



**PROFESSIONAL SERVICES AGREEMENT  
Transportation Planning and Engineering On-Call**



The City of Kirkland, Washington, a municipal corporation ("City") and DKS Associates, whose address is 719 Second Avenue, Seattle, WA 98104 ("Consultant"), in consideration of the mutual benefits and conditions set forth below, agree and contract as follows.

**I. SERVICES BY CONSULTANT**

- A. The Consultant agrees to perform the services described in Attachment A to this Agreement ("Services"), which attachment is incorporated herein by reference.
- B. The Services shall be performed in accordance with the ordinary and reasonable care, skill, and diligence that a competent professional in the same field would exercise under similar circumstances. This Agreement does not guarantee any task order assignments. The Consultant is one of several providers selected to provide on-call transportation planning and engineering services, and each task order will be assigned to the most qualified and available firm for that task, as determined by the City in its reasonable discretion.

**II. COMPENSATION**

- A. Compensation to be paid to Consultant for these services shall be the total of all approved project-specific task orders based on the negotiated number of hours per task order at the rates as detailed in Attachment B to this Agreement. Consultant reserves the right to escalate rates upon amendment to this Agreement. The total compensation to be paid to the Consultant for these Services shall not exceed \$75,000, including all applicable taxes, as detailed in Attachment B.
- B. Payment to the Consultant by the City in accordance with the payment ceiling specified above shall be the total compensation for all Services performed under this Agreement and supporting documents hereto as well as all subconsultants' fees and expenses, supervision, labor, supplies, materials, equipment or the use thereof, reimbursable expenses, and other necessary incidentals.
- C. The Consultant shall be paid based on invoices submitted. Invoicing will be on the basis of percentage completed or on the basis of time, whichever is applicable in accordance with the terms of this Agreement.
- D. If the City objects to any portion of an invoice, it will notify the Consultant within twenty (20) days of receipt of the invoice. In the event of an invoice dispute, the City will timely pay any undisputed portion of the invoice, and the parties will promptly make reasonable efforts to resolve the disputed portion. The City shall have the right to withhold payment to the Consultant for any services not completed in a satisfactory manner until such time as the Consultant modifies such services to the satisfaction of the City.
- E. Unless otherwise specified in this Agreement, any payment shall be considered timely if a warrant is mailed or is available within 30 days of the date of actual

receipt by the City of an invoice conforming in all respects to the terms of this Agreement. Should the City fail to make timely payment, Consultant reserves the right to stop work until payment is received.

### **III. GENERAL ADMINISTRATION AND MANAGEMENT**

The Public Works Department for the City of Kirkland shall review and approve the Consultant's invoices to the City under this Agreement, shall have primary responsibility for overseeing and approving the services, and shall coordinate all communications with the Consultant from the City.

### **IV. DURATION**

The estimated completion date for the Consultant's performance of the Services is August 1, 2027. For purposes of paying final invoices and finalizing services, this Agreement expires on October 31, 2027. The City reserves the right to, at City's option, extend the Agreement for up to 2 additional years.

The Consultant will diligently proceed with the Services, but the Consultant shall not be held responsible for delays occasioned by factors beyond its control which could not reasonably have been foreseen at the time of the execution of this Agreement. If such a delay arises, the Consultant shall forthwith notify the City.

### **V. TERMINATION OF AGREEMENT**

The City or the Consultant may terminate or suspend this Agreement at any time, with or without cause, by giving ten (10) days' notice to the other in writing. In the event of termination, all finished or unfinished reports, or other material prepared by the Consultant pursuant to this Agreement, shall be provided to the City. In the event the City terminates prior to completion without cause, the Consultant may complete such analyses and records as may be necessary to place its files in order. The Consultant shall be entitled to receive just and equitable compensation for any satisfactory services completed on the project prior to the date of termination, not to exceed the payment ceiling set forth above.

### **VI. OWNERSHIP OF WORK PRODUCT**

- A. Ownership of the originals of any reports, data, studies, surveys, charts, maps, drawings, specifications, figures, photographs, memoranda, and any other documents which are developed, compiled or produced as a result of this Agreement ("Work Product"), whether or not completed, shall be vested in the City. Ownership shall not extend to Consultant's underlying means and methods used to create work product. Additionally, any preexisting intellectual property contained within Consultant's deliverables thereto belonging to the Consultant shall remain the property of Consultant unless otherwise indicated in the scope of services. Any reuse of Work Product by the City for projects or purposes other than those which fall within the scope of this Agreement or the project to which it relates, without written concurrence by the Consultant will be at the sole risk of the City.
- B. The City acknowledges the Consultant's plans and specifications as instruments of professional service. Nevertheless, the plans and specifications prepared under this Agreement shall become the property of the City upon completion of the services. The City agrees to hold harmless and indemnify the Consultant

against all claims made against the Consultant for damage or injury, including defense costs, arising out of any reuse of such plans and specifications by any third party without the written authorization of the Consultant.

- C. Work Product developed under this Agreement are the property of the Consultant and the City, and may be used as either the Consultant or the City sees fit, including the right to revise or publish the same without limitation. However, notwithstanding the foregoing, or any provision to the contrary in this Agreement, intellectual property owned or created by any third party other than Consultant, its subcontractors, or the City ("Third-Party Content"), and inventions, improvements, discoveries, methodologies, models, formats, software, algorithms, processes, procedures, designs, specifications, findings, and other intellectual properties developed, gathered, compiled or produced by Consultant or its subcontractor prior to or independently of their performance of this Agreement ("Background IP"), including such Third-Party Content or Background IP that Consultant or its subcontractors may employ in their performance of this Agreement, or may incorporate into any part of the Work Product, shall not be the property of the City. Consultant, or its subcontractors as applicable, shall retain all rights, titles, and interests, including but not limited to all ownership and intellectual property rights, in all such Background IP. Consultant, and its subcontractors as applicable, grant the City an irrevocable, non-exclusive, non-transferable, royalty-free license in perpetuity to use, reproduce, prepare derivative works based upon, distribute, disclose, derive from, perform, and display such Background IP, but only as an inseparable part of, and only for the purpose intended by creation of, the Work Product. In the event the Work Product contains, or incorporates, any Third-Party Content, or derivative work based on such Third-Party Content, or any compilation that includes such Third-Party Content, Consultant shall secure all licenses to any such Third-Party Content, but only as an inseparable part of the Work Product, where such licenses are necessary for the City to utilize and enjoy Consultant's services and the Work Product for their intended purposes. Any use of Consultant's Work Product for any other project or purpose not authorized in writing by Consultant, any modifications to the Work Product made by anyone other than Consultant, and any use of incomplete Work Product ("Unauthorized Uses") shall be at the City's sole risk, and Consultant shall bear no liability for the City's Unauthorized Uses of the Work Product. The City agrees to indemnify, defend and hold Consultant and its officers, agents and employees harmless from any claims, losses, damages, costs, arising out of any such Unauthorized Uses of the Work Product by the City.
- D. The Consultant, at such times and in such forms as the City may require, shall furnish to the City such statements, records, reports, data, and information as the City may request pertaining to matters covered by this Agreement. All of the reports, information, data, and other related materials, prepared or assembled by the Consultant under this Agreement and any information relating to personal, medical, and/or financial data will be treated as confidential only as allowed by Washington State laws regarding disclosure of public information, including Chapter 42.56 RCW.
- E. The Consultant will, following prior notice, at any time during normal business hours and as often as the City may deem necessary, make available for examination all of its records and data with respect to all matters covered, directly or indirectly, by this Agreement and shall permit the City or its designated authorized representative to audit and inspect other data relating

to all matters covered by this Agreement. The City shall receive a copy of all audit reports made by the agency or firm as to the Consultant's activities. The City may, at its discretion, conduct an audit, at its expense, using its own or outside auditors, of the Consultant's activities which relate, directly or indirectly, to the Agreement.

- F. The Consultant will provide all original operation and maintenance manuals, along with all warranties, from the manufacturer for any equipment or items installed or supplied to the City as part of this contracted project.
- G. The Consultant shall maintain accounts and records, including personnel, property, financial, and programmatic records, which sufficiently and properly reflect all direct and indirect costs of any nature expended and services performed pursuant to this Agreement. The Consultant shall also maintain such other records as may be deemed necessary by the City to ensure proper accounting of all funds contributed by the City to the performance of this Agreement.
- H. The foregoing records shall be maintained for a period of six years after termination of this Agreement unless permission to destroy them is granted by the Office of the Archivist in accordance with Chapter 40.14 RCW and by the City.

## **VII. SUCCESSORS AND ASSIGNS**

The Consultant shall not assign, subcontract, transfer, convey, pledge, or otherwise dispose of this Agreement or any part of this Agreement without prior written consent of the City. Consent shall not be unreasonably withheld.

## **VIII. NONDISCRIMINATION**

The Consultant shall, in employment made possible or resulting from this Agreement, ensure that there shall be no unlawful discrimination against any employee or applicant for employment in violation of RCW 49.60.180, as currently written or hereafter amended, or other applicable law prohibiting discrimination, unless based upon a bona fide occupational qualification as provided in RCW 49.60.180 or as otherwise permitted by other applicable law. Further, no person shall be denied or subjected to discrimination in receipt of the benefit of any services or activities made possible by or resulting from this Agreement in violation of RCW 49.60.215 or other applicable law prohibiting discrimination.

## **IX. HOLD HARMLESS/INDEMNIFICATION**

- A. To the greatest extent allowed by law, the Consultant shall defend, indemnify, and hold harmless the City, and its officers, officials, and employees ("Indemnified Parties") from claims, injuries, damages, losses or suits (including reasonable attorney fees and costs) to the extent caused by the Consultant's negligent performance of this Agreement, except for injuries and damages caused by the negligence of the Indemnified Parties. In no event shall the cost to defend charged to Consultant exceed Consultant's proportionate percentage of fault.
- B. Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of the

Services or bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the Indemnified Parties, the Consultant's liability hereunder shall be only to the extent of the Consultant's negligence.

- C. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Title 51 RCW, Washington's industrial insurance law, solely for the purpose of this indemnification. This waiver has been mutually negotiated by the parties.
- D. The provisions of this section shall survive the expiration or termination of this Agreement.

## **X. LIABILITY INSURANCE COVERAGE**

The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property that may arise from or in connection with the performance of the Services by the Consultant and/or its agents, representatives, or employees. A failure to obtain and maintain such insurance or to file required certificates and endorsements shall be a material breach of this Agreement.

The Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or to otherwise limit the City's recourse to any remedy available at law or in equity.

A. **Minimum Scope and Amounts of Insurance.** The Consultant shall obtain and maintain insurance of the types and limits described below:

1. Commercial General Liability insurance shall be as least as broad as Insurance Services Office (ISO) form CG 00 01 and shall cover liability arising from premises, operations, stop-gap independent contractors and personal injury and advertising injury. The City shall be named as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City using an additional insured endorsement at least as broad as ISO CG 20 26.
  - a. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
2. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be as least as broad as ISO form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
  - a. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.

4. Professional Liability insurance appropriate to the Consultant's profession.
  - a. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim and \$1,000,000 policy aggregate limit.

**B. Other Insurance Provisions**

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respects the City. Any insurance, self-insurance, or self-insured pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute with it.
2. The Consultant shall provide the City and all Additional Insureds for the Services with written notice of any policy cancellation within two business days of the Consultant's receipt of such notice.

**C. Acceptability of Insurers**

Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII.

**D. Verification of Coverage**

The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the Services.

**E. Failure to Maintain Insurance**

Failure on the part of the Consultant to maintain the insurance as required shall constitute a material breach of this Agreement, upon which the City may, after giving five business days' notice to the Consultant to correct the breach, immediately terminate the Agreement or, at its discretion, procure or renew such insurance and pay any and all premiums in connection therewith, with any sums so expended to be repaid to the City on demand, or at the sole discretion of the City, offset against funds due the Consultant from the City.

