



# Snohomish County Council

## Legislation Text

File #: 2022-1213, Version: 1

### Executive/Council Action Form (ECAF)

**ITEM TITLE:**

Motion 22-503, authorizing the County Executive to sign the 2023-2025 On-Call Consultant Services Master Agreements for the Planning and Development Services Discipline

**DEPARTMENT:** Planning & Development Services

**ORIGINATOR:** Lori Ericsson (White)

**EXECUTIVE RECOMMENDATION:** Ken Klein 11/18/22

**PURPOSE:** The 2023-2025 Planning and Development Services On-Call Consultant Services Program will allow the Planning and Development Services Department (PDS) to utilize consultants on an on-call as-needed basis on time critical projects, and for projects where required staffing and/or expertise is not available.

**BACKGROUND:** Historically, PDS has used consultants through the On-Call program to perform work where the required expertise or County staff is not available. This work is always performed under the direction of a Project Manager employed by the County. Since project volume and the required expertise for certain elements of the approved projects are not available through County staff, PDS has determined a need for the continued use of on-call consultants. The above referenced consultants were the highest ranking of the six (6) consultants responding to RFQ-22-006SB, for On-Call Consultant Services, and were selected through established Federal, State and County policies and practices. Five (5) Planning and Development Services Agreements have been negotiated under a Professional Services Master Agreement. The scope and cost of each project will be negotiated under task assignments that will be authorized by the Department Director or designee PDS intends to perform work in-house, to the extent possible. The Master Agreements clearly state that the County does not guarantee that any services shall be requested, nor does it guarantee any specific dollar amount of work during the term of the Agreement. Total payments for services under the Planning and Development Services Master Agreements shall not exceed the umbrella amount of \$2,200,000.00

**FISCAL IMPLICATIONS:**

EXPEND: FUND, AGY, ORG, ACTY, OBJ, AU	CURRENT YR	2ND YR	1ST 6 YRS
Various Sources	\$0	\$725,000.00	\$2,200,000.00
<b>TOTAL</b>	\$0	\$725,000.00	\$2,200,000.00

REVENUE: FUND, AGY, ORG, REV, SOURCE	CURRENT YR	2ND YR	1ST 6 YRS
General Fund	\$0	\$725,000.00	\$2,200,000.00
<b>TOTAL</b>	\$0	\$725,000.00	\$2,200,000.00

**DEPARTMENT FISCAL IMPACT NOTES:** Funds for On-Call Consultant Services have been appropriated in the 2023 Budget. Revenues come from a variety of sources. Funds for subsequent years will be requested in the specific year's budget and will only be used if appropriated by Council.

**CONTRACT INFORMATION:**

ORIGINAL	CONTRACT#	See Exhibit A	AMOUNT	\$2,200,000.00
AMENDMENT	CONTRACT#		AMOUNT	

**Contract Period**

ORIGINAL	START	01/01/2023	END	12/31/2026
AMENDMENT	START		END	

**OTHER DEPARTMENTAL REVIEW/COMMENTS:** Reviewed/Approved by Risk Management (Sheila Barker 11/21/22) and Finance (Nathan Kennedy 11/18/22)