

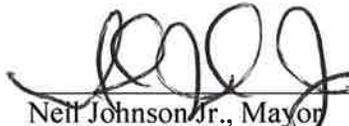
**RESOLUTION NO. 2540**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BONNEY LAKE, PIERCE COUNTY, WASHINGTON, AUTHORIZING A CONTRACT AMENDMENT FOR PARAMETRIX, INC. FOR THE PREPARATION OF THE BONNEY LAKE COORDINATED WATERSHED PROTECTION AND LAND USE PLAN PROJECT.**

**WHEREAS**, the City of Bonney Lake desires to amend the Professional Services Agreement with Parametrix Inc. for additional unforeseen work that was not included in the original scope of work for the watershed protection and land use plan project.

**NOW THEREFORE, BE IT RESOLVED**, that the City Council of the City of Bonney Lake, Washington, does hereby authorize the Mayor to sign the attached Amendment #1 to the Professional Services Agreement with Parametrix, Inc. dated January 12, 2016 in the amount of \$23,565.40.

**PASSED** by the City Council this 14<sup>th</sup> day of June 2016.

  
Neil Johnson Jr., Mayor

AUTHENTICATED:

  
Harwood T. Edvalson, MMC, City Clerk

APPROVED AS TO FORM:

  
Kathleen Haggard, City Attorney

AMENDMENT NO. 1  
to  
PROFESSIONAL SERVICES AGREEMENT  
for  
Coordinated Watershed Protection and Land Use Plan

THIS AMENDMENT ("Amendment"), made and entered into this 14<sup>th</sup> day of June, 2016, by and between the City of Bonney Lake ("City") and Parametrix, Inc. ("Consultant"), amends an earlier Agreement ("Agreement") dated January 12, 2016.

WHEREAS the City desires to amend the original Agreement;

NOW THEREFORE, it is mutually agreed that the terms, stipulations, and conditions of the original Agreement shall be binding upon the parties hereto except insofar as supplemented by this Amendment as follows:

**Section 1. Scope of Work**, is amended to include the additional tasks summarized in Exhibit A, Scope of Work, attached here to.

**Section 3. Payment**, is amended to compensate the Consultant for the additional work as summarized in Exhibit B, Budget Estimate, attached here to.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the date and year written above.

CITY OF BONNEY LAKE

CONSULTANT

By:   
Neil Johnson Jr.  
Mayor

By:   
Brian E. Bunker, P.E.  
Senior Consultant

**Attachments:**

- Exhibit A, Scope of Work
- Exhibit B, Budget Estimate

# Exhibit A – SCOPE OF WORK

## City of Bonney Lake Coordinated Watershed Protection and Land Use Plan

### Amendment No. 1

#### INTRODUCTION

Parametrix is currently under contract to develop a coordinated watershed protection and land use plan for the City of Bonney Lake (City). In the course of developing data for use in the watershed protection plan, Parametrix discovered some critical information is missing. The following scope of services will allow Parametrix to assist the City in filling in these gaps.

#### SCHEDULE

Parametrix does not anticipate that this additional work will impact the previously authorized project schedule.

#### PHASE 02 – ADDITIONAL WORK

##### Task 1 – Additional Mapping

##### Goal

Parametrix will obtain additional survey data needed to model Lake Debra Jane and Lake Bonney.

##### Approach

Parametrix's approach to this task is as follows:

- Parametrix will obtain the following field data and provide an AutoCAD base map to the City so that the City's GIS data can also be updated for future use:
  - Upstream and downstream invert elevations for both lake outfalls.
  - Outfall data including pipe length, type of pipe, and details of the culvert entrances.
  - Map nearby road sections to understand the controlling topography in the vicinity of the outfalls.
  - Obtain project photos of the outfalls.

##### Deliverables

The deliverables for this task include:

- AutoCAD base map file including detailed data as described above for each outfall.
- Project photos of each outfall.