**F. City Full Availability of Consultant Limits**

If the Consultant maintains higher insurance limits than the minimums shown above, the City shall be insured for the full available limits of Commercial General and Excess or Umbrella liability maintained by the Consultant, irrespective of whether such limits maintained by the Consultant are greater than those required by this Agreement or whether any certificate of insurance furnished to the City evidences limits of liability lower than those maintained by the Consultant.

**XI. COMPLIANCE WITH LAWS/BUSINESS LICENSE**

The Consultant shall comply with all applicable state, federal, and local laws, ordinances, regulations, and codes. The Consultant must obtain a City of Kirkland business license or otherwise comply with Chapter 7.02 of the Kirkland Municipal Code.

**XII. FUTURE SUPPORT**

The City makes no commitment and assumes no obligations for the support of the Consultant's activities except as set forth in this Agreement.

**XIII. INDEPENDENT CONTRACTOR**

The Consultant is and shall be at all times during the term of this Agreement an independent contractor and not an employee of the City. The Consultant agrees that they are solely responsible for the payment of taxes applicable to the Services and agrees to comply with all federal, state, and local laws regarding the reporting of taxes, maintenance of insurance and records, and all other requirements and obligations imposed on them as a result of their status as an independent contractor. The Consultant is responsible for providing the office space and clerical support necessary for performing the Services. The City shall not be responsible for withholding or otherwise deducting federal income tax or social security or for contributing to the state industrial insurance of unemployment compensation programs or otherwise assuming the duties of an employer with respect to the Consultant or any employee of Consultant.

**XIV. EXTENT OF AGREEMENT/MODIFICATION**

This Agreement, together with all attachments and addenda, represents the final and completely integrated Agreement between the parties regarding its subject matter and supersedes all prior negotiations, representations, or agreements, either written or oral. This Agreement may be amended only by written instrument properly signed by both parties. The terms of this Agreement supersede any conflicting provisions contained in any attachments and/or addenda.

**XV. ADDITIONAL WORK**

The City may desire to have the Consultant perform work or render services in connection with the project other than provided for by the express intent of this Agreement. Any such work or services shall be considered as additional work, supplemental to this Agreement.

**XVI. NON-ENDORSEMENT**

As a result of the selection of a consultant to supply services to the City, the Consultant agrees to make no reference to the City in any literature, promotional material, brochures, sales presentation, or the like without the express written consent of the City. However, notwithstanding the foregoing, the City consents to the Consultant including information describing the Consultant's participation in this project in bids, statements of qualifications, or other similar proposals submitted to other municipal, governmental, or similar project sponsor, so long as the information included is factually accurate.

**XVII. NON-COLLUSION**

By signature below, the Consultant acknowledges that the person, firm, association, co-partnership or corporation herein named, has not either directly or indirectly entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in the preparation or submission of a proposal to the City for consideration in the award of a contract on the specifications contained in this Agreement.

**XVIII. WAIVER**

Waiver by the City of any breach of any term or condition of this Agreement shall not be construed as a waiver of any other breach.

**XIX. DEBARMENT**

The Consultant certifies that it is not suspended, debarred, proposed for debarment, declared ineligible or otherwise excluded from contracting with the federal government, or from receiving contracts paid for with federal funds.

**XX. GOVERNING LAW AND VENUE**

This Agreement shall be interpreted in accordance with the laws of the State of Washington. The Superior Court of King County, Washington, shall have exclusive jurisdiction and venue over any legal action arising under this Agreement.

**XXI. DISPUTE RESOLUTION**

All claims, counterclaims, disputes, and other matters in question between the City and the Consultant arising out of or relating to this Agreement shall be referred to the City Manager or a designee for determination, together with all pertinent facts, documents, data, contentions, and other information. The City Manager or designee shall consult with the Consultant's representative and make a determination within thirty (30) calendar days of such referral. No civil action on any claim, counterclaim, or dispute may be commenced until thirty (30) days following such determination. Nothing herein waives any requirements of Chapter 4.96 RCW, if applicable.

**XXII. SEVERABILITY**

Any provision or part of the Agreement held to be void or unenforceable under any law or regulation shall be deemed stricken. Unless such stricken provision goes to the essence of the consideration bargained for by a party, all remaining provisions shall continue to be valid and binding upon the parties, and the parties agree that the Agreement shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

**XXIII. EFFECTIVE DATE**

This Agreement shall be deemed effective on the last date signed below.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement on the dates written below:

CONSULTANT:

CITY OF KIRKLAND:

Signature: Wintana Miller  
Wintana Miller (May 7, 2026 17:15:30 PDT)

Signature:   
Julie Underwood (May 7, 2026 17:17:20 PDT)

Printed Name: Wintana Miller

Printed Name: \_\_\_\_\_  
(Type City Staff Name)

Title: Principal

Title: \_\_\_\_\_

Date: 05/07/2026

Date: \_\_\_\_\_



# TRANSPORTATION PLANNING & ENGINEERING

## ON-CALL CONSULTANTS

JOB #08-26-PW

MARCH 23, 2026



SHAPING A SMARTER  
TRANSPORTATION EXPERIENCE™

MARCH 23, 2026

ATTACHMENT A



Jacinda Guild  
City of Kirkland Finance  
Department, 123 5th Ave,  
Kirkland, WA 98033

719 SECOND AVE, STE 1250  
SEATTLE WA 98104  
206.382.9800  
26602-000

**SUBJECT: STATEMENT OF QUALIFICATION – TRANSPORTATION PLANNING AND ENGINEERING ON-CALL CONSULTANTS JOB #08-26-PW**

Dear Selection Committee Members,

With continued growth, the City of Kirkland (City) is experiencing transportation challenges to its transportation system. As more vehicles, transit, pedestrians, and cyclists share the City's multimodal system, it is important to emphasize the safety of all users, especially the most vulnerable pedestrians and bicyclists.

DKS Associates (DKS) appreciates the City of Kirkland's leadership in advancing a safe, connected, and multimodal transportation system, as reflected in its Transportation Strategic Plan and Vision Zero commitment to eliminating serious and fatal crashes. We bring direct experience delivering successful projects for the City and look forward to continuing our partnership by working collaboratively with City staff to provide responsive, well-coordinated on-call support—efficiently managing task orders and delivering high-quality planning and engineering services that enhance safety, mobility, and multimodal connectivity across Kirkland.

With more than **45 years of experience** and **30+ active on-call contracts**, DKS provides responsive, high-quality transportation planning and engineering services to cities throughout Washington. We regularly deliver quick-turn task orders—from traffic analyses and safety evaluations to concept design and PS&E development—while maintaining efficient scoping, budget control, and consistent communication with agency staff.

**DKS brings direct experience supporting the City of Kirkland**, including the Kirkland Safety Action Plan, Transportation Impact Fee update, phased ITS program implementation, and multiple multimodal safety and design projects. Our familiarity with the City's standards, tools (including the BKR model), and internal processes allows us to quickly initiate work, align with expectations, and deliver actionable results with minimal ramp-up.

We are applying for the following service categories:

- General Planning
- Multimodal Planning and Design
- Traffic Engineering Studies and Assistance
- Transportation Engineering

Our team combines **DKS's local expertise** with **Toole Design's** leadership in active transportation planning and design, **Nelson\Nygaard's** transit planning expertise, and **Furtado's** surveying and ROW services. Together, we provide a flexible, multidisciplinary team capable of supporting the full range of services identified in the RFQ.

DKS is committed to providing responsive service, practical solutions, and high-quality deliverables that support Kirkland's multimodal, safety, and mobility goals. We would welcome the opportunity to continue partnering with the City in this capacity.

We appreciate Kirkland's forward-thinking multimodal goals and would be honored to contribute to their advancement. Please contact Project Manager **Jerry Liu, PE, PTOE, RSP1**, at [jerry.liu@dksassociates.com](mailto:jerry.liu@dksassociates.com) or **206.948.9345** with any questions.

Sincerely,

*Jerry Liu*

**Jerry Liu, PE, PTOE, RSP1**  
Project Manager | DKS Associates  
[jerry.liu@dksassociates.com](mailto:jerry.liu@dksassociates.com) | 206.948.9345

*Wintana Miller*

**Wintana Miller, PE, PTOE**  
Principal-in-Charge | DKS Associates  
[wintana.miller@dksassociates.com](mailto:wintana.miller@dksassociates.com) | 206.491.0683

# EXPERIENCE AND QUALIFICATIONS

## DKS TEAM QUALIFICATIONS FOR SERVICES

DKS brings extensive on-call transportation planning and traffic engineering experience across Washington State, consistently delivering high-quality, responsive services to cities, counties, and regional agencies. Our Seattle-based team has provided on-call support to more than 20 municipalities, including long-standing contracts with the Cities of Redmond, Sammamish, Federal Way, Sequim, Bellingham, Auburn, Shoreline, and Tacoma.

Through these on-call relationships, DKS regularly supports a high volume of small, task-order-based assignments—ranging from quick-turn traffic analyses and safety evaluations to concept design and PS&E development. Our team is experienced in efficiently scoping tasks, coordinating with City staff, and delivering clear, actionable work products within tight timelines and budgets.

Our clients value our ability to integrate seamlessly as an extension of staff, drawing from deep knowledge of WSDOT and local regulations while leveraging advanced tools such as Synchro, VISSIM, EMME, and ArcGIS. With a team of engineers and planners experienced in both planning and design, DKS provides consistent, multidisciplinary support that adapts to each agency’s evolving transportation needs.

