognize race, nationality, or ethnicity and have the ability to infect people from all backgrounds; and

Whereas, hate and bias are not acceptable in our community – the City Council recognizes our diversity as a key strength for the City and our character; and

Whereas, each of us has a personal responsibility to prevent the spread of misinformation, support all fellow community members and reject stigma, hate and bias in all forms; and

Now, therefore, I, Liam Olsen, Mayor of the City of Bothell, and on behalf of its City Council, do hereby proclaim our renewed and ongoing support of embracing diversity and ensuring a welcoming environment for everyone in our community. As a community responding to the challenges brought by COVID-19, we are stronger together.

Liam Olsen, Mayor
City of Bothell

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City of Bothell™

TO: Mayor Olsen and Members of the Bothell City Council

FROM: Chris Bothwell, Finance Director
Maureen Schols, Deputy Finance Director (Presenter)

DATE: May 19, 2020

SUBJECT: Approval of April 2020 Vouchers

POLICY CONSIDERATION: This item asks the City Council to consider approval of vouchers for the period of April 1 – 30, 2020 totaling \$3,718,165.98 that were approved and paid for by the City Auditor.

- ✓ Check transactions #212808-213089
- ✓ Wire transactions #469, 470, 471 & 694

HISTORY:	DATE	ACTION
	JUNE 5, 2000	Ordinance 1810 appointed Finance Director/City Treasurer as City Auditor

In accordance with state statues, vouchers approved by the City Auditor are required to be ratified by the City Council and notated in the minutes.

DISCUSSION: None.

FISCAL IMPACTS: Expenditure funding included in the Adopted 2019-2020 Budget.

ATTACHMENTS: Att-1. April 2020 Voucher Listing.
(For Council distribution only. Voucher listings are available for review in the Finance Department.)

RECOMMENDED ACTION: Approve vouchers for April 2020 totaling \$3,718,165.98 .

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City of Bothell™

TO: Mayor Olsen and Members of the Bothell City Council

FROM: Erin Leonhart, Public Works Director
Jack Bartman, Senior Capital Project Engineer, Public Works

DATE: May 19, 2020

SUBJECT: Approval of Contract Supplement No. 3 for Pavement Preservation On-Call Services with Perteet.

POLICY CONSIDERATION: The City Council previously provided policy direction on this matter. If this item is approved, staff is implementing the direction given by the City Council.

HISTORY:

DATE	ACTION
FEBRUARY 21, 2017	City Council approved Perteet On-Call Contract for \$450,000.
OCTOBER 2, 2018	City Council approved Perteet On-Call Contract Supplement 1 for \$150,000.
NOVEMBER 27, 2018	City Council adopted the 2020 Pavement Preservation Program as part of the Adopted 2019-2020 Capital Budget.
SEPTEMBER 27, 2019	City Manager approved Perteet On-Call Contract Supplement 2 (Time extension only).

DISCUSSION: The Capital Division of Public Works incorporates the use of several on-call consultant contracts to provide specific engineering expertise as well as provide additional resources when there is insufficient City staff to meet project workload and schedule requirements. Much of the workload and schedule requirements are driven by transportation grant funding requirements. This particular on-call contract provides expertise and resources for the City’s pavement preservation program. It has supported the overlay, patching, and sealing projects since spring 2017.

The proposed contract supplement would make required updates to the construction contract bid documents and also provide sufficient resources for construction assistance for the Juanita-Woodinville/NE 160th ST overlay project.

Funds for this work will come from the Safe Streets and Sidewalks Levy. This work was budgeted for in the 2020 Pavement Preservation Program as part of the

2019-2020 Capital Budget. This expenditure will help the City leverage local funds to match federal funding to repave Juanita-Woodinville/NE 160th ST. This type of contract supplement is routine in nature, as pavement preservation is an ongoing area of focus for the City and is critical to the sustainability of City infrastructure. Additionally, it is necessary to address this item so the consultant can complete work to secure federal funds by July 2020.

City staff has secured federal grant funding of approximately \$750,000 for use in 2021 for the Juanita-Woodinville portion of the project. If the City can show it is ready to obligate construction funds for the NE 160th Street portion of work by July of this year, it may be eligible to receive another \$364,500 in federal grant funds. The total project construction cost is estimated to be \$2,228,000.

