

**TUMWATER PUBLIC WORKS COMMITTEE  
MINUTES OF VIRTUAL MEETING  
NOVEMBER 21, 2024 Page 1**

**CONVENE:** 8:00 a.m.

**PRESENT:** Chair Eileen Swarthout and Councilmembers Michael Althausen and Angela Jefferson.

Staff: City Administrator Lisa Parks, Assistant City Attorney David Abbott, Finance Director Troy Niemeyer, Transportation & Engineering Director Brandon Hicks, Water Resources and Sustainability Director Dan Smith, Engineering Services Manager Bill Lindauer, Transportation Engineer I Bernie, Community Engagement Specialist Marnie McGrath, and Administrative Assistant and Kelly Quiroz.

**APPROVAL OF  
MINUTES: PUBLIC  
WORKS  
COMMITTEE -  
NOVEMBER 7, 2024:**

**MOTION:** **Councilmember Althausen moved, seconded by Chair Swarthout, to approve the minutes of November 7, 2024 as published. A voice vote approved the motion.**

**SERVICE PROVIDER** Manager Lindauer briefed members on all five proposed actions.

**AGREEMENT WITH  
PACIFIC TESTING &  
INSPECTION FOR  
ON-CALL  
MATERIAL  
TESTING  
AMENDMENT NO. 3:**

The proposed amendment with Pacific Testing & Inspection for on-call material testing amends an existing contract. Staff has worked with the company for many years on different construction projects. The company provides material testing for transportation construction projects, such as asphalt, concrete, and other in-field testing. The proposed amendment adjusts the not-to-exceed amount and extends the agreement for another year to enable the company to provide material testing for current construction projects. Another on-call material testing contract is also in effect for another company to meet City needs. Both firms are used for roadway projects and other capital projects.

*Councilmember Jefferson joined the meeting.*

Manager Lindauer responded to questions about the status of on-call project contracts if work is not anticipated or performed. He explained that the contracts include a specific amount. Services provided by the firms are paid from the contract. However, if the City does not have any projects requiring service by the firms, the City is not committed to any payment unless the firms perform the work. The contracts afford the ability for the City to support projects without undertaking another contractual process.

Chair Swarthout reviewed the requested action.

**TUMWATER PUBLIC WORKS COMMITTEE  
MINUTES OF VIRTUAL MEETING  
NOVEMBER 21, 2024 Page 2**

**MOTION:** **Councilmember Althauser moved, seconded by Councilmember Jefferson, to place the Third Amendment to the Service Provider Agreement for On-Call Material Testing on the City Council consent calendar on December 3, 2024, with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.**

**SERVICE PROVIDER AGREEMENT WITH MATERIALS TESTING & CONSULTING FOR ON-CALL MATERIAL TESTING AMENDMENT NO. 3:** The proposed amendment is to an existing on-call contract for material testing and consulting. The company provides on-call work for different City projects. The proposed amendment extends the agreement until December 31, 2025 to ensure availability for material testing for different projects.

Chair Swarthout reviewed the requested action.

**MOTION:** **Councilmember Jefferson moved, seconded by Councilmember Althauser, to place the Third Amendment to the Service Provider Agreement for On-Call Material Testing on the City Council consent calendar on December 3, 2024, with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.**

**SUPPLEMENTAL AGREEMENT NO. 1 WITH TIERRA ROW FOR X STREET ROUNDABOUT PROJECT:** The proposed supplemental agreement is for a roundabout project on X Street. Currently, negotiations are in process for acquisition of right-of-way. Tierra has been providing right-of-way services in support of the project. The right-of-way phase is anticipated to require additional time as right-of-way negotiations can be lengthy. The proposal extends the original agreement to December 31, 2026.

Chair Swarthout reviewed the requested action.

**MOTION:** **Councilmember Althauser moved, seconded by Councilmember Jefferson, to place the First Supplemental Agreement for the X Street Roundabout with Tierra ROW, on the City Council consent calendar on December 3, 2024, with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.**

**SERVICE PROVIDER AGREEMENT WITH CARDINAL ARCHITECTURE FOR THE HISTORIC BREWERY TOWER** The proposed amendment extends an existing contract to December 31, 2025 to enable additional anticipated work to be completed during 2025.

Chair Swarthout reviewed the requested action.

**TUMWATER PUBLIC WORKS COMMITTEE  
MINUTES OF VIRTUAL MEETING  
NOVEMBER 21, 2024 Page 3**

**PROJECT  
AMENDMENT NO. 6:**

**MOTION:** Councilmember Althauser moved, seconded by Councilmember Jefferson, to place the Sixth Amendment to the Service Provider Agreement with Cardinal Architecture, for the Historic Brewery Tower Project, on the City Council consent calendar on December 3, 2024, with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.

**SERVICE PROVIDER AGREEMENT WITH HDR ENGINEERING FOR OLD HIGHWAY 99 AND 79TH AVENUE ROUNDABOUT PROJECT AMENDMENT NO. 1:** Manager Lindauer reported the proposed amendment for the service provider agreement with HDR Engineering involves the roundabout that will be improve the intersection of Old Highway 99 and 79<sup>th</sup> Avenue as part of the City's new Operations and Maintenance Facility project. The scope of work includes design of the Old Highway 99 and 79th Avenue roundabout in addition to frontage associated with the planned Operations and Maintenance Facility and Trails End Park. The amendment extends the agreement until December 31, 2026, as the design required more time because of stormwater and other project related issues.

Chair Swarthout reviewed the requested action.

**MOTION:** Councilmember Althauser moved, seconded by Councilmember Jefferson, to place the First Amendment to the Service Provider Agreement with HDR Engineering, for the Old Hwy 99 & 79th Ave Roundabout Project, on the City Council consent calendar on December 3, 2024, with a recommendation to approve and authorize the Mayor to sign. A voice vote approved the motion unanimously.

**ADJOURNMENT:** With there being no further business, Chair Swarthout adjourned the meeting at 8:14 a.m.

Prepared by Valerie L. Gow, Recording Secretary/President  
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