



**Washington State
Department of Transportation**

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01/27/2025

TO: Office of Financial Management (OFM)
ExemptionRequest@ofm.wa.gov

FROM: Julie Meredith, PE
Secretary of Transportation, WSDOT

SUBJECT: January 27th, 2025, WSDOT Governors Freeze Submittal

This memo serves as the signature by the Agency Director for the exceptions reported by Washington State Department of Transportation.

Included attachment outlines the exceptions and describes why the exceptions were necessary to provide critical services related to the two-week reporting timeframe.

Two week reporting period:
January 11th, 2025 – January 24th, 2025

Report Submittal Date:
January 27th, 2025


Summary of detailed exceptions:
Goods and Equipment Total Cost: \$443,699.20

Services Contracts Total Cost: \$10,859,986.40

Travel Approved Total Cost: \$2,940.82

Number of Positions Hired: 20

Thank you,


Julie Meredith, PE
Secretary of Transportation

Hiring Freeze Exception Report to OFM

Agency:
 Program:
 Agency Director signature:

Date Approved	Date of Hire	SAP Position Number (8 digits)	Position Title	Job Class Code	Job Class Title	Fund Source	Rationale for Approving Exception
	1/1/2025	70057363	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/1/2025	70132884	DESIGN & CITY COORDINATION ENGR MGR	WMS03	WMS BAND 3	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/1/2025	71106534	TRANSPORTATION ENGINEER 4	530N	TRANSPORTATION ENGINEER 4	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/1/2025	71108438	REGIONWIDE MAINTENANCE SUPERINTENDENT	WMS02	WMS BAND 2	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/13/2025	71108435	IT PROJECT MANAGEMENT - IT MANAGER	486PM	IT PROJECT MANAGEMENT - MGR	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	70056450	ASST SEC, MULTIMODAL DEVLPT & DELIVERY	B4120	ASST SEC, MULTI-MODEL DEVLPT & DELRY-DOT	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	70057872	FISCAL ANALYST 3	143K	FISCAL ANALYST 3	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	70058944	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	70063189	TRANSPORTATION ENGINEER 1	530K	TRANSPORTATION ENGINEER 1	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	70064277	IT SYSTEM ADMIN - SR/SPEC	484SA	IT SYSTEM ADMIN - SR/SPEC	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71012377	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71066728	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71088650	TRANSPORTATION ENGINEER 4	530N	TRANSPORTATION ENGINEER 4	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71099300	HUMAN RESOURCE CONSULTANT 4	119H	HUMAN RESOURCE CONSULTANT 4	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71107251	TRANSPORTATION PLANNING SPECIALIST 4	543H	TRANSPORTATION PLANNING SPECIALIST 4	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71108064	HUMAN RESOURCE CONSULTANT 2	119F	HUMAN RESOURCE CONSULTANT 2	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71108088	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71108383	PROGRAM ASSISTANT	M0226	PROGRAM ASSISTANT	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	70132845	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024
	1/16/2025	71103750	TRANSPORTATION ENGINEER 1	530K	TRANSPORTATION ENGINEER 1	TRANSPORTATION	ACTION IN PROCESS PRIOR TO 12/2/2024

Contracts Freeze Exception Report to OFM

Agency:
Program:
Agency Director signature:

Date Approved	Name of Contractor	Brief Description of Services	Term of Contract	Total Cost	Fund Source	Rationale for Approving Exception
1/13/2025	HDR Engineering Inc	Y11848 DE - A&E consultant for SR 520 Program Environr	12 months	50,000.00	20H - Connecting Washington Account	Project/activity is appropriated in the 2023-25 Transportation Budget; funding is provided by bond proceeds.
1/14/2025	Exeltech	Provide construction support for a noise wall project that	This is additional funding to be	30,000.00	Connecting Washington Account	This additional engineering work is necessary to be able to safely complete the work described in this active construction contract.
1/14/2025	To be determined	Reviews medical bills that WSDOT pays for WSF ferry ves	6 years most likely	-	WSF pays for this service. Org 365010. Same as last contract (K1625).	It is a contract that is exempt from the freeze because it is necessary to continue agency operations. This contract ensures the healthcare providers for our injured WSF workers are paid appropriately per requirements.
1/7/2025	Rizing	Annual software maintenance for Rizing Productivity Too	1/1/2025 - 12/31/2025	13,896.80	108	This software supports the critical agency activities to meet federal Highway Performance Monitoring System reporting requirements for data used to allocate Federal funding for WA state highway preservation and improvements.
1/16/2025	Colette Holt & Associates	WSDOT Aviation, with the assistance of WSDOT OECR, is conducting a Federal Aviation Administration (FAA) funded Statewide Airport Disadvantaged Business Enterprise (DBE) Program Disparity Study to determine what, if any, discrimination and barriers may exist resulting in a significant variance of availability versus utilization of businesses that perform contracting for airport projects.	January 2025 - July 31, 2026	1,053,350.00	90% 320 (federal) / 10% 310 (state)	WSDOT Aviation Division in partnership with WSDOT's Office of Equity & Civil Rights (OECR) has been preparing for this study since September 2023. The consultant for this study was selected through a qualifications-based process in January 2024. Subsequently, WSDOT, the consultant, and FAA finalized the scope of work and conducted an Independent Fee Estimate per FAA requirements. WSDOT received a grant from the FAA in August 2024 providing 90% funding for the study. Per the terms of the grant, the grant WSDOT must complete the study without undue delay. If WSDOT does not move forward with this study, the grant will fall into "inactive" status which could jeopardize WSDOT's ability to receive future grant offers.
1/17/2025	Daikin	A valve on the Chiller unit has failed and leaking coolant. The chiller unit provides cooling to the agency's core network devices to ensure proper operating temperatures. The leaking coolant could pose a safety hazard and needs to be cleaned up. The valve needs repair to stop the leak and Chiller will need coolant refilled to ensure proper operation.	Break-Fix	25,000.00	5M8244 317310 EK01	1) Leaking coolant could potentially be a safety hazard. 2) If the agency core network overheats and shuts down, WSDOT internal and public network services would cease to function.
1/22/2025	HDR	GEC project administration and management support for FRA Corridor Identification and Development high-speed rail grant. This is under master agreement Y12915.	48 months	2,498,739.60	90% federal and 10% state (26A - CCA)	This task order supports work that is necessary to meet WSDOT's grant obligations under the FRA Corridor Identification and Development Program cooperative agreement for high-speed rail. The cost includes 90% federal funding and 10% state match.
1/22/2025	HDR Engineering Inc	Y11848 EM - A&E consultant service support for Right-of-Way Certification and Real Estate Services with the focus on surplus properties and turnback agreements.	12 months	303,000.00	20H - Connecting Washington Account	Project/activity is appropriated in the 2023-25 Transportation Budget; funding is provided by bond proceeds.
1/15/2025	WSP	Description of services include development of Columbia River Bridge design-build procurement documents (RFQ, IFP, Industry Draft RFP, Final RFP), all necessary meetings and workshops needed during the development of the procurement documents, support during SOQ Evaluation, and support during Proposal Evaluation and task order amendment close-out.	1/2025-1/2027	6,720,000.00	26P	The purpose of this freeze exception request is to allow an amendment to an existing task order with our general engineering consultants for the Interstate Bridge Replacement Program (a bi-state managed and funded program) to continue with critical procurement work associated with the Columbia River Bridge (CRB) Design-Build project. The scope of work associated with this task order amendment for the CRB procurement work (covered under this freeze exception request) would allow the IBR Program to proceed with work that began prior to the implementation of the state freeze directive issued by Governor Inslee on December 2, 2024. The CRB procurement work is on the critical path for construction of the Columbia River Bridge, which is currently planned to begin in September of 2027. WSDOT and ODOT have executed a bi-state agreement that requires all expenditures by the program are split 50/50 between the states. The funds associated with this freeze exception request are not funded exclusively from private or federal funding sources (per OFM exemption requirements), however a majority of the funding for the IBR program this biennium does come from private (through Oregon funds) or federal (more ahead Washington federal formula funds). Washington and Oregon have appropriated a total of \$387.5M to the IBR Program in the 23-25 biennium with \$250M coming from Oregon and \$137.5M from Washington. Of the Washington funds appropriated, \$43M is identified as state funds with the remainder federal. This amendment will not over obligate the appropriations for the program but is necessary for the program to stay on schedule and reach construction.
1/23/2025	HDR Engineering Inc	Y11848 EH - A&E consultant support for Independent Noise Monitor required under city issued permit.	2 months	76,000.00	20H - Connecting Washington Account	Project/activity is appropriated in the 2023-25 Transportation Budget; funding is provided by bond proceeds.
1/24/2025	Diane Branson	Diane Branson has been working with the Washington State Ferries for nearly three years on developing and implementing WSF Vision, Values & Operating Principles. Her work began in WSF Operations with tremendous success. When the Operations Director became the Assistant Secretary for Ferries in March 2024, he enlisted Diane's assistance implementing WSF Vision, Values & Operating Principles. This work is well underway and has been continuing under the Department of Enterprise Services' (DES) G2G Lean Consulting Program. The G2G Lean Consulting Program was a consortium of organizational consultants that could be used for a variety of purposes. DES canceled the G2G Lean Consulting Program contract on December 31, 2024, impacting WSF's ability to continue using Diane's services.	11 months	90,000.00	109	WSF is working with DES on a sole source contracting approval to continue using Diane on our journey to implement WSF's Vision, Values & Operating Principles as if the contract through DES were still in place. Starting over with another consultant would set the agency back at least a year or more and keeping this momentum is key to WSF's positive culture change initiative that we've embarked on.