The design of this project was completed in fall of 2019 in order to best leverage the City to obtain the additional funding. It was unknown at that time when the decision for further funding would be made. The Washington State Department of Transportation (WSDOT) has since updated their construction specifications and things like the Prevailing Wage Rate tables need to be current. Further, WSDOT provided a few, minor comments to the construction bid package that have to be changed prior to advertising the project for construction. This contract supplement would make these final adjustments. Finally, the contract supplement will provide the ability for the City Project Manager to obtain engineering support from the consultant during construction in response to questions, changed field conditions, or any issue that may arise. If the City obtains the additional \$364,500, staff will likely bid the project in later summer 2020, award in the fall, and construct in spring 2021.

FISCAL IMPACTS: Construction of this project will leverage local Safe Street Levy funding to secure between \$750,000 and \$1,114,500 in federal grant funding.

The Adopted 2019-2020 Budget includes the 2019-2020 Pavement Preservation Program within which there are sufficient funds for this contract supplement.

ATTACHMENTS: Att-1. Contract 17-057, Supplement 3

RECOMMENDED ACTION: Approve Contract Supplement No. 3 with Pertteet for Pavement Preservation On-Call Services the in the amount of \$25,000.

**CITY OF BOTHELL
SUPPLEMENTAL AGREEMENT NO. 3 TO
PROFESSIONAL SERVICES AGREEMENT
BETWEEN CITY OF BOTHELL
AND
PERTEET INC.**

CONTRACT NO. 17-057

1. Parties

This Supplemental Agreement No. 3 for Professional Services (“Supplemental Agreement”) is entered into as of the Effective Date specified below, and supplements that certain Professional Services Agreement, Contract No. 17-057, dated February 2nd, 2017, and the exhibits thereto (“Original Agreement”), between the City of Bothell, a Washington municipal corporation having its principal place of business at 18415 101st Avenue N.E., Bothell, Washington 98011 (“City”), and Preteet Inc., a corporation organized under the laws of the State of Washington, located and doing business at 2707 Colby Ave, STE 900, Everett, WA 98201 (“Consultant”).

2. Recitals

Recitals

2.1 Consultant has provided professional services to City under the Original Agreement related to the Pavement Preservation On-Call Services project.

2.2 City desires to modify, delete, and/or add services and/or desires to change the contract amount set forth in the Original Agreement and any prior supplemental agreements.

2.3 Consultant agrees to perform the services specified herein in accordance with the terms and conditions of this Supplemental Agreement.

NOW, THEREFORE, in consideration of the mutual benefits and promises set forth herein, it is agreed by and between the parties as follows:

3. Modifications, Deletions or Additions to Original Terms and Conditions.

3.1 Supplemental Services. Consultant shall continue to perform the services described in the original Scope of Services/Scope of Work, which was attached as Exhibit A to the Original Agreement. There is no change in Services/Scope of Work from the original.

3.2 Payment. City shall pay Consultant for Supplemental Services rendered based upon the Supplemental Schedule of Charges, which is attached and incorporated by this

EXHIBIT B

Supplemental Schedule of Charges

[See Attached]

EXHIBIT B*Perteet, Inc. Billing Rates for
City of Bothell Pavement Rehabilitation Projects***DIRECT SALARY COST:**

