



CONTRACT AMENDMENT NUMBER 01 TO THE PROFESSIONAL SERVICES AGREEMENT Houghton Village Development Plan (Job # 07-24-PB)

This Contract Amendment Number 01 dated this 29th day of August, 2024, is entered into by and between the City of Kirkland, a municipal corporation, herein called the "City," and Mithun hereinafter the "Consultant":

WHEREAS, the City entered into a Professional Services Agreement ("Agreement") with the Consultant on June 24, 2024 for professional planning, economic development, and transportation services on the Houghton Village Development Plan ("Project"); and

WHEREAS, the City now desires to retain the services of the Consultant to perform additional professional services and to extend the time for performance; and

WHEREAS, the Consultant is qualified, willing, and able to provide and perform the services, if any, as described in this Contract Amendment Number 01; and

WHEREAS, the services to be performed by the Consultant are temporary in duration.

NOW, THEREFORE, in consideration of the mutual promises and covenants herein contained and of the Professional Services Agreement, and the Request for Additional Funds to be kept, performed, and fulfilled by the respective parties hereto, it is mutually agreed as follows:

I. SERVICES BY CONSULTANT

All services and all duties incidental or necessary thereto, shall be conducted and performed diligently and completely in accordance with professional standards of conduct and performance. The Consultant agrees to accomplish additional services as described in Attachment A, if any, and the time to perform all services is extended to March 31, 2025.

II. COMPENSATION

- A. Compensation for completion of the additional services, if any, shall not exceed \$ 13,000, as described in Attachment A.
- B. The total contract amount, including the Professional Services Agreement for \$200,000, shall not exceed \$213,000.
- C. The above fees include all labor, materials, and expenses for completion of the work.

III. EXTENT OF AGREEMENT/MODIFICATION

The Professional Services Agreement, together with this Contract Amendment Number 01, represent the entire and completely integrated Agreement between the

parties and supersedes all prior negotiations, representations, or agreements either written or oral. Except as modified herein, all provisions within the Agreement shall remain in full force and effect for the services provided under this Amendment. Additional amendments, modifications, or additions to the Agreement may only be made by written instrument properly signed by both parties.

IN WITNESS WHEREOF, the parties hereto have executed this Contract Amendment Number 01 on the dates written below:

CONSULTANT:

CITY OF KIRKLAND:

By: _____

By: _____

Print Name: Anne Torney, AIA, Partner

Julie Underwood

Deputy City Manager of Operations

Date: _____

Date: _____



Seattle
Pier 56, 1201 Alaskan Way #200
Seattle, WA 98101

San Francisco
585 Howard Street #300
San Francisco, CA 94105

Los Angeles
5837 Adams Boulevard
Culver City, CA 90232

SCOPE/FEE MODIFICATION TO OWNER AND ARCHITECT AGREEMENT

Mithun Project No.: 2423700

Modification No.: 1

This document is a modification to an existing agreement between Mithun and the Owner for the following project.

Owner's Name: City of Kirkland

Project Name: Houghton Village Development Plan

Date of Original Agreement: June 18, 2024

Date of Modification: August 27, 2024

MODIFICATION TO SCOPE OF PROJECT:

None

MODIFICATION TO SCOPE OF SERVICES:

Mithun proposal dated August 27, 2024, outlining additional services by Mithun, attached herein as Exhibit A.

ATTACHMENT A

MODIFICATION TO COMPENSATION:

Amount of this modification	<input type="checkbox"/> Hourly	<input type="checkbox"/> Hourly not to exceed	<input checked="" type="checkbox"/> Fixed Fee	\$13,000.00
Amount of previous modifications				\$0.00
Amount of original agreement				\$200,000.00
TOTAL				\$213,000.00

MODIFICATION TO TIME OF CONTRACT:

None.

MODIFICATION TO ARTICLES:

None.

