

**RESOLUTION NO. 1452**

**A RESOLUTION OF THE CITY OF WILSONVILLE AUTHORIZING THE COMMUNITY DEVELOPMENT DIRECTOR TO MODIFY THE PROFESSIONAL SERVICES AGREEMENT WITH ENTRANCO, INC. TO PROVIDE SERVICES FOR THE TRANSPORTATION MASTER PLAN. (PROJECT NO. 540-49130-5000-436)**

WHEREAS, the Community Development Director has determined that the existing City contract to prepare a Transportation Master Plan is in need of additional design and analysis capability to provide a complete Transportation Master Plan for guiding the transportation system development within the City; and

WHEREAS, the scope of work for the referenced project has changed, requiring approximately \$27,000.00 more design effort than originally anticipated by either staff or the consultant when the Professional Services Agreement with Entranco, Inc. was approved, with originally estimated contract fees of \$120,000.00; and

WHEREAS, the needed scope of work has increased to accommodate an increase in the transportation policy work acquiring traffic data, developing and running three additional model runs, including Beckman Interchange, both as Dammasch as a prison and Dammasch as a village center, and additional effort and significant effort to prepare and hold an open house; and

WHEREAS, after reviewing the fees associated with providing the requested services, the Community Development Director has determined that the additional costs are fair and equitable, having been based upon the rate tables used in the preparation of the previous work carried out under contract; and

WHEREAS, these additional fees are calculated to be \$21,977.00; and

WHEREAS, there may be additional work required to fully assess the traffic impact of the alternative prison site and the Urban Reserve Industrial area; and

WHEREAS, these additional fees will not result in an increase to the adopted 1997-1998 Capital Project budget; and

WHEREAS, the Community Development Director desires to modify the Professional Services Agreement to complete design and analysis services in a timely

manner, avoiding further delays; and

WHEREAS, there are sufficient funds in the Street System Development contingencies to fund this increase.

NOW, THEREFORE, THE CITY OF WILSONVILLE RESOLVES AS FOLLOWS:

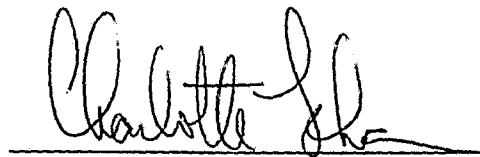
1. The City Council, acting as the local Contract Review Board, does hereby authorize the Community Development Director to modify the Professional Services Agreement between the City of Wilsonville and Entranco, Inc. to provide additional professional services in an amount not to exceed \$21,977.00 for a total professional service cost of \$141,977.00.

2. The Community Development Director is authorized to approve additional change orders to this contract as required in an amount not to exceed \$10,000 to cover the cost associated with analyzing the traffic impacts at the alternative prison site and the Urban Reserve Industrial Area.

3. Authorize an increase in expenditure of funds for this contract with expenditure from:

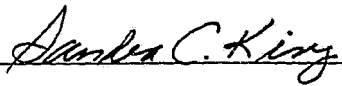
ACCOUNT NO.	AMOUNT
540 49130 5000 436	\$33,000

ADOPTED by the Wilsonville City Council at a regular meeting thereof this 6th day of April, 1998, and filed with the Wilsonville City Recorder this date.



CHARLOTTE LEHAN, Mayor

ATTEST:

  
\_\_\_\_\_  
SANDRA C. KING, CMC, City Recorder

SUMMARY OF VOTES:

Mayor Lehan	Yes
Councilor Helser	Yes
Councilor Barton	Yes
Councilor Kirk	Yes
Councilor Luper	Yes



March 13, 1998

Mr. Robert Hoffman, AICP  
City of Wilsonville  
8445 SW Elligsen Road  
Wilsonville, Oregon 97070

**Contract Amendment Request  
Wilsonville Transportation Master Plan  
Entranco Project No. 96047-60**

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TOLL FREE  
800 454 5601  
  
FAX  
425 454 0220  
  
INTERNET  
www.entranco.com

Dear Mr. Hoffman:

We are hereby requesting an amendment to our Agreement dated September 10, 1996 for the referenced project under the provisions of Exhibit A, Scope Item XVIII, Extra Work. Entranco, Pacific Rim Resources, and Rao Associates have all performed extra work for the Wilsonville Transportation Master Plan that was not included in the original scope of work for this project.