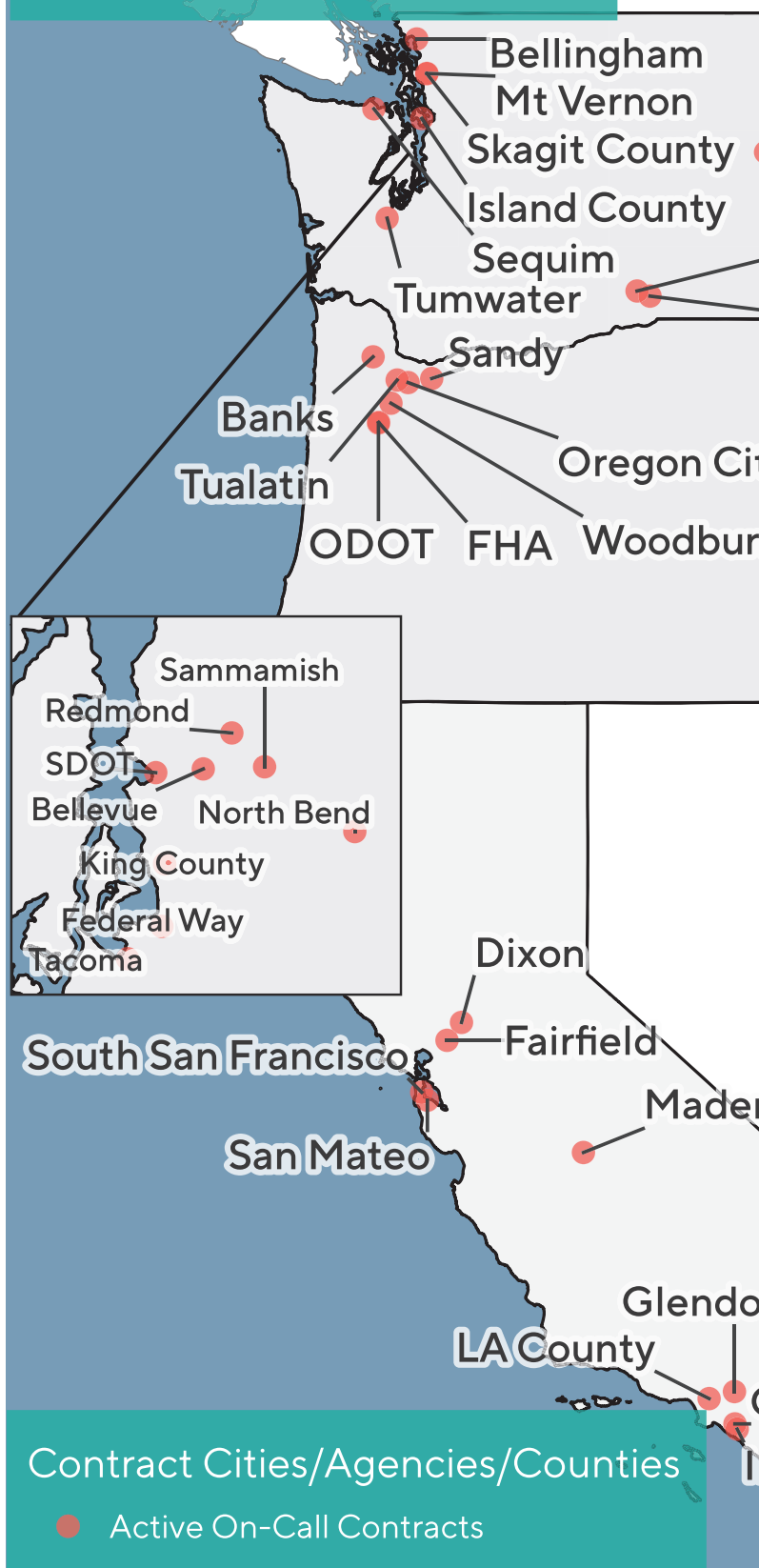
**30 +**  
ACTIVE ON-CALLS

**150 +**  
TRANSPORTATION EXPERTS

TRUSTED,  
COMMITTED,  
EXPERIENCED.



## DKS On-Call Contracts



# RANGE OF SERVICES DELIVERED TO ON-CALL CLIENTS **DKS**

DKS supports our on-call clients across the full spectrum of transportation planning and engineering services—from long-range planning and modeling to multimodal design, traffic engineering, and implementation support. While many of these services are delivered through on-call task orders, others reflect related work performed for the same clients, demonstrating the depth of expertise our clients rely on across assignments.

The matrix below highlights the range of services DKS has delivered to our on-call clients and partner agencies, illustrating our ability to provide flexible, multidisciplinary support aligned with agency needs.

On-Call Client	Travel Demand Modeling & Analysis	Multimodal Network Analysis & Planning	Traffic Studies, Corridor Analysis & Simulation	Planning-Level Evaluation & Strategy	Multimodal Design & PS&E Delivery	Traffic Signal, Illumination & ITS Design	Intersection & Corridor Safety Improvements	Transportation Engineering & Project Delivery Support
Seattle DOT	●	●	●	●	●	●	●	●
City of Tacoma	●	●	●	●	●	●	●	●
City of Bellevue		●	●		●	●		●
City of Shoreline	●	●	●	●	●	●	●	●
City of Sammamish	●	●	●	●	●	●		
City of Des Moines				●		●		●
Island County			●	●			●	●
City of Redmond		●	●		●	●	●	
City of Vancouver	●	●	●	●			●	
City of Sequim		●	●		●	●		●
Skagit County		●	●			●		●
Ben Franklin Transit	●	●	●	●		●		●
Spokane Transit Authority	●	●	●	●		●		





## GENERAL PLANNING

DKS provides comprehensive transportation planning services that support data-driven decision-making and implementation. Our team develops evaluation frameworks and performance measures to guide plan development, project prioritization, and investment strategies for public agencies. We conduct alternatives analysis and planning-level cost and benefit assessments to identify feasible and cost-effective solutions that balance multimodal needs, safety, and operational performance. **DKS has extensive experience applying local and regional travel demand models, including the Bellevue-Kirkland-Redmond (BKR) model used by the City**, and recently supported the City of Kirkland’s transportation impact fee update using the BKR model to calculate traffic growth and determine project eligibility. Our experience includes supporting comprehensive plans, corridor studies, and policy development, as well as reviewing conceptual designs and translating planning concepts into implementable projects. DKS works closely with agency staff and stakeholders to develop clear, actionable strategies that align with local and regional transportation goals.



## MULTIMODAL PLANNING & DESIGN

DKS specializes in multimodal planning and design that improves safety, accessibility, and mobility for all users. Our team develops and advances bicycle, pedestrian, and transit improvements from concept through final design, including corridor reconfigurations, channelization, signal modifications, and transit priority treatments. We integrate operational analysis with practical design solutions to ensure multimodal improvements function effectively within constrained urban environments while maintaining freight and general traffic operations. DKS prepares engineering plans, specifications, and cost estimates (PS&E), develops design alternatives, and supports implementation through coordination with agency standards and stakeholder input. DKS is complemented by **Toole Design’s (Toole)** expertise in active transportation planning and design and **Nelson\Nygaard’s (NN)** leadership in transit planning, providing a comprehensive approach that integrates multimodal design with traffic operations and engineering.



## TRAFFIC ENGINEERING STUDIES & ASSISTANCE

DKS provides a full range of traffic engineering studies and on-call support services to public agencies. Our expertise includes traffic impact analyses, corridor and intersection studies, safety evaluations, parking analyses, data collection plans, and development review support. We apply industry-standard methodologies, including the Highway Capacity Manual and Highway Safety Manual, and utilize tools such as Synchro, SimTraffic, Vissim, and Dynameq to evaluate existing and future operations. Our team develops signal timing, phasing, and operational strategies, as well as channelization and intersection control recommendations to improve safety and efficiency. DKS also brings expertise in intelligent transportation systems (ITS) planning, design, and implementation support, including experience supporting multiple phases of the **City of Kirkland’s ITS program**. DKS regularly supports agency staff with peer reviews, technical analysis, and quick-turn task orders, providing responsive and practical solutions.



## TRANSPORTATION ENGINEERING

DKS delivers transportation engineering services that translate planning concepts into implementable design solutions. Our experience includes preliminary engineering, PS&E development, traffic signal and illumination design, channelization, signing and striping, and ADA-compliant facilities. We develop concept and preliminary designs that consider operational performance, safety, and constructability, and we support agencies with cost estimating, design guidance, and standards development. DKS integrates traffic operations, multimodal needs, and engineering best practices to produce practical, buildable solutions. Our team works closely with agency staff to advance projects efficiently from concept through design and implementation. **DKS has recently delivered full PS&E packages for the Kirkland Pedestrian Safety improvement, Lake Washington High School Pedestrian and Bike improvements, and the 132nd Ave/Slater Trail Crossing design projects.** DKS is complemented by Toole Design’s (Toole) expertise in transportation and civil engineering and Furtado's expertise in topographic survey and right-of-way.

# PAST PERFORMANCE AND EXPERIENCE

## GENERAL PLANNING



### KIRKLAND IMPACT FEE UPDATE, WA.

This project required DKS to analyze traffic growth and trip attributes in Kirkland to support their new impact fee update. DKS was tasked with calculating traffic growth within the City using several different methodologies, and also analyzing traffic growth to determine how many trip ends begin or end within the City of Kirkland. DKS led the travel demand modeling and worked with the cities of Kirkland and Bellevue to update the Bellevue-Kirkland-Redmond (BKR) travel demand model to reflect up to date future land use assumptions.

DKS also worked with the client to filter the City's list of transportation improvement projects so that only eligible projects would be included in the new impact fee calculations. DKS edited the roadway network to incorporate roadway capacity projects planned within Kirkland's Capital Facilities Plan and used the BKR model to determine any existing deficiencies and the extent to which each project accommodated trips associated with growth within the city of Kirkland. This project presented a challenge where person-trips, rather than vehicle-trips, had to be considered in the new impact fee calculation. So, DKS worked with the City to finalize the appropriate methodology to estimate person trip growth using both the BKR model and ITE trip generation rates.

**Key Staff:** Wintana Miller, Christian Thompson

### SEATTLE S HOLGATE ST CROSSING STUDY, WA.

DKS is leading the S Holgate Street Crossing Study for the Seattle Department of Transportation, evaluating multimodal crossing improvements along a complex freight corridor with significant safety challenges. The team developed a structured evaluation framework and

performance measures to assess potential crossing improvements, considering safety, freight mobility, multimodal accessibility, and operational performance. DKS conducted a phased alternatives analysis that screened concepts for feasibility and advanced promising options for detailed operational modeling and planning-level cost evaluation. The results will be presented to City staff and corridor stakeholders to help identify recommended improvements and potential mitigation strategies.

**Key Staff:** Wintana Miller, Brian Kellogg, Ilana Burstein, Veronica Sullivan



### KIRKLAND ACTIVE TRANSPORTATION PLAN, WA.

Toole Design worked with the City of Kirkland to update its Active Transportation Plan with a focus on creating citywide all ages and abilities walking and biking networks and expanding the City's implementation toolbox. Work included extensive analysis of existing and planned bicycle networks—using our Bicycle Network Assessment tool—to understand the level of low-stress connectivity afforded each of Kirkland's 13 neighborhoods. Toole Design also applied a parcel-based network to identify where sidewalk and crossing gaps most impact pedestrian access, focusing on access to activity centers and planned high frequency transit. The recommended bike network was prioritized and corridors were further categorized as “quick wins” and catalyst projects (i.e., projects that will require significant investment). The plan includes specific pedestrian and bicycle project lists.

Toole Design also provided consultation on updating City of Kirkland policy to better serve active transportation. Finally, Toole Design prepared a custom design guide that provides clear direction on preferred bicycle and pedestrian treatments within the City's unique context and needs.

**Key Staff:** Amalia Leighton Cody

## **KIRKLAND SAFETY ACTION PLAN & SPEED POLICY DEVELOPMENT, WA.**

DKS led the development of Kirkland's Safety Action Plan and a context-sensitive speed limit setting policy under the USDOT Safe Streets and Roads for All (SS4A) program. The team conducted comprehensive citywide crash analysis, near-miss evaluations using video analytics, and operating speed data collection to identify high-risk locations and systemic safety trends. DKS developed a data-driven speed limit policy and evaluation tool that incorporates roadway context, land use, and multimodal activity, aligned with national best practices. The work also included a gap analysis and technical recommendations to support the City's Comprehensive Safety Action Plan, along with stakeholder engagement and presentations to the Transportation Commission and City Council to guide implementation and future safety investments.

**Key Staff:** Nikki Davis, Veronica Sullivan

## **MULTIMODAL PLANNING AND DESIGN**



### **KIRKLAND CROSS KIRKLAND CORRIDOR SLATER/132ND AVE NE TRAIL CROSSING, WA.**

DKS led a multi-disciplinary design team for this safety improvement project, which enhanced multimodal connectivity and removed barriers along the CKC Trail. Key improvements included a new pedestrian signal at Slater Avenue NE/132nd Avenue NE, roadway rechannelization to add bike lanes, a median island, sidewalks, ADA-compliant curb ramps, and upgraded illumination.

The project also included pavement grinding and overlay, rail track removal, and coordination of infrastructure, right-of-way, and SEPA requirements. at the NE 124th Street and Slater Ave intersection, installing a new mast-arm pole for the eastbound right-turn slip lane behind the chop island, improving curb ramps and APS pushbuttons, and installing a new fiber-optic interconnect between these two signals. The DKS team evaluated the bicycle and vehicle sight triangle at the proposed crossing and was instrumental in

assessing the crossing control for safety and efficiency, working with the city to change the crossing control from the originally proposed Pedestrian Hybrid Beacon (PHB) signal to a Pedestrian Signal for improved pedestrian and bicycle safety.