OWNER:

By: _____
*Owner or Owner's Authorized Representative
(Signature)*

Name: Julie Underwood

ARCHITECT:

By: 

*Mithun, Inc.
(Signature)*

Name: Heidi Oien

Title: Deputy City Manager of Operations

Title: Partner

August 27, 2024



Allison Zike, AICP
Deputy Director
Planning & Building Department
City of Kirkland
425.587.3259
azike@kirklandwa.gov

Re: Houghton Village Development Plan: Street Alignment
Coordination
Mithun Project No. 2423700

Seattle
Pier 56
1201 Alaskan Way #200
Seattle, WA 98101

San Francisco
585 Howard Street #300
San Francisco, CA 94105

Los Angeles
5837 Adams Boulevard
Culver City, CA 90232

Dear Allison:

Mithun requests a scope and fee amendment for transportation engineering and analysis. This analysis will evaluate the feasibility of locating a new street from NE 68th Street into the proposed future Houghton Village development at its western edge. Please see attached proposal from Transpo for the engineering and analysis. Below is a fee and scope request from Mithun to manage this scope.

mithun.com —

Mithun Proposed Scope & deliverables

- Project management
- Attend meetings with City staff and Transpo
- Coordination with City staff and Transpo
- There are no deliverables included in Mithun's scope (see Transpo scope)

Mithun Proposed Fee

- \$3,500.00 to be added into the Phase 2.0 budget.

Please let me know if this is acceptable.

Sincerely,

Heidi Oien
Partner

Enclosure: Transpo proposal dated August 2024

cc: Gina Gage, Mithun

Amendment to Agreement for Services

Client Name:	Mithun		
Project Name:	Houghton Village Development Plan		
Amendment Dated:	August 16, 2024	TG:	1.24099.00

Scope of Services

Access Analysis

The following scope has been developed to address questions raised by the city regarding the functionality of the interim development and long term access and circulation needs of the Houghton Village Development Plan. Key elements of the analysis of the interim and full build-out scenario are outlined in the following:

Interim Condition

Assumptions: Development of only the City owned parcel. Access would be limited to offset intersection with 106th Ave NE/NE 68th St. Given the close proximity of intersections, the analysis will include 3 intersections: 103rd, 106th/Site access, and 108th along NE 68th St. Also, given the analysis will include both AM and PM peak hours.

Analysis:

- Traffic volume forecasts – Forecasts will be prepared for the future without project and with-project volumes. It is anticipated that up to 5 horizon years will be evaluated as part of the sensitivity analysis process.
- Traffic operations – future without project and with-project operations will be evaluated at 3 intersections identified above. LOS, delay, and queueing will be reported for each intersection and each scenario using Synchro.
- Access options – the access shall be reviewed as a signal, stop controlled or roundabout. The feasibility of each traffic control option along the corridor will be assessed and as applicable, the life (number of years prior to the access degrading below the MOE) will be determined.
- *Items assumed to be provided by the City to support the above analysis:*
 - *AM and PM peak hour traffic volumes*
 - *Growth rate assumptions and pipeline developments or future forecasts. However, given the iterations anticipated to identify life of access alternatives, growth and pipelines provide greater flexibility.*
 - *Project trip distribution support (residential vs commercial) per the model. This alternatively can be estimated if the site is not accurately modeled given the planned change in zoning for the site.*

Full Build-out Condition

Assumptions: Development of the site and adjacent properties. Access to include both 106th Ave NE/NE 68th St as well as 6th St S/9th Ave S. The analysis would include 4 intersections: 103rd, 106th/Site access, and 108th along NE 68th St as well as 6th St S/9th Ave S to be evaluated in the AM and PM peak hours.

Analysis: The analysis shall be similar to the interim analysis identified above apart from assuming the expanded scope of 4 intersections.

Fee

Transpo will complete the Access Analysis as scoped above for \$9,500 excluding the traffic counts needed for the analysis. The budget assumes the traffic counts noted above will be provided by the City. Services will be billed on a time and materials basis consistent with hourly rates included in the prime agreement with the City of Kirkland.

Schedule

Once the amended Agreement is fully executed, Transpo anticipates completing the access analysis as within 2 weeks from approval of this amendment. This schedule can be impacted by factors outside the control of Transpo. Should the scope of services or project information (site plan, land use type(s), size, etc.) change following execution of this contract amendment, Transpo will notify the Client if these changes will affect the revised schedule and require another contract amendment.