



# Committee of the Whole

Ryan Hembree

Council Initiated:

Yes

No

**ECAF:** 2025-0714

**Motion:** 25-132

**Type:**

Contract

Board Appt.

Code Amendment

Budget Action

Other

**Requested Handling:**

Normal

Expedite

Urgent

**Fund Source:**

General Fund

Other

N/A

**Executive Rec:**

Approve

Do Not Approve

N/A

**Approved as to**

**Form:**

Yes

No

N/A

**Subject:** 2023-2025 On-Call Consultant Services contract with David Evans and Associates.

**Scope:** David Evans and Associates will perform agreed upon work tasks for a negotiated fee not to exceed \$149,727.

**Duration:** 12-31-2025

**Fiscal Impact:**  Current Year  Multi-Year  N/A

Expenditures	Current Year	2026	2027	Total
193-5055134101	\$149,727	\$0	\$0	\$149,727
<b>Total</b>	<b>\$149,727</b>	<b>\$0</b>	<b>\$0</b>	<b>\$149,727</b>

Revenue	2025	2026	2027	Total
	\$0	\$0	\$0	\$0
<b>Total</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

No additional revenue. However, expense is offset by cost savings from vacant engineering positions.

**Authority Granted:**

Authorizing the County Executive to sign a Consultant Services Agreement with David Evans and Associates for land use and plan review for Planning & Development Services.

**Background:**

Snohomish County Planning & Development Services (PDS) has identified a need for consultant services on an on-call, as-needed basis to assist with the review of drainage and traffic-related plans and reports submitted by applicants for land development permits. These reviews are critical to ensure compliance with Snohomish County Code, the Snohomish County Drainage Manual, and the Engineering Design and Development Standards before land development permits can be issued.

Motion 22-503 established the 2023-2025 On-Call Consultant Services list from RFQ 22-006SB. To support the current PDS work needs, the department has selected David Evans and Associates from this On-Call Consultant Services List, specifically under the Land Use and Plan Review discipline. The scope of work for this agreement includes the review of drainage and traffic plans to verify compliance with relevant county regulations.

This agreement will help meet PDS's goals for timely review of land development permit applications, ensuring efficiency and regulatory compliance. The need arises from the volume of applications and staffing shortages. PDS had been unable to hire qualified engineers to replace staff who have retired or transferred to Public Works.

**Request:** For Council to consider Motion 25-132.