## Task 2 – Confirmation of Basin Delineation

### Goal

It was originally thought that the City's GIS data included basin delineations. However, Parametrix learned that this data was missing. Parametrix already completed additional work within the current scope of services to delineate the basins and individual catchments using available topographic mapping (no additional cost to the City for this effort). This task will allow Parametrix to investigate the catchment delineations to confirm the topographic data used for the delineations work is accurate.

### Approach

Parametrix's approach to this task includes:

- Parametrix engineers will investigate and determine if adjustments need to be made to the current delineations.
- Key locations that are difficult to assess solely from the maps will be identified and passed to City staff for input and confirmation.
- One field verification day for spot confirmation will be completed.

### Assumptions

The budget estimate has been prepared with the following assumptions:

- Parametrix has included up to a total of forty (40) hours for this effort, including one field day for two engineers.

### Deliverables

The deliverable for this task includes updated/confirmed basin delineation mapping layers for use in modeling.

## Task 3 – MGS Engineering Consultants

### Goal

Parametrix intends to use the program MGS Flood to model existing conditions and to evaluate impacts from future land use changes. Parametrix's investigation and research into the existing basin conditions has revealed that several of the City's drainage basins are fairly complex and would benefit from specific improvements to the MGS Flood programming to better simulate both existing and future conditions. This task will provide up to \$8,000 for MGS Engineering, who developed the MGS Flood software program to assist Parametrix in tailoring several basin models within the City.

### Approach

MGS Engineering will be available as a resource to Parametrix to review the basin models and assist in creating basin-specific models.

### Assumptions

The budget estimate has been prepared with the following assumption:

- The services provided by MGS Engineering shall not exceed an amount of \$8,000.

**Deliverables**

No direct deliverables are proposed. Results will be documented in previously described deliverables in Task 5 of the original Scope of Work.

**END OF SCOPE OF WORK**

Client: City of Bonney Lake  
 Project: Coordinated Watershed Protection and Land Use Plan  
 Project No: 553-1611-073

**Exhibit B  
 Amendment No. 1  
 Budget Estimate**

	Paul S. Fendt	Julie G. Brandt	Craig A. Buitrago	Christy Pope	Corp Finance Project Accountant	Jared M. Kernitz	Steven N. Sharpe	Scott D. Spees	Robert J. Spliers
	Sr Consultant	Sr Engineer	Engineer IV	Project Controls Specialist	Corp Finance Project Accountant	Sr Surveyor	CADD Tech Lead	Surveyor III	Surveyor II
	\$225.00	\$160.00	\$150.00	\$110.00	\$104.00	\$150.00	\$125.00	\$115.00	\$100.00

Burdened Rates:

Phase	Task	Description	Labor Dollars	Labor Hours								
02		<b>Additional Services</b>	<b>\$15,074.00</b>	<b>114</b>	<b>4</b>	<b>20</b>	<b>20</b>	<b>1</b>	<b>1</b>	<b>4</b>	<b>16</b>	<b>24</b>
	01	Additional Mapping	\$8,874.00	74	4			1	1	4	16	24
	02	Confirm Basin Delineation	\$6,200.00	40		20	20					
	03MGS	MGS Engineering Consultants	(see below)									
	02EXP	Expenses	(see below)									

**SUBCONSULTANTS**

<u>Subconsultant Name</u>	<u>Amount</u>
MGS Engineering Consultants Inc	\$8,000.00
<b>Subconsultant Total:</b>	<b>\$8,000.00</b>

**DIRECT EXPENSES:**

<u>Description</u>	<u>Amount</u>
Mileage	\$86.40
Survey Equipment Public	\$405.00
<b>Expense Total:</b>	<b>\$491.40</b>

**Project Total:** \$23,565.40



## Community Development Department Briefing Memorandum

**Date:** May 25, 2016  
**To:** Don Morrison – City Administrator  
**CC:** John Vodopich – Community Development Director  
John Woodcock – City Engineer  
**From:** Jason Sullivan – Senior Planner  
**Re:** **Watershed Plan – Parametrix Contract Amendment**

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### **PURPOSE:**

The purpose of this memorandum is to request approval to present an amendment to Parametrix's contract for the Watershed Plan to the City Council. The amendment would increase the contract by up to \$23,565.40 to cover additional work for the project not included in the original scope of work. This additional work would be covered by money already in the approved budgets for this project.