A list of extra work items are provided in Exhibit A, attached to this letter. The list of extra work has been sorted by consultant, with an associated labor and/or expense fee for each scoped item. It is also important to note that all of these extra work items have already been completed at the direction of the City.

As a result of performing the extra work items, we have now exceeded our original budget for the project, and require authorization for additional funds in order to complete the project. Please sign below to accept the extra work items and fax this page back to us. We will then forward the request to the Oregon Department of Transportation so that an amendment can be prepared.

We currently are planning to complete the Transportation Master Plan within the next three months. As always, if you have any questions regarding this contract amendment request, please do not hesitate to call me. Thank you for your time and consideration.

Sincerely,  
ENTRANCO, INC.  
*Ken Oswell*

Kenneth O. Oswell, P.E.  
Project Manager

TKL:zrg  
96047:cont:98:wilsupp

Attachment  
APPROVED:  
WILSONVILLE, OREGON

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Title)

**Exhibit A**

**Scope of Work**  
**Wilsonville Transportation Master Plan**  
**Entranco Project No. 96047-60**

**Summary**

A summary of costs for the Extra Work included in this request are as follows:

Entranco	\$11,300
Pacific Rim	3,777
Rao Associates	<u>6,900</u>
Total	\$21,977

A description of the Extra Work for each firm is given in the following sections.

**Entranco Scope of Work**

- 1.1 The original scope of work does not require the formation of goals and policies for the Transportation Master Plan (TMP), however considerable time was spent at the beginning of the project developing goals and policies for the TMP for each transportation mode, transportation demand management, and funding. (\$2,000)
- 1.2 It was expected that the City of Wilsonville would provide traffic volume data (turning movement counts) at many of the intersections within the City and urban growth boundary. Unfortunately, none of the counts were obtained from the City, and Entranco had to buy traffic counts from Traffic Smithy count consultants. (\$800)
- 1.3 Considerable time was spent with the City, its consultant (DKS), the counties, and ODOT in developing the 2016 no-action transportation forecast model. It was expected that the City would review and comment on the no-action model, and Entranco would make necessary revisions to the no-action model one time. However, the no-action model was rerun and recalibrated three times in an effort to try to match other consultant forecasts and study data. (\$3,900)
- 1.4 The original scope of work requires the analysis of a future year no-action alternative, and three future-year action alternatives. We have, to date, conducted an analysis of one no-action alternative, and five action alternatives, requiring the modeling and analysis of two additional alternatives at a cost of \$2,000 each. The five action alternatives include the High Capacity Alternative, Land Use Alternative, High Capacity without Boeckman Interchange Alternative, Preferred Alternative, and Prison Alternative. (\$4,000)
- 1.5 Due to the extended project length, additional administration time and budget have also been required. (\$600)

The subtotal for the extra work items listed above for Entranco is \$11,300.

**Pacific Rim Resources Scope of Work:**

- 2.1 During the development and evaluation of the transportation model alternatives, PRR was requested to provide land use data to Rao Associates for the model development. Land use data was not in a readily useable format, requiring PRR to do substantial data manipulation and verification before the data could be used for modeling. (\$1,545)
- 2.2 As a result of task item 1.4 above, PRR was required to provide land use data for two additional alternatives not originally planned in the scope of work. (\$800)
- 2.3 An open house public meeting was held on June 12, 1997. PRR used more than the allotted budget for this open house event for mailing and advertising. In addition, three committee meetings were required to finalize the open house approach, which was more time than was originally budgeted. (\$1,162)
- 2.4 Due to the extended project length, additional administration time and budget have also been required. (\$270)

The subtotal for the extra work items listed above for Pacific Rim Resources is \$3,777.

**Rao Associates Scope of Work:**

- 3.1 As a result of task item 1.3 described above, Rao Associates had to rerun and recalibrate the no-action model three times, in an effort to try to match other consultant forecasts and study data, which required more time and budget than was originally assumed. This time also includes one additional meeting with the City staff and their consultant to discuss the model differences. (\$2,900)
- 3.2 As a result of task item 1.4 described above, two additional action alternatives were modeled. (\$4,000)

The subtotal for the extra work items listed above for Rao Associates is \$6,900.