**Key Staff:** Jerry Liu, Tulsi Chudgar, Brennan Niehoff

### **BEN FRANKLIN TRANSIT ON-CALL, WA.**

DKS provided transportation planning, traffic engineering design, and concept development for this transit design on-call. DKS supported the planning and design for BFT's Queensgate Transit Center and the Pasco downtown Transit Center on 22nd Ave. Our services included identifying pedestrian and vehicle circulation, pedestrian watershed analysis, identifying needed pedestrian access improvements and traffic operations improvements and the initial design of traffic engineering elements including roadway channelization and pavement markings. DKS participated in public outreach including an open house to communicate analysis findings and a proposed traffic operation concept, and updated the design layout based on public and project stakeholder feedback.

**Key Staff:** Jerry Liu, Brian Kellogg, Brennan Niehoff

### **GIG HARBOR 38th AVE CORRIDOR IMPROVEMENTS, WA.**

The project included adding bike lanes, sidewalk, planter strip, and pedestrian lighting on the east side of the 38th Ave between 56th Street and Hunt Street; and installing a new roundabout at 38th Ave and 56th St intersection. It also includes incorporating pervious surfaces and other LID stormwater elements to reduce runoff, provide flow control, and improve water quality. DKS led the design of street and pedestrian lighting, and RRFB design at the roundabout.

**Key Staff:** Jerry Liu, Taylor Hart, Brennan Niehoff

## SDOT BIKE AND MULTIMODAL ON-CALL, WA.

Toole Design was the prime consultant for this on-call contract with SDOT. The following are a selection of relevant tasks under this contract:

- Seattle Bicycle and Pedestrian Safety Analysis
- Beacon Avenue Separated Bike Lane Design
- SDOT Neighborhood Street Funds (NSF) Program
- Seattle Neighborhood Greenways:
- SDOT Bridge Safety Analysis Report
- Seattle Green Street Connections Study
- SDOT Bike Facility Design Guide
- Citywide Pedestrian Crossing Design Guide

**Key Staff:** Dustin DeKoekkoek, Michael Houston, Kristen Lohse, Amalia Leighton Cody

## WEST SEATTLE BALLARD LINK EXTENSION STATION ACCESS AND PUBLIC REALM PLANNING, WA.

In 2016, voters approved Sound Transit 3 (ST3), expanding the regional transit system to include the West Seattle and Ballard Link Extensions (WSBLE), adding 11.8 miles of light rail and 13 stations. To support this effort, the City of Seattle received a Federal Transit Administration grant in 2019 to maximize benefits for historically underserved communities.

NN led a team to identify and remove access barriers to future stations and develop street concept plans supporting safe, convenient access and a vibrant public realm. Initial work prioritized station access needs and aligned designs with City goals such as Vision Zero, low-emission travel, anti-displacement, and community wellbeing.

The team delivered multimodal access concepts balancing freight and pedestrian needs, achieving agency consistency and cross-departmental support. These concepts are now eligible for implementation funding through Sound Transit's nonmotorized access program.

In 2025, the team also supported SDOT by engaging historically underrepresented communities in West Seattle, using equitable engagement practices to inform station access, public realm design, and transit-oriented development planning.

**Key Staff:** Lacy Bell, Michael Bjork



## TRAFFIC ENGINEERING STUDIES AND ASSISTANCE



### **BELLINGHAM HOLLY ST BIKE FACILITY STUDY & DESIGN, WA.**

DKS led transportation analysis supporting concept development for a 1.25-mile segment of the Holly Street corridor (Ellis Street to Broadway) in downtown Bellingham. The project evaluated strategies to improve safety and comfort for people walking, biking, and rolling while maintaining efficient operations for transit, freight, and private vehicles. DKS analyzed existing traffic operations, queuing, and intersection control within the urban grid and coordinated with the Whatcom Council of Governments (WCOG) to evaluate future conditions using growth projections from the regional travel demand model. Operational analysis using Synchro evaluated intersection performance, including channelization options and signal phasing and timing optimization, to support feasible multimodal design concepts.

A key focus of the study was identifying and addressing conflicts between bicyclists, pedestrians, turning vehicles, and parked cars. DKS conducted a detailed parking inventory and occupancy analysis to assess the potential impacts of repurposing roadway space. Alternatives were evaluated based on their ability to improve safety, enhance the comfort and continuity of bicycle facilities, and achieve the City's desired Level of Traffic Stress (LTS) 1 or 2.

**Key Staff:** Wintana Miller, Ilana Burstein, Nikki Davis, Jerry Liu, Tulsi Chudgar

### **PASCO TRANSPORTATION PLANNING/ ENGINEERING SERVICES ON-CALL, WA.**

As part of an on-call contract with the City of Pasco, DKS has reviewed over 60 TIAs for a variety of different developments across the City, providing comments and recommendations. DKS worked with the City of Pasco to determine if a TIA was performed with sound engineering practices, fair and reasonable assumptions, and with transportation analysis methods that are current and applicable. DKS also provided consultation

for transportation issues as they arise and coordinated with in-house experts to deliver the best possible solutions. DKS co-wrote the City's first traffic impact analysis guidelines, ensuring fair and thorough analysis for future development. DKS also assisted the city in reviewing traffic signal, illumination, signing & striping plans prepared by developers.

**Key Staff:** Christian Thompson, Wintana Miller, Jerry Liu

### **BELLEVUE OVERLAKE HOSPITAL PEDESTRIAN STUDY, WA.**

DKS evaluated potential crossing options between the Overlake Medical Center and the employee parking garage, where employees currently cross 116th Ave NE mid-block. The crossing options consisted of different roadway channelization configurations and were evaluated for providing a safe, convenient crossing for hospital workers, minimizing any negative impacts to traffic operations, as well as their cost and feasibility. The preferred crossing improvement was taken to 10% design. This project also included a signal warrant for the driveway toward the north side of the campus, just south of NE 12th Street.

**Key Staff:** Jerry Liu, Tulsi Chudgar, Ilana Burstein, Brian Kellogg, Wintana Miller

### **KIRKLAND ITS PHASE 3, WA.**

DKS led design and implementation support for the City of Kirkland's ITS Phase 3 program, delivering upgrades to traffic signal and communications infrastructure across the city. The project included replacement and installation of CCTV cameras at over 20 locations (City Installed), upgrades to signal cabinets and controllers, and deployment of video detection systems at key intersections to enhance system monitoring and operations. DKS developed plans, specifications, and estimates; conducted field verification and base mapping; and coordinated closely with City stakeholders to confirm equipment standards and communications needs. The team also provided bid and construction support, including responding to RFIs, reviewing submittals, and preparing record drawings to support successful implementation of the City's evolving ITS network.

**Key Staff:** Eric Shimizu, Brennan Niehoff

## **SDOT RAINIER BIKE FACILITY STUDY, WA.**

Toole Design led a preliminary study of on- and off-corridor bicycle route options on Rainier Avenue S. The alternatives analysis considered the range of potential impacts to local businesses, tree canopy, and travel through Rainier Valley. Among the many goals of this project is to improve safety on this corridor that has consistently been on the high-risk network and was identified as a catalyst project in the city's transportation plan.

**Key Staff:** Michael Houston, Dustin DeKoekoek

## **TRANSPORTATION ENGINEERING**



## **KIRKLAND PEDESTRIAN SAFETY PROJECT, WA.**

DKS led a multidisciplinary design team for this federally funded project to improve pedestrian and multimodal safety along Central Way and NE 124th Street. Improvements included corridor restriping with median island modifications, new bike lanes, ADA curb ramps, lighting analysis, traffic signal modifications, and installation of two Pedestrian Hybrid Beacon (HAWK) signals. DKS prepared PS&E, coordinated with WSDOT, and provided construction support.

**Key Staff:** Jerry Liu, Tulsi Chudgar

## **GIG HARBOR WOLLOCHET DRIVE NW/WAGNER WAY INTERSECTION IMPROVEMENTS, WA.**

DKS worked alongside the City of Gig Harbor for a new signal and pedestrian crossing enhancement project at the Wollochet Drive NW/Wagner Way intersection. The project upgraded the intersection with a new traffic signal, ADA ramps, pavement grinding and overlay, bike lanes through the intersection, street lighting, a rapid flashing beacon (RRFB) at a nearby trail crossing, cement concrete crosswalks, sidewalks, ADA-compliant curb ramps, and driveways. The scope also included a traffic study, pedestrian crossing study, and traffic control plans. DKS supported the City in securing a \$1,200,000 TIB grant for construction.

**Key Staff:** Jerry Liu, Tulsi Chudgar, Ilana Burstein, Taylor Hart, Veronica Sullivan

## **MERCER ISLAND CREST WAY CORRIDOR IMPROVEMENT, WA.**

DKS evaluated the existing corridor lighting and proposed multiple levels of lighting improvement needs. DKS also designed two new RRFB crossings and a new pedestrian signal at Island Park Elementary school. DKS performed lighting analysis and design for these RRFB crossings and the traffic signal intersection at the school entrance; performed the traffic signal warrant analysis for the pedestrian signal, and confirmed to change away from the original Pedestrian Hybrid Beacon signal design concept. DKS also helped the City with PSE applications for new services.

**Key Staff:** Jerry Liu, Tulsi Chudgar, Taylor Hart, Veronica Sullivan

## **SOUND TRANSIT SR 522 BRT DESIGN, WA.**

The SR 522 BRT corridor runs through the Cities of Shoreline, Seattle, Lake Forest Park, Kenmore, Bothell, and Woodinville; and includes coordination with WSDOT, King County Metro, and Community Transit. DKS provided corridor traffic analysis, transit speed and reliability analysis, traffic signal, TSP, ITS, station electric, and Illumination design for 10 signalized intersections along this multi-jurisdictional corridor. The project included utility relocation, new ST transit bus rapid transit stations and coordination to provide illumination through the corridor.

**Key Staff:** Jerry Liu, Tulsi Chudgar, Eric Shimizu, Brennan Niehoff, Wintana Miller, Ilana Burstein, Brian Kellogg



**JERRY LIU, PE, PTOE, RSP1**  
DKS PROJECT MANAGER  
35% AVAILABILITY



**CONTACT:**  
jerry.liu@dksassociates.com  
206.948.9345

## PROJECT MANAGEMENT

### YOUR PROJECT MANAGER

Jerry Liu is a Senior Project Manager with more than **32 years of experience in transportation planning, traffic engineering, and civil design for local and state agencies.** He has extensive experience managing on-call contracts, providing responsive support to public agency staff through a wide range of task orders—from quick-turn traffic analyses and safety evaluations to full PS&E delivery.

Jerry is highly effective at managing small, fast-paced assignments, working closely with agency staff to define scope, schedule, and budget, and delivering clear, actionable work products within tight timelines. His approach emphasizes responsiveness, proactive communication, and practical solutions that align with agency priorities and streamline project delivery.

As the proposed Project Manager, Jerry will oversee task orders, coordinate closely with City staff, and ensure timely delivery of high-quality technical work products. He is experienced in managing multiple concurrent task orders, quickly mobilizing the appropriate staff, and maintaining consistent communication to keep projects on track. Jerry has extensive experience working with **WSDOT, FHWA, and local agency standards**, including preparation of **WSDOT Channelization Plans for approval and advertisement-ready PS&E packages.**

Jerry has managed numerous municipal transportation projects throughout the Puget Sound region, including multiple safety and multimodal improvements for the **City of Kirkland.** His familiarity with local conditions and regulatory requirements allows him to efficiently support the City’s planning and engineering needs under an on-call contract. As a daily user of Kirkland’s transportation network, Jerry is personally committed to delivering solutions that improve safety, mobility, and multimodal accessibility for the community.