### **DISCUSSION:**

The City has been working with Parametrix and BERK to develop a Watershed Plan and a Centers Plan for the City as part of a NEP Grant that the City received last year. The total budget allocation for this project was \$638,000 from the following three funding sources:

- Stormwater Comprehensive Plan: \$315,000
- Planning Services: \$73,000
- NEP Grant: \$250,000

The total amount encumbered by the current contracts is \$596,429 leaving a balance of \$41,571. I confirmed with the Finance Department that these funds are still unencumbered. The remaining balance will cover the \$23,565.40 for the additional work. No budget amendment would be required and the project cost would still be below the approved budget for the project.

Additionally, staff has spoken Parametrix about cost saving measures to include the work within the current authorization amount. However, Parametrix is not comfortable in agreeing to complete this additional work on top of their current scope of services at this time. Parametrix did commit to continuing to review the budget as tasks are completed to see if there are funds remaining from those tasks that might offset the increase. However, since this work is needed to complete earlier task, I am requesting the additional amount now to ensure that there is sufficient spending authority to complete the project.

Therefore, staff is requesting approval to submit an amendment to the Parametrix contract to the City Council to complete the following work:

**1. Additional Survey Work: \$9,311.40**

In Parametrix's assessment of available data for the watershed/basin modeling, it has been determined that Parametrix needs survey quality information for the outlet structures for Lake Debra Jane and Lake Bonney and the nearby roadways.

The Scope of Work assumed that the City would provide an inventory of the current stormwater system with elevations of the outfall structures and catch basins. The City has provided this work to the Parametrix. The inventory, completed in 2013, included the outlet structures in question. However, the City inventory used the City's hand held GPS equipment, which does not produce the same level of accuracy as surveying equipment. The City's inventory data was sufficient for all of the other catch basins and outfalls within the City, except for the outfalls for Lake Debra Jane and Lake Bonney.

These outfalls are the equivalent of hydraulic outlet structures and need surveyor level details to properly model them. The survey estimate is limited to the minimum information that Parametrix needs to complete their work. The lake basins and downstream channels are turning into the more significant and complicated portions of the modeling effort than anticipated.

Parametrix has stated that this effort is a high priority and that they would be unable to complete basin modeling without the elevation data for the outfalls from the lakes

**2. Field Verification of Drainage Basins: \$6,254.00**

The original scope of work assumed that if the City's GIS data did not include basin delineations that Parametrix would provide map-based delineations. The City's GIS data did include stormwater basins delineated within the watershed. The current delineation completed by Parametrix is based solely on available topographic maps and limits the basin analysis. This is the level of work provided for in the Parametrix scope of work. Parametrix

has already completed some additional work within their current budget to delineate the basins, but needs to do some fieldwork to confirm the delineations.

In speaking with Parametrix, given the complexity of the City's watershed (number of closed basins or potholes), failure to complete this additional work may affect the City's ability to have a basin plan that strays from the literal application and expectations of the stormwater manual approved by the Department of Ecology. This would greatly limit the flexibility of the City in moving forward to create stormwater rules specific to the City. If the City wants to have the most latitude in applying AKART-based retrofitting to basins or basin-specific regional facilities, then the City needs the information to be more reflective of the actual conditions.

Therefore, Parametrix has stated that this effort should be a high priority and strongly recommends that we proceed at this time. Spending some additional time now to confirm the delineations will greatly improve the results and is this most efficient and least costly way to gather the data.