Personnel	Title	Estimated Hours	Raw Rate
			\$
Hansen, Dan	Principal	0	93.00
Thomsen, Jesse	Principal	0	93.00
De Boldt, Peter	Principal	0	93.00
Kutsal, Rahmi	Principal	0	93.00
Parenteau, Regina	Principal	0	84.13
Caferro, Brian	Sr. Associate	0	68.75
White, John	Sr. Associate	0	74.52
Walker, Jason	Sr. Associate	0	71.00
Holmes, Kirk	Sr. Associate	0	75.50
Ahrensfield, Kurt	Sr. Associate	0	74.50
Hendrix, Michael	Sr. Associate	0	67.00
Battuello, Peter	Sr. Associate	0	79.33
Mitchell, William	Sr. Associate	0	68.75
Ross, Brianne	Sr. Engineer/Manager	0	63.00
Saugen, Jennifer	Sr. Engineer/Manager	0	63.00
Buchanan, Patricia	Sr. Engineer/Manager	0	67.00
Reed, Paul	Sr. Engineer/Manager	0	62.50
Cameron, Rory	Sr. Engineer/Manager	0	63.00
Kuhuski, Aaron	Lead Engineer/Manager	0	44.00
Powell, Brent	Lead Engineer/Manager	0	47.00
DeKoekkoek	Lead Engineer/Manager	0	52.00
Didier, Jerome	Lead Engineer/Manager	0	52.00
Donato, Janessa	Lead Engineer/Manager	0	49.00
Thompson, Katherine	Lead Engineer/Manager	0	66.00
Witthuhn, Karissa	Lead Engineer/Manager	0	52.00
McElmurry, Lauren	Lead Engineer/Manager	0	47.00
Magee, Max	Lead Engineer/Manager	0	47.00
Pellett, Nichole	Lead Engineer/Manager	0	45.00
Craven, Russell	Lead Engineer/Manager	0	47.00
Wen, Vincent	Lead Engineer/Manager	0	47.00
Wiseman, Kurt	Engineer III	0	39.00
Keith, Steven	Engineer III	0	39.66
Schultz, Andrea	Engineer II	0	36.25
Williams, Christian	Engineer II	0	37.00
Wuestney, Cody	Engineer II	0	36.00
Routledge, Erin	Engineer II	0	35.00
De Simone, Giancarlo	Engineer II	0	37.00
Backman, Jillian	Engineer II	0	35.00
Lee, James	Engineer II	0	35.00
McGee, Kern	Engineer II	0	36.50

Cheong, Thomas	Engineer II	0	35.00
Steckel, Thomas	Engineer II	0	35.00
Oare, Christina	Engineer I	0	30.50
Harris, David	Engineer I	0	29.00
Borges, Enrique	Engineer I	0	31.50
Lewis, Reed	Engineer I	0	30.50
O' Sullivan, Rebecca	Engineer I	0	30.50
Cales, Donal	Lead Tech/Designer	0	46.00
Red, Jerri	Lead Tech/Designer	0	40.00
Cronenwett, Kevin	Lead Tech/Designer	0	49.00
Houghtaling, Natalie	Lead Tech/Designer	0	37.00
Dominguez, Rodolfo	Technician III	0	33.50
Zimmerman, Allison	Construction Tech III	0	36.00
Howe, Jordan	Construction Tech III	0	42.50
Edwards, Stefanie	Construction Tech III	0	36.75
Skarin-Floden, Erica	Construction Tech II	0	34.00
Wollman, Christina	Lead Planner	0	40.50
Peterson, Emily	Lead Planner	0	36.50
Shriner, Allison	Planner II	0	28.85
Yim, Andy	Planner II	0	41.00
Kidder, William	Lead Ecologist	0	47.00
Cheatham, Joshua	Construction Supervisor	0	80.50
Nielsen, Marc	Construction Eng III	0	47.00
Reed, Matthew	Construction Eng III	0	38.00
Dawit, Zelalem	Construction Eng III	0	34.62
Buselli, Matthew	Construction Eng I	0	30.50
Parilla, Benj.	Construction Eng I	0	30.50
Lamon, Evan	Senior Construction Observer	0	52.00
Busby, Mariamne	Construction Oberver III	0	32.00
Moan, Denice	Controller	0	52.00
Kramer, Janice	Contract Administrator	0	60.50
Swanson, Abi	Accountant	0	41.00
Delisle, Kellie	Accountant	0	32.75
Boyer, Miranda	Clerical	0	28.75
Greenberg, Takisha	Clerical	0	23.50
O'Hara, Michelle	Clerical	0	25.00
Molleson, Katherine	Marketing Proposal Coordinator	0	29.50
Castro, Lori	Marketing Proposal Coordinator	0	52.00
Chambers, Tracy	Marketing Proposal Coordinator	0	35.75
Griffenberg, Joshua	Network Specialist	0	31.25
Johnson, jack	Cultural Resource Specialist II	0	34.00
Shea, Johonna	Cultural Resource Specialist II	0	35.75

Overhead Rate e.g. 1.2234	1.8923
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Fee (Overhead Plus Direct Salary Times Fee)	0.10
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