### EXTENSIVE ON-CALL PROJECT MANAGEMENT EXPERIENCE

- Sequim On-Call (Project Manager)
- Bellingham on-Call (Project Manager)
- Tacoma On-Call (Project Manager)
- Des Moines On-Call (Project Manager)
- Federal Way On-Call
- Redmond On-Call
- Island County On-Call
- Pasco On-Call
- BFT On-Call
- Shoreline On-Call

**10+ ACTIVE ON-CALLS**

**MANAGING 4 ON-CALLS**



## QUALITY MANAGEMENT AND COMMUNICATION

DKS integrates quality management and communication to ensure that all task orders are delivered efficiently, accurately, and in a format that meets the City’s needs. Our approach is tailored to the size and complexity of each assignment, allowing us to provide concise, high-quality work products for small, fast-moving tasks while maintaining rigorous quality standards.

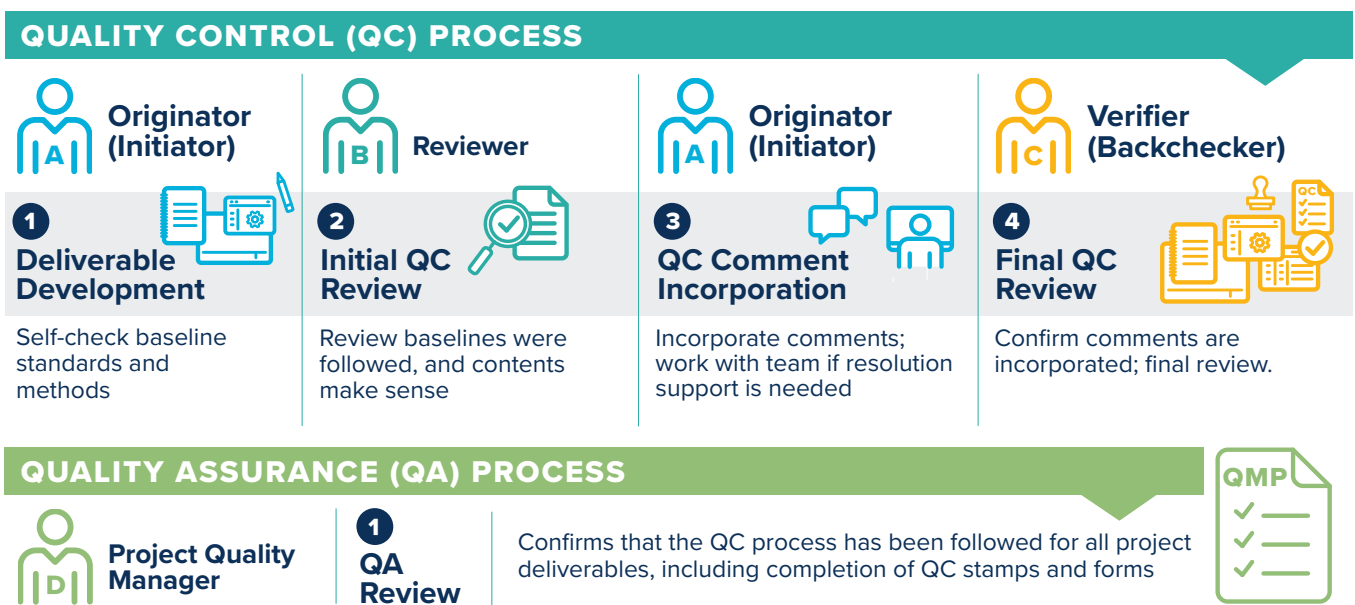
All deliverables undergo an independent quality review by a senior-level professional not directly involved in the work. This process verifies technical accuracy, clarity, and usability, ensuring that work products are actionable and aligned with City expectations. Comments are tracked and resolved through a structured review process, with documentation maintained as part of our Quality Management Plan.

We tailor our deliverables to the intended audience—whether technical memoranda for City staff or more visual materials for stakeholders, decision-makers, or public communication. During task initiation, we coordinate with the City to confirm the appropriate level of detail, format, and presentation, ensuring that deliverables are both effective and efficient.

Throughout each task order, our team maintains regular communication with City staff to provide updates, address questions, and quickly resolve issues. This integrated approach supports consistent delivery of reliable, well-communicated work products that facilitate timely decision-making.

**“WE APPRECIATE THE WORK YOU PROVIDED ON THIS PROJECT AS WE HAVE A GREAT SET OF PLANS TO WORK WITH AND WORK WAS VERY THOROUGH. THANKS FOR ALL YOUR HELP AND WE LOOK FORWARD TO WORKING WITH YOU AND DKS AGAIN.”**

- JOHN MULKEY, CITY OF FEDERAL WAY



## RESPONSIVE TASK ORDER DELIVERY AND COORDINATION

DKS approaches on-call contracts as an extension of City staff—providing timely, flexible, and scalable support across a wide range of transportation planning and engineering needs. We understand that Kirkland’s on-call assignments are often small, fast-moving task orders that require efficient scoping, rapid turnaround, and clear communication.

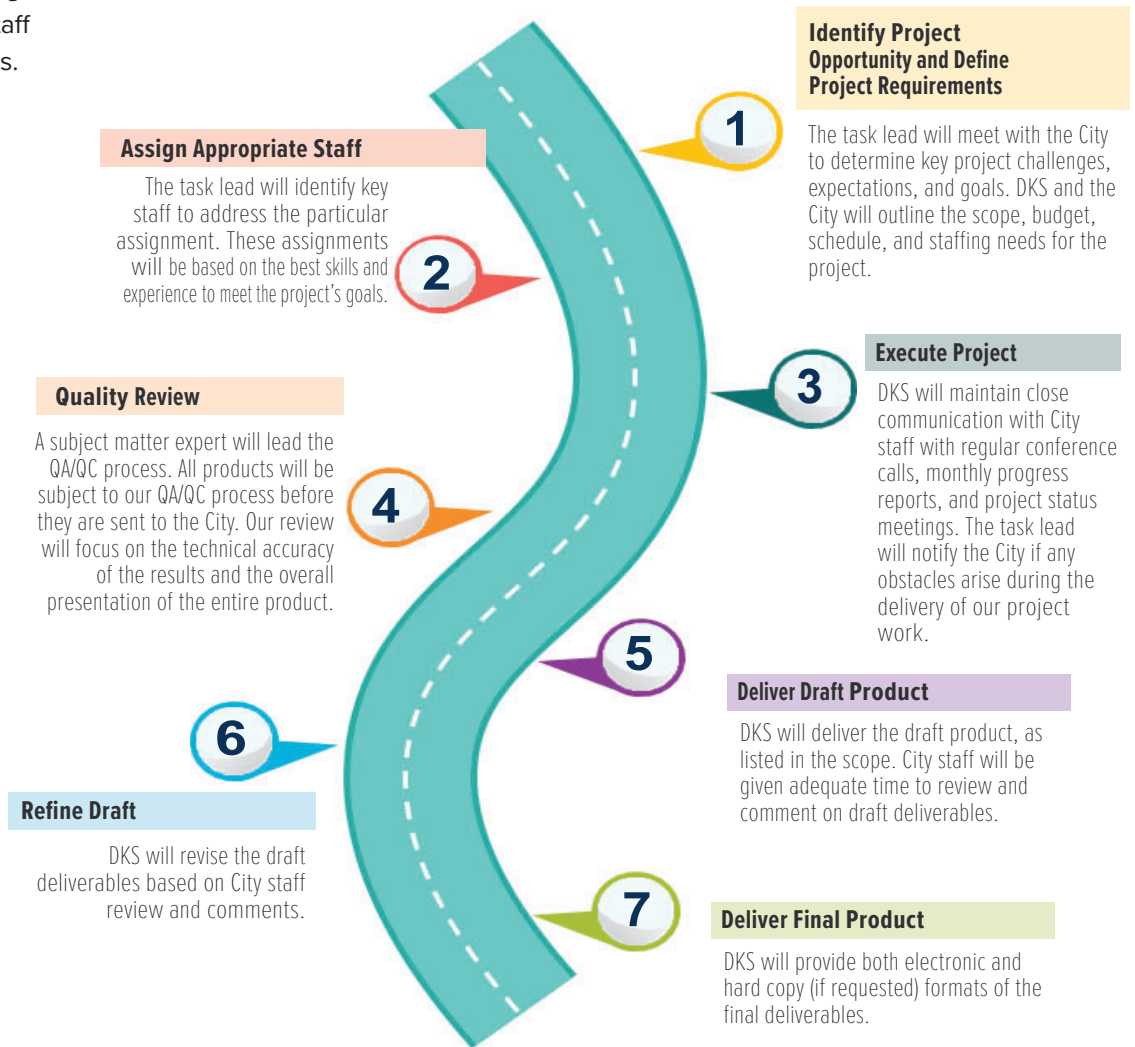
Our team is structured to respond quickly to new assignments, with experienced staff available to initiate work, coordinate with City staff, and deliver concise, high-quality technical work products. At the outset of each task order, we work collaboratively with the City to define scope, schedule, and budget, ensuring alignment with expectations and minimizing administrative effort.

Jerry Liu will serve as the primary point of contact and will manage all task orders, coordinating closely with City staff and subconsultants.

Team composition will be tailored to each assignment, allowing us to bring the right expertise to each task while maintaining consistency in communication and delivery. We typically maintain regular check-ins with the City and subconsultants, scaled to the size and complexity of each task order. Our approach is scalable, allowing us to efficiently deliver both quick-turn assignments and more complex tasks while maintaining consistent quality and communication.

All deliverables, including those prepared by subconsultants, undergo internal review by Jerry or Wintana prior to submission to ensure quality, consistency, and alignment with City expectations. With direct experience supporting Kirkland and other Puget Sound agencies, our team brings familiarity with local standards, tools, and processes, allowing us to efficiently advance work from concept through implementation.