### **3. Modeling Support: Retainer between \$5,000-\$8,000**

Finally, Parametrix is recommending that the City provide additional funds that would allow for a sub-agreement with MGS Engineering who developed the stormwater model. Parametrix has found it useful in the past to get some help from the model developer if the system is complex. MGS can help them customize the model for the City's project and/or build in some repeated project elements for a low cost and save effort for evaluating the important decisions. They are recommending a "retainer" in the amount of \$5,000-\$8,000 to be able to contract with MGS for support as needed. Their recommendation to use MGS Engineering is based on their current level of knowledge of the City's drainage basins. Parametrix did not anticipate the complexities (e.g. the number of infiltration facilities and closed systems is highly unusual) that would have resulted in the need for their services when they prepared the initial scope of work.

This work will also help to ensure that as the City moves forward with the basin planning the City would be able support deviations from the from the literal application and expectations of the stormwater manual providing a greater level of flexibility to the City.

If there questions or if you need additional information please let me know. The goal would be to have the contract amendment at the June 7<sup>th</sup> CDC meeting.

City of Bonney Lake  
**City Council Agenda Bill (AB)**

<b>Department / Staff Member:</b> CD/Jason Sullivan	<b>Meeting/Workshop Date:</b> June 14, 2016	<b>Agenda Bill Number:</b> AB16-84
<b>Agenda Item Type:</b> Resolution	<b>Ordinance/Resolution Number:</b> 2540	<b>Councilmember Sponsor:</b> Donn Lewis

**Agenda Subject:** Parametrix Contract Amendment – Watershed Basin Project

**Full Title/Motion:** A Resolution of the City Council of the City Of Bonney Lake, Pierce County, Washington, authorizing a contract amendment for Parametrix, Inc. for the preparation of the Bonney Lake Coordinated Watershed Protection and Land Use Plan Project.

**Administrative Recommendation:** Approve

**Background Summary:** On January 12, 2016, the City Council passed Resolution 2507 authorizing contracts with Parametrix and Berk for the Coordinated Watershed Protection and Land Use Plan Project. Parametrix has identified some additional unforeseen work that needs to be completed as part of the project, which is discussed in depth in the attached memo. The contract amendment would increase Parametrix’s contract by up to \$23,565.40 to cover the additional work. The funds to cover this additional work are within the approved budget for this project.

**Attachments:** Resolution 2540, Parametrix Contract Amendment, and Administration Briefing Memo

<b>BUDGET INFORMATION</b>				
Budget Amount	Current Balance	Required Expenditure	Budget Balance	Fund Source
\$648,000	\$51,571	23,565.40	\$28,005.60	<input checked="" type="checkbox"/> General <input checked="" type="checkbox"/> Utilities <input checked="" type="checkbox"/> Other
<b>Budget Explanation:</b> Stormwater Comprehensive Plan: \$315,000; Planning Services: \$73,000; NEP Grant: \$250,000; and Engineering Services: \$10,000.				

<b>COMMITTEE, BOARD &amp; COMMISSION REVIEW</b>				
<b>Council Committee:</b>	Community Development Committee	<i>Approvals:</i>		Yes    No
		Chair/Councilmember	Donn Lewis	<input checked="" type="checkbox"/> <input type="checkbox"/>
<b>Committee Date:</b>	June 7, 2016	Deputy Mayor	Randy McKibbin	<input checked="" type="checkbox"/> <input type="checkbox"/>
		Councilmember	Dan Swatman	<input checked="" type="checkbox"/> <input type="checkbox"/>
<b>Forwarded to:</b>	City Council	<b>Consent Agenda:</b> <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
<b>Commission/Board Review:</b>				
<b>Hearing Examiner Review:</b>				

<b>COUNCIL ACTION</b>	
Workshop Date(s):	Public Hearing Date(s):
Meeting Date(s):	Tabled to:

<b>APPROVALS</b>		
<b>Director:</b> JPV	<b>Mayor:</b>	<b>Date Reviewed by City Attorney:</b> (if applicable)