

MEMO

September 9, 2023

TO: Snohomish County Council and Executive
FROM: Carol Ohlfs, Principal Park Planner, Snohomish County Parks and Recreation
SUBJECT: Kayak Point Park day use area improvements - consultant contract amendment
No. 9 additional information

The ECAF and Motion for the latest amendment (No. 9) for the Kayak Point Park day use area design team adds additional time and funding to the contract. To ensure that the contract amendments are aligned with the original competitive bid process (RFQ-04-16SB), this memo summarizes the amendments' scope and relationship to the originally awarded contract for this project.

At the time of the original contract negotiation, the cost and level of effort required for full design, permitting, bidding documents, and construction administration services was not completely known due to the design process and permitting requirements that were forthcoming. It was determined that the best way to steward the county's funds for this project was to modify the contract through amendments. Each amendment would accurately contract the scope of services that would be needed to move the project forward toward construction. With each step in the design process, the county negotiated the scope of work, amount, and timing that was currently confirmed.

This amendment (No. 9) will cover construction administration services for the final phase of construction for this project. It is anticipated that the project will be constructed within the next year and then 5-year monitoring will begin per the approved conditions of the Critical Area Report Wetland Buffer Mitigation.

The original RFQ (RFQ-04-16SB) included a thorough scope of work, which has been incorporated into the amendments to the contract as shown in the table below. The RFQ described the scope of work as *"Specific deliverables that have been preliminarily identified (to be refined through additional scoping)."* The original contract includes allowances for contract amendments (Section 2. Term of Agreement; Time of Performance "the term of this agreement may be extended or renewed...") and page 15 states, "In future work, it is anticipated the consultant will develop permit applications, engineer's estimate and bid/construction documents and construction support for construction of planned improvements within the day-use area."

I hope this helps provide clarity on why this amendment is needed for this project at this time. Please let me know if you have any questions.

Carol Ohlfs, PLA | *Principal Park Planner*

[Snohomish County Conservation and Natural Resources](#) | [Parks & Recreation](#)

O: 425-388-6609 | C: 425-530-5243 | carol.ohlfs@snoco.org

CONTRACT SUMMARY INFORMATION

<i>Contract Info</i>	<i>Amount</i>	<i>Period</i>	<i>Scope as referenced in the competitively awarded RFQ solicitation</i>
<i>ORIGINAL</i> <i>Bid No. 04-16SB</i>	\$554,999	Start: 10/19/2016 End: 12/31/2017	Day-use Area Site Analysis <ul style="list-style-type: none"> • Stormwater options • Boat launch function and options • Slope stability • Permit scoping meeting • Sustainability review (options for alternative energy, innovative techniques, etc.) • Options for delivery of public water to the park • Wetland review and delineation (if appropriate) • Project area survey
<i>AMENDMENT 1</i>	\$16,835	End: 5/31/2018	Funding Opportunity Analysis <ul style="list-style-type: none"> • Identification of potential funding sources and timeline for submittals
<i>AMENDMENT 2</i>	\$24,717	End: 10/31/2018	Day-use Area Site Analysis
<i>AMENDMENT 3</i>	\$1,721,577	End: 12/31/2025	Day-use Design & Engineering <ul style="list-style-type: none"> • Refinement of Concept 1 into Site Plan • Preliminary project cost estimate • Project design (30%, 60%, 90% and 100% drawings) Day-use Permitting Support <ul style="list-style-type: none"> • All required permit submittals
<i>AMENDMENT 4</i>	\$43,158		Day-use Design & Engineering
<i>AMENDMENT 5</i>	\$144,674		Day-use Design & Engineering Day-use Permitting Support
<i>AMENDMENT 6</i>	\$12,618		Day-use Design & Engineering Day-use Permitting Support
<i>AMENDMENT 7</i>	\$739,689		Phase 1: Day-use Bid Document Preparation <ul style="list-style-type: none"> • Construction drawings and specifications • Engineer's estimate Phase 1: Day-use Construction Support
<i>AMENDMENT 8</i>	\$19,399		Day-use Design & Engineering Day-use Permitting Support
<i>AMENDMENT 9</i>	\$616,967	End: 12/31/2030	Phase 2: Day-use Bid Document Preparation <ul style="list-style-type: none"> • Construction drawings and specifications • Engineer's estimate Phase 2: Day-use Construction Support Day-use Permitting Support