### Task Order Approach

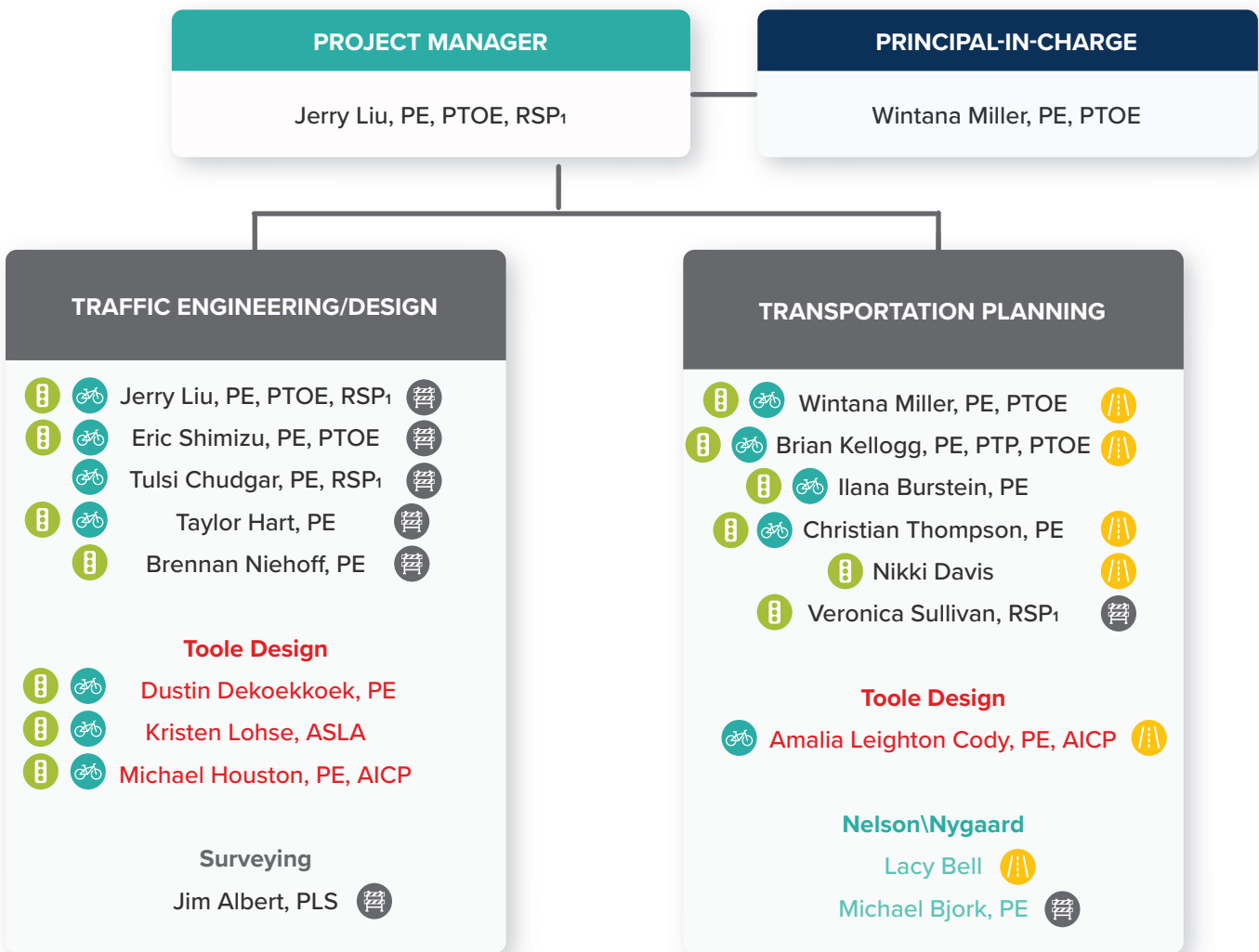


# KEY STAFF AND TEAM ORGANIZATION

## YOUR PREFERRED TEAM

DKS has assembled a team of experienced transportation planners and engineers with the technical expertise, local knowledge, and on-call experience needed to support the City of Kirkland. Our organizational structure is designed to provide responsive, high-quality, and coordinated support across a wide range of transportation planning and engineering needs.

Our team is structured to support multiple concurrent task orders while maintaining dedicated availability for the City of Kirkland. Key staff identified in this proposal have current capacity to take on additional on-call assignments and will prioritize responsiveness for Kirkland task orders. Team availability is written out in (%) for each member alongside their titles in the biography section to follow.



## SERVICE CATEGORY LEGEND

- General Planning
- Multimodal Planning and Design
- Transportation Engineering
- Traffic Engineering Studies and Assistance

## PLANNING TEAM



**WINTANA MILLER, PE, PTOE**  
**PRINCIPAL & PLANNING LEAD**  
**(30% AVAILABLE)**

Wintana has over 20 years of experience in transportation planning and traffic engineering, specializing in corridor analysis, multimodal operations, travel demand forecasting, and feasibility studies for public agencies throughout the Puget Sound region. She has supported planning and engineering efforts for cities including Kirkland, Seattle, Bellevue, Redmond, Shoreline, and Tacoma, as well as King County Metro and Sound Transit, leading traffic analyses, alternatives evaluations, and operational modeling using tools such as Synchro, Vissim, EMME, Visum, and Dynameq. As Principal-in-Charge, Wintana will provide strategic oversight and support Jerry as Project Manager to ensure the project team delivers responsive, high-quality planning and engineering support to the City of Kirkland. Contact: 206.436.0319  
wintana.miller@dksassociates.com



**BRIAN KELLOGG, PE,**  
**PTP, PTOE**  
**PLANNING TEAM (35% AVAILABLE)**

Brian's experience with corridor studies, alternatives analysis and transit planning emphasizes placing safety into discussions around traffic operations, and bringing disparate forms of input - from data and modeling to public participation and cost estimating - into clearly defined criteria to evaluate several alternatives and win agreement on a preferred outcome. His understanding of the many factors that go into project selection, and how varying stakeholders prioritize transportation differently, helps clients to move forward with transportation decisions that are safe, efficient, and practical. Contact: 206.457.8501,  
brian.kellogg@dksassociates.com



**ILANA BURSTEIN, PE**  
**PLANNING TEAM (30% AVAILABLE)**

Ilana has experience in traffic operations analysis, with extensive experience conducting intersection and corridor studies using Synchro and VISSIM to evaluate design

alternatives including channelization and assess corridor performance. Based on these analyses, she evaluated signal and stop sign warrants to determine appropriate intersection control. She has developed and implemented signal timing plans for both corridors and downtown networks, including before-and-after evaluations to assess corridor improvements. Contact: 206.535.6715, ilana.burstein@dksassociates.com



**CHRISTIAN THOMPSON, EIT**  
**PLANNING TEAM (35% AVAILABLE)**

Christian has extensive experience using travel demand models, conducting traffic studies, and reviewing traffic impact analysis (TIA) reports submitted by developers. He is familiar with OpenPaths EMME and Visum software-based travel demand models, which are commonly used in the Puget Sound area. He co-wrote the City of Pasco's very first traffic impact analysis guidelines. His experience using travel demand models ranges across regions and includes Kirkland, Sammamish, Puget Sound, Vancouver, Lakewood, and Sacramento, CA. Christian has created and reviewed TIAs in many jurisdictions across Washington, Oregon, California, Idaho, and Virginia. Contact: 206.436.0611  
christian.thompson@dksassociates.com



**NIKKI DAVIS**  
**PLANNING TEAM (35% AVAILABLE)**

Nikki brings deep expertise in public policy development, with a proven ability to review, analyze, and update agency policies and procedures. Her work reflects a commitment to aligning operations with current regulations, best practices, and community priorities. Nikki plays a pivotal role by working closely with agency staff to distill complex programmatic, policy, and procedural updates into accessible and strategically focused content. She crafts presentations, briefing documents, and summary reports that are specifically tailored to the needs and perspectives of board members, ensuring that updates are not only clear and concise but also aligned with governance priorities and decision-making requirements. Contact: 206.436.0636  
nikki.davis@dksassociates.com



**VERONICA SULLIVAN, RSP<sub>1</sub>**  
**PLANNING TEAM (35% AVAILABLE)**

Veronica is a transportation planner and certified Road Safety Professional (RSP1) with extensive experience leading public engagement and stakeholder coordination for transportation planning and engineering projects. She specializes in developing inclusive engagement strategies, facilitating public meetings and stakeholder workshops, and translating complex technical information into clear, accessible content for communities, decision-makers, and elected officials. Veronica works closely with agency staff and project teams to support effective communication, build consensus, and guide projects from planning through implementation. Contact: 206.436.0093  
veronica.sullivan@dksassociates.com



**MICHAEL BJORK, PE**  
**PLANNING TEAM (25% AVAILABLE)**

As a civil engineer focused on urban corridors and multimodal transportation, Mike is dedicated to creating safer and more equitable transportation networks to ensure people of all abilities can move about freely. Throughout his career, Mike has collaborated with community members, elected officials, stakeholders, and government agencies to create enhanced spaces for people to gather, businesses to grow, and communities to thrive by working together to build consensus around transportation projects. He develops creative solutions that reimagine public spaces and revitalize transit systems to better network our world. His work in urban design throughout the United States has led him to complete numerous projects coast to coast with a focus on sustainability, safety, and equality.

Contact: mbjork@nelsonnygaard.com  
206.576.3940



**LACY BELL**  
**PLANNING TEAM (25% AVAILABLE)**

Lacy is a transit planning professional specializing in ensuring that capital investments support long-term operations and passenger needs. She has experience in BRT and light rail capital project development and implementation, bus and rail

operations modeling, multimodal traffic engineering, O&M, cost forecasting, and fare policy. Contact: 206.576.3945, lbell@nelsonnygaard.com



**AMELIA LEIGHTON CODY, PE, AICP**  
**PLANNING TEAM (25% AVAILABLE)**

Amalia is a civil engineer and planner with more than two decades of experience delivering multimodal transportation and public realm projects for cities across the Puget Sound region. She works closely with municipal agencies and their partners to shape projects that improve mobility, safety, and community vitality. Contact: 564.234.1375  
aleighton@tooledesign.com

**DESIGN TEAM**



**ERIC SHIMIZU, PE, PTOE**  
**DESIGN TEAM (35% AVAILABLE)**

Eric will spearhead project execution, leveraging over 33 years of experience in ITS design, signalization, and traffic operations. His role will focus on overseeing project planning, design, and specifications, ensuring that all elements align with Kirkland’s design goals. Eric’s expertise in preparing PS&E documents and conducting technical design will be pivotal in managing the design of CCTV, signal, and fiber optic installations, directly addressing the city’s project scope. Contact: 206.436.0556  
eric.shimizu@dksassociates.com



**TULSI CHUDGAR, PE, RSP<sub>1</sub>**  
**DESIGN TEAM (35% AVAILABLE)**

Tulsi will work closely with Jerry to manage project documentation and maintain quality control in design deliverables. Tulsi’s hands-on experience with Kirkland’s infrastructure, including the 132nd Ave NE & Slater Ave Crossing, positions her well for direct communication with the City, managing day-to-day project tasks, and coordinating with subconsultants. Contact: 206.436.0365, tulsi.chudgar@dksassociates.com



**TAYLOR HART, PE**  
**DESIGN TEAM (30% AVAILABLE)**

Taylor’s experience spans traffic design including signing, pavement marking, temporary traffic control, traffic signals, lighting analysis and design, interconnect and ITS. Taylor is also an active member of the Institute of Transportation Engineers (ITE) and ITS Washington. Contact: [taylor.hart@dksassociates.com](mailto:taylor.hart@dksassociates.com)



**BRENNAN NIEHOFF, PE**  
**DESIGN TEAM (35% AVAILABLE)**

Brennan will leverage his extensive experience in ITS planning and design to improve traffic efficiency, connectivity, and safety across the City for this on-call. With expertise in traffic signal interconnects, fiber optic networks, and adaptive lighting, and a strong background working with the City of Kirkland and agencies in Washington, Brennan brings the regional insight and technical skill essential for this project. Brennan is currently the ITS Designer for the Kirkland ITS Phase III project. His role on this on-call will ensure a seamless integration of ITS components, aligning with Kirkland’s vision of a safe, sustainable, and future-ready transportation system. Contact: 206.457.4135  
[brennan.niehoff@dksassociates.com](mailto:brennan.niehoff@dksassociates.com)



**DUSTIN DEKOEKKOEK, PE**  
**DESIGN TEAM (30% AVAILABLE)**

Dustin is a civil engineer and project manager experienced in delivering multimodal transportation projects from concept through final design. He specializes in turning planning concepts into practical infrastructure, leading teams to develop safe, context-sensitive roadway improvements. His work includes corridor redesign, bicycle and pedestrian facilities, ADA upgrades, and right-of-way coordination, while balancing technical constraints, community needs, and long-term goals. Contact: 564.234.1388, [ddekoekkoek@tooledesign.com](mailto:ddekoekkoek@tooledesign.com)



**KRISTEN LOHSE, ASLA**  
**DESIGN TEAM (35% AVAILABLE)**

Kristen is a Senior Principal Urban Designer with over 20 years of experience in active transportation planning and design. She focuses on creating safe, efficient systems and vibrant public spaces. Her expertise includes shared-use trails, bicycle facilities, Complete Streets, wayfinding, and universal design, and she has co-authored FHWA guidance on accessible streets and resilient trail infrastructure. Contact: 206.297.1601  
[klohse@tooledesign.com](mailto:klohse@tooledesign.com)