10,859,986.40

Goods and Equipment Freeze Exception Report to OFM

Agency:
Program:
Agency Director signature:

Date Approved	Description of Goods or Equipment	Total Cost	Fund Source	Rationale for Approving Exception
1/24/2025	Rubrik backup services	443,699.20	SM8247 21 YC01 EY03 317340	Rubrik is the application that controls all of the agency's backups for our production environment. These backups are required to restore data and services in the event of data loss or disaster

Travel Freeze Exception Report to OFM

Agency:
 Program:
 Agency Director signature:

Date Approved	Position Title	Total Cost	Fund Source	Rationale for Approving Exception
1/13/2025	Asst. Region Administrator for Construction	385.28	108	Statewide Project Engineers Meeting provides training related to position function.
1/13/2025	Project Engineer	385.28	108	Statewide Project Engineers Meeting provides training related to position function.
1/13/2025	NWR Assistant Regional Administrator	335.49	108	Statewide PE conference that was an already planned event.
1/13/2025	NWR Assistant Regional Administrator	335.49	108	Statewide PE conference that was an already planned event.
1/15/2025	Project Engineer	385.28	108	Statewide Project Engineers Meeting provides training related to position function.
1/15/2025	Community Transportation Planner (TP54)	76.00	218	Employee is leaving WSDOT/Public Transportation Division and is driving her own POV from official residence to Olympia, Headquarters building to return equipment, such as computer, keyboard, monitors.
1/16/2025	Project Engineer	338.00	Construction project funds	The Statewide Project Engineers Meeting meets the OFM Travel Freeze exemption criteria because this training is essential to the position responsibilities for the staff who attend.
1/3/2025	Director of Active Transportation	350.00	100% Sponsored trip. Transportation Improvement Board (TIB)	Barb Chamberlain is on the transportation improvement board as a committee member. There is no virtual meeting option and this is a sponsored trip, paid for by the TIB at 100%.
1/14/2025	Assistant Project Engineer	350.00	108	Traveling for Partnering and Conflict Resolution training class. This will develop my skills for my current employment position.
		2,940.82		