**MICHAEL HOUSTON, PE, AICP**  
**DESIGN TEAM (35% AVAILABLE)**

Michael is a transportation engineer and planner focused on multimodal safety and corridor improvements in the Puget Sound region. He evaluates roadway operations, identifies safety risks, and develops practical solutions for walking, biking, and transit, working with interdisciplinary teams to deliver implementable improvements. Contact: 564.234.1378  
[mhouston@tooledesign.com](mailto:mhouston@tooledesign.com)



**JIM ALBERT, PLS**  
**SURVEYING (20% AVAILABLE)**

Jim is well-suited to lead surveying efforts for the City of Kirkland Transportation Planning and Engineering On-Call due to his nearly five decades of surveying experience in Washington and his proven track record delivering accurate, design-ready data on complex public infrastructure projects. His background spans multimodal corridor improvements, transit facilities, and utility systems, giving him a deep understanding of the types of projects central to Kirkland’s transportation goals. Contact: 253.202.9575  
[jalbert@furtadoassociates.com](mailto:jalbert@furtadoassociates.com)

# REFERENCES



## KIMBERLEY CORAZA

### CITY OF KIRKLAND

#### **132nd Ave Crossing Kirkland, WA.**

DKS led a multi-disciplinary consultant design team for this safety improvement project. The project removed barriers on the CKC Trail by installing a new trail crossing with a Pedestrian Signal at Slater/132nd Avenue NE. The project also rechannelizes 132nd/ Slater Ave to add new bike lanes, a median island, sidewalks, ADA curb ramps, bicycle ramps, pavement grinding and overlay, illumination, and the removal of rail track, infrastructure, ROW, and SEPA. The project also modifies the traffic signal at the NE 124th Street and Slater Ave intersection, installing a new mast-arm pole for the eastbound right-turn slip lane behind the chop island, improving curb ramps and APS pushbuttons, and installing a new fiber-optic interconnect between these two signals. The DKS team evaluated the bicycle and vehicle sight triangle at the proposed crossing. DKS was instrumental in assessing the crossing control for safety and efficiency, and working with the city to change the crossing control from the original Pedestrian Hybrid Beacon (PHB) signal to a Pedestrian Signal for improved pedestrian and bicycle safety.

#### **Contact:**

kcoraza@kirklandwa.gov  
425.587.3244

## MARCOS MCGRAW

### CITY OF GIG HARBOR

**Gig Harbor Wollochet Drive NW/ Wagner Way Intersection Improvement, WA.** DKS worked alongside the City of Gig Harbor for a new signal and pedestrian crossing enhancement project at the Wollochet Drive NW/Wagner Way intersection. The project upgraded the intersection with a new traffic signal, ADA ramps, pavement grinding and overlay, bike lanes through the intersection, street lighting, a rapid flashing beacon (RRFB) at a nearby trail crossing, cement concrete

crosswalks, sidewalks, ADA-compliant curb ramps, and driveways. The scope also included a traffic study, pedestrian crossing study, and traffic control plans. DKS supported the City in securing a TIB grant for construction.

#### **Contact:**

mmcgraw@gigharborwa.gov  
253.853.2647

## AUDRIE STARSY

### CITY OF SAMMAMISH

#### **City of Sammamish On-Call, WA.**

DKS has worked alongside the City of Sammamish staff to complete long-range plan updates, concurrency testing, and design reviews. These tasks include updates to the Transportation Master Plan, development of a Bicycle and Pedestrian Mobility Plan, and a Travel Demand Model update.

#### **Contact:**

AStarsy@sammamish.us  
425.295.0572



## WHITNEY OJALEHTO

### CITY OF LAKE STEVENS

#### **City of Lake Stevens On-Call, WA.**

Toole Design is currently serving as an on-call transportation services provider to the City of Lake Stevens, delivering flexible and responsive support across a range of planning, engineering, and operational tasks. Our team provides multidisciplinary expertise—including operations analysis, multimodal safety review, policy development, and engineering judgment—tailored to the scale and urgency of each task order.

#### **Contact:**

wojalehto@lakestevenswa.gov  
425.622.9453



## SARAH SAVISKAS

### CITY OF SEATTLE

#### **West Seattle Ballard Link Extension Station Access and Public Realm Planning, WA.**

Nelson\Nygaard was selected to lead a team to identify and eliminate access barriers to future WSBLE stations and create visionary street concept plans that support safe, convenient passenger access and a vibrant public realm.

**Contact:**

wojalehto@lakestevenswa.gov

425.622.9453



# APPENDIX - RESUMES



## JERRY LIU, PE, PTOE, RSP1

### PROJECT MANAGER, DESIGN LEAD

Jerry Liu is a Senior Project Manager with more than **32 years of experience in transportation planning, traffic engineering, and civil design for local and state agencies**. He has extensive experience managing on-call contracts, providing responsive support to public agency staff through a wide range of task orders—from quick-turn traffic analyses and safety evaluations to full PS&E delivery.

### SELECT EXPERIENCE

**Kirkland Pedestrian Safety Project, WA.** Jerry managed a multi-discipline consultant design team for this federally funded safety improvement project. The project is restriping the central way corridor with island modification, bike lanes, lighting analysis, modifying one traffic signal to improve traffic operation, signing, and installing two new Pedestrian Hybrid Beacon (Hawk) signals on NE 124th St for pedestrian safety. Jerry led the team on the final PS&E package preparation, coordinated with WSDOT on the project, and supported the construction. Parametric is the civil partner on the project, and is working with DKS on survey, sidewalk, ADA curb ramp, median island modification, and striping design.

**Kirkland 132nd Ave NE/Alster Ave Trail Crossing, WA.** As the PM and lead engineer, Jerry managed a multi-discipline consultant design team for this safety improvement project. The project included a new enhanced trail crossing with a Pedestrian signal for the CKC Trail at 132nd Avenue NE. The project included re-channelizing 132nd/ Slater Ave for new bike lanes, median island, sidewalks, curb ramps, bicycle ramps, pavement grinding and overlay, illumination, and SEPA. The project also modifies the traffic signal at NE 124th Street and Slater, improving the eastbound right turn lane behind Chop Island and installing a new fiber optic interconnect between these two signals.

**City of Sequim On-Call Signal Design, WA.** Jerry managed this on-call and helped the city with planning, traffic impact studies, Intersection Control Evaluations (ICE), and engineering design. Jerry delivered a PS&E package for improving traffic signal systems at Washington St and 3rd Ave on Sequim Ave. The signal upgrade includes ADA curb ramp compliance, accessible pedestrian signals (APS), flashing yellow arrow (FYA) left turn, and signal communications with other signals along the corridor. Jerry also provided construction support on another signal designed by another team.

**Ben Franklin Transit On-Call, Pasco, WA.** Jerry is the overall contract manager and design lead for this on-call. DKS provided transportation planning, traffic engineering design, and concept development, including planning and design for BFT's Queensgate Transit Center, the Pasco downtown Transit Center on 22nd Ave, and Frequent Service Corridor improvements. Our services included identifying pedestrian and vehicle circulation, pedestrian watershed analysis, pedestrian access improvements, traffic operations improvements, traffic engineering design, roadway channelization, and signing.

### PROFESSIONAL HIGHLIGHTS

#### YEARS OF EXPERIENCE

33 Total

#### EDUCATION

MS, Civil Engineering,  
Florida State University

BS, Highway and Urban  
Roads, Tongji University

#### REGISTRATIONS & CERTIFICATIONS

Washington Professional Civil  
Engineer No. 40628

Professional Traffic Operations  
Engineer® (PTOE), No. 1904;

Road Safety Professional  
Level 1 (RSP1), No. 942

# APPENDIX - RESUMES



## SELECT EXPERIENCE

**Island Crest Way, Mercer Island, WA.** DKS evaluated the existing corridor lighting and proposed multiple levels of lighting improvement needs. DKS also design of two new RRFB crossings and a new pedestrian signal at Island Park Elementary school. DKS performed lighting analysis and design for these RRFBs crossing and the traffic signal intersection; performed the traffic signal warrant analysis for the pedestrian signal and confirmed to change away from the original HAWK signal design concept. DKS also

helped the City with PSE applications for new services.

**Gig Harbor 38th Ave Corridor Improvements, Gig Harbor, WA.** This project includes adding bike lanes, sidewalk, planter strip, and pedestrian lighting on the east side of the 38th Ave between 56th Street and Hunt Street; and installing a new roundabout at 38th Ave and 56th St intersection. It also includes incorporating previous surfaces and other LID stormwater elements to reduce runoff, provide flow control, and water quality treatment. DKS led the design of street and pedestrian lighting, and RRFB design at the roundabout.

**Gig Harbor Wollochet Drive NW/ Wagner Way Intersection Improvement, Gig Harbor, WA.** The project is adding a new traffic signal at the Wollochet Drive NW/ Wagner Way Intersection, grinding and overlay, adding a new bike lane through the intersection, street lighting, RRFB on a trial crossing, cement concrete crosswalks, sidewalk, ADA curb ramps, and driveways. The project also includes a traffic study, pedestrian crossing study, and traffic control plans. Jerry is the project manager and engineer of record. Jerry assisted the city win a TIB grant for the construction.

**76th Ave SE Mid-block Crossing, Mercer Island, WA.** The project is adding a new middle block crosswalk with RRFB by the Mercer Island golf club in downtown Mercer Island. The project includes new curb ramps, refuge island with patterned color surfacing, street lighting, sidewalk, channelization, and traffic control plans. DKS used existing power service away from crossing and removed the need of a new service cabinet. Jerry was the Project Manager and led the team developed the preliminary and final PS&E package.

# APPENDIX - RESUMES



## WINTANA MILLER, PE, PTOE

### PRINCIPAL-IN-CHARGE, PLANNING LEAD

Wintana has over 20 years of experience in transportation planning and traffic engineering, specializing in corridor analysis, multimodal operations, travel demand forecasting, and feasibility studies for public agencies throughout the Puget Sound region. She has supported planning and engineering efforts for cities including Kirkland, Seattle, Bellevue, Redmond, Shoreline, and Tacoma, as well as King County Metro and Sound Transit, leading traffic analyses, alternatives evaluations, and operational modeling using tools such as Synchro, Vissim, EMME, Visum, and Dynameq.

### PROFESSIONAL HIGHLIGHTS

#### YEARS OF EXPERIENCE

20 Total

#### EDUCATION

MS, Transportation Engineering, University of California, Berkeley

BS, Civil Engineering, Massachusetts Institute of Technology

#### REGISTRATIONS & CERTIFICATIONS

Washington Professional Engineer, No. 50091

Professional Traffic Operations Engineer, No. 3517

### SELECT EXPERIENCE

**Kirkland Impact Fee Update, WA.** Wintana led the travel demand modeling to support the update to the City of Kirkland's transportation impact fee.

Wintana worked with the cities of Kirkland and Bellevue to update the Bellevue-Kirkland-Redmond (BKR) travel demand model to reflect up to date future land use assumptions. Wintana's team edited the roadway network to incorporate capacity projects planned within Kirkland's Capital Facilities Plan and used the BKR model to determine any existing deficiencies and the extent to which each project accommodated trips associated with growth within the City of Kirkland. Wintana worked with the City to finalize the appropriate methodology to estimate person trip growth using both the BKR model and ITE trip generation rates.

**City of Issaquah City-Wide Transit Study, WA.** As the project manager, Wintana worked alongside the City of Issaquah to develop a city-wide transit study that identified transit needs as well as goals and policies to be adopted into the city's Mobility Master Plan. DKS led a city-wide transit evaluation, including the existing network, current transit performance, and commute patterns. DKS also led the community engagement plan, focusing on equity-based outreach and stakeholder engagement.

**Sammamish Bicycle and Pedestrian Mobility Plan, WA.** Serving as project manager, Wintana led development of the City's first Bicycle and Pedestrian Mobility Plan aligned with its newly adopted multimodal level of service (MMLOS) framework. Wintana oversaw systemwide evaluation of bicycle and pedestrian level of traffic stress (LTS) consistent with WSDOT guidance and assessed existing and future network performance incorporating TIP projects. She developed facility selection guidelines tied to roadway characteristics and LTS goals, established a prioritization framework using MMLOS, safety, and connectivity metrics, and prepared planning-level cost estimates for priority projects for inclusion in the City's TIP. Wintana led stakeholder and public engagement, facilitating City workshops, hosting community meetings, and deploying an interactive mapping tool that generated over 260 public comments.

# APPENDIX - RESUMES



## SELECT EXPERIENCE

**Traffic Engineering and Transportation Planning On-Call, Sammamish, WA.** Through this on-call with the City of Sammamish, Wintana's team provided extension of staff services, including TIA review, design review, concurrency testing, and model updates of the city's travel demand model in Visum. Through this on-call, Wintana's team also helped the City complete and adopt its first Transportation Master Plan and its first Bicycle and Pedestrian Mobility Master Plan.

**East 25th Street One-Way/Multimodal Traffic Feasibility Study, Tacoma, WA.** Wintana oversaw the modeling for the traffic analysis of the proposed East 25th Street One-Way Conversion project. The analysis focused on the Dome District and redistributed traffic that will result from the removal of the westbound lane of traffic on East 25th Street from East G Street to East D Street. The analysis accounted for the Amtrak relocation to Freight House Square, Sounder and other heavy rail, Sound Transit Link Light Rail, buses to and from the Transit Center, pedestrians, bicyclists and special events associated with the Tacoma Dome.

**City of Shoreline Traffic Engineering/Design On-Call, WA.** Wintana oversees this on-call contract with the City of Shoreline. On-call tasks have included design plan reviews and oversight, lighting analysis, TIA reviews, and GIS mapping support. Through this on-call, DKS also reviewed the city's Neighborhood Traffic Safety Program and conducted a study of its arterial speed limit policy, resulting in recommendations presented to the City Council.

**City of Tacoma Pacific Avenue Signal Timing, WA.** Serving as principal in charge for the project, Wintana oversaw the development of signal timing plans for Pacific Avenue (SR 7) corridor that optimized arterial progression and reduced delays for the AM, Midday and PM peak periods. The project also implemented the City of Tacoma's first Leading Pedestrian Intervals (LPIs). To support the City in their development of a LPI policy, DKS provided a review of recommendations and best practices. DKS assisted the City in implementation of the LPIs and the optimized signal timing plans through in-field fine tuning with City of Tacoma signal technicians.

**Pasco Traffic Impact Analysis Review On-Call, WA.** Wintana was the Principal in Charge for the on-call contract between the City of Pasco and DKS. Through dozens of task orders, DKS reviewed TIAs and summarized comments and recommendations for Pasco. DKS has reviewed several TIAs for a variety of different developments across the City, working with the City of Pasco to determine if a TIA was performed with sound engineering practices, fair and reasonable assumptions, and transportation analysis methods that are current and applicable.

**King County Metro Speed and Reliability On-Call, WA.** Wintana's team successfully completed a wide variety of projects under this on-call contract supporting King County Metro's Speed and Reliability Program. Task orders under this contract included bus stop capacity analysis in downtown Seattle; planning level corridor studies to identify potential speed and reliability projects for implementation via future funding opportunities; a micro-simulation analysis evaluating the effectiveness of several potential improvements on a busy multi-modal corridor entering downtown; and an evaluation of crossing interactions between transit, traffic and pedestrians on a college campus. Speed and reliability improvements evaluated included signal timing and phasing improvements, transit signal priority, queue jumps, and channelization changes.



## Fee Schedule

Effective January 1, 2026 through December 31, 2026

Grade	Hourly Rate	Grade	Hourly Rate
Grade 5	75.00	Grade 37	235.00
Grade 6	80.00	Grade 38	240.00
Grade 7	85.00	Grade 39	245.00
Grade 8	90.00	Grade 40	250.00
Grade 9	95.00	Grade 41	255.00
Grade 10	100.00	Grade 42	260.00
Grade 11	105.00	Grade 43	265.00
Grade 12	110.00	Grade 44	270.00
Grade 13	115.00	Grade 45	275.00
Grade 14	120.00	Grade 46	280.00
Grade 15	125.00	Grade 47	285.00
Grade 16	130.00	Grade 48	290.00
Grade 17	135.00	Grade 49	295.00
Grade 18	140.00	Grade 50	300.00
Grade 19	145.00	Grade 51	305.00
Grade 20	150.00	Grade 52	310.00
Grade 21	155.00	Grade 53	315.00
Grade 22	160.00	Grade 54	320.00
Grade 23	165.00	Grade 55	325.00
Grade 24	170.00	Grade 56	330.00
Grade 25	175.00	Grade 57	335.00
Grade 26	180.00	Grade 58	340.00
Grade 27	185.00	Grade 59	345.00
Grade 28	190.00	Grade 60	350.00
Grade 29	195.00	Grade 61	355.00
Grade 30	200.00	Grade 62	360.00
Grade 31	205.00	Grade 63	365.00
Grade 32	210.00	Grade 64	370.00
Grade 33	215.00	Grade 65	375.00
Grade 34	220.00	Grade 66	380.00
Grade 35	225.00	Grade 67	385.00
Grade 36	230.00	Grade 68	390.00

- Project expenses will be billed at *cost plus ten percent* for service and handling. Project expenses include project-related costs such as reproduction through outside services, transportation, subsistence, delivery/postage, and vendor and subcontractor services.
- All invoices are due and payable within 30 days of date of invoice. Invoices outstanding over 30 days will be assessed a 1 1/4 percent service charge, compounded, for each 30 days outstanding beyond the initial payment period. Service charges are not included in any agreement for maximum charges.
- Expert witness services and deposition time will be billed at the rates listed above, *plus a 25% markup*.

# Kirkland Transportation Planning & Engineering On-Call - DKS

Furtado & Associates

Prepared: 5/1/2026

<b>2026 Position</b>	<b>2026 All-Inclusive Billing Rate</b>
President	\$420.00
Senior Vice President	\$355.00
Vice President	\$320.00
Principal	\$275.00
Senior Principal	\$330.00
Department Manager	\$255.00
Land Surveyor, LSIT	\$160.00
Survey Manager I	\$190.00
Survey Manager II	\$225.00
Survey Manager III	\$270.00
Civil CAD Manager	\$205.00
Deputy Project Manager	\$260.00
Project Manager I	\$175.00
Project Manager II	\$200.00
Project Manager III	\$240.00
Senior Project Manager	\$330.00
Surveyor I	\$90.00
Surveyor II	\$100.00
Surveyor III	\$110.00
Field Team Lead	\$135.00
Field Team Lead, Senior	\$155.00
Field Team Lead, Senior Managing	\$180.00
Field Team Lead, Principal	\$190.00
Senior Survey Technician	\$168.00
GIS Technician I	\$90.00
GIS Technician II	\$100.00
GIS Technician III	\$120.00
GIS Technician IV	\$133.00
GIS Technician V	\$150.00
GIS Technician VI	\$165.00
GIS Technician VII	\$180.00
Engineering Technician I	\$90.00
Engineering Technician II	\$98.00
Engineering Technician III	\$110.00
Engineering Technician IV	\$125.00
Engineering Technician V	\$138.00
Engineering Technician VI	\$155.00
Engineering Technician VII	\$168.00
Engineering Technician VIII	\$184.00
Engineering Technician IX	\$200.00
Civil Engineer I	\$130.00
Civil Engineer II	\$152.00
Civil Engineer III	\$180.00
Project Engineer	\$220.00
Engineering Department Manager	\$250.00

**Kirkland Transportation Planning & Engineering On-Call - DKS**

Furtado & Associates

Prepared: 5/1/2026

<b>2026 Position</b>	<b>2026 All-Inclusive Billing Rate</b>
Document Control Specialist I	\$145.00
Document Control Specialist II	\$190.00
Construction Inspector I	\$140.00
Construction Inspector II	\$195.00
Construction Inspector III	\$240.00
Construction Manager I	\$170.00
Construction Manager II	\$215.00
Construction Manager III	\$280.00
Project/Office Administrator I	\$105.00
Project/Office Administrator II	\$120.00
Senior Project/Office Administrator	\$180.00
HR/Office Manager	\$150.00
Controller	\$190.00

## Nelson\Nygaard Billing Rates

Billing Rate Classification	Hourly Rate
Intern	100.00
Associate 1	135.00
Associate 2	155.00
Associate 3	165.00
Senior Associate 1	175.00
Senior Associate 2	195.00
Associate EIT 1	130.00
Associate EIT 2	155.00
Associate EIT 3	165.00
Associate Engineer 1	145.00
Associate Engineer 2	170.00
Associate Engineer 3	180.00
Senior Associate Engineer 1	200.00
Senior Associate Engineer 2	220.00
Assistant Manager	200.00
Manager	210.00
Senior Manager	260.00
Associate Principal 1	215.00
Associate Principal 2	225.00
Principal 1	235.00
Principal 2	255.00
Principal 3	275.00
Senior Principal 1	290.00
Senior Principal 2	320.00
Senior Principal 3	340.00
Senior Principal 4	370.00
Administrative Assistant	110.00
Senior Project Assistant	125.00
Project Accountant	165.00
Senior Project Accountant	180.00

## ATTACHMENT B – TOOLE RATES

Category	Year 1 – Through March 2027
Principal	\$386.00
Engineering Lead III	\$330.00
Engineering Lead II	\$296.00
Engineering Lead I	\$258.00
Senior Engineer	\$232.00
Project Engineer II	\$206.00
Project Engineer	\$184.00
Engineer III	\$164.00
Engineer II	\$140.00
Engineer	\$128.00
Technician Manager	\$172.00
Technician	\$100.00
Planning Lead III	\$342.00
Planning Lead II	\$276.00
Planning Lead	\$238.00
Senior Planner	\$216.00
Project Planner II	\$190.00
Project Planner	\$178.00
Planner III	\$162.00
Planner II	\$144.00
Planner	\$124.00
Senior Designer	\$210.00
Designer II	\$218.00
Designer	\$108.00
GIS Specialist	\$198.00
GIS Analyst	\$150.00
Graphic Designer	\$100.00
Graphic Designer II	\$124.00
Graphic Designer I	\$164.00
Intern	\$96.00
Landscape Architect Lead	\$280.00
Senior Landscape Architect	\$208.00
Landscape Architect	\$178.00
Admin	\$148.00

Rates do not include reimbursable expenses

Employees may change classification during contract period

**SAMPLE TASK ORDER TEMPLATE**

Company letterhead

Date

Staff Member name  
City of Kirkland  
Public Works (or other department if identified)  
123 5<sup>th</sup> Avenue  
Kirkland, WA 98033

Re:Task Order Project Name

Dear (Staff Member name):

This letter shall serve as our proposal for Transportation Planning and Engineering Program scope and services for the above referenced project.

Staff initials	Hourly Rate	Task	Estimated Hours	Cost

Total: \$X,XXX.00

The cost to complete the work above will not exceed the above total amount without prior written amendment to this proposal. We reserve the right to redistribute the total budget to specific tasks as deemed appropriate to complete the scope of services.

The proposal is valid for six months from the date it was prepared.

Please note that the work described in this proposal will be conducted and performed diligently, completely and in accordance with professional standards of conduct and performance.

Conclusions, comments and questions will be based on interpretation of information currently available to us, and will be made within the above scope and budget for this project. No warranty is expressed or implied.

Please contact with any questions.

Sincerely,  
CONSULTANT:

CITY OF KIRKLAND:

By: \_\_\_\_\_  
[Printed Name]  
[Title]

By: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_