



**Washington State  
Department of Transportation**

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06/16/2025

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

FROM: Julie Meredith, P.E.  
Secretary of Transportation, WSDOT

SUBJECT: June 16<sup>th</sup>, 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:**

June 1<sup>st</sup> – 14<sup>th</sup>, 2025

**Report Submittal Date:**

June 16<sup>th</sup>, 2025

**Summary of detailed exceptions:**

Goods and Equipment Total Cost: \$30.5M

Services Contracts Total Cost: \$12,000

Travel Approved Total Cost: \$4,000

Number of Positions Hired: 4

Thank you,

A handwritten signature in blue ink that reads "Julie Meredith".

Julie Meredith, P.E.  
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
14-May-25		71109829	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	Position works in the Materials Lab and approves construction materials not found in the Qualified Products list.
19-May-25		71058534	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	Position is in the Southwest Region Traffic Office and performs traffic safety duties.
22-May-25		71110030	TRANSPORTATION PLANNING TECHNICIAN 3	544J	TRANSPORTATION PLANNING TECHNICIAN 3	TRANSPORTATION	Position works in in Commercial Vehicle Services and does oversize/overweight permitting.
01-Jun-25		71110054	TRANSPORTATION ENGINEER 4	530N	TRANSPORTATION ENGINEER 4	TRANSPORTATION	This position is the Assistant Field Exploration Manager in the Geotechnical Office.

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
6/2/2025	Parametrix	Provide staff augmentation support to the WSDOT Bridge and Structures Office to help deliver preservation and improvement projects. Parametrix will be assigned work items that exceed the internal capacity of Bridge and Structures Office staff.	This is an extension to and additional funding for an existing contract. The new end date will be a three-year extension with a new end date of 12/31/2028.	3000000	Various P and I work orders.	This work is necessary to deliver preservation, improvement and fish passage projects as directed by the legislature. Without this staff augmentation support for structures work, we would fail to achieve the legislature's direction for delivery. Also, this provides authorization to add \$3,000,000 to the agreement, but we are not obligated to spend this additional funding. Should there be a change in workload, the agreement with Parametrix allows us to scale this funding back accordingly without any sort of penalty or consequence.
6/3/2025	Canine Forensics Foundation	Brief Description of Services: Survey work conducted by specialized human remains detection dogs and handlers over 18 acres within the WSDOT right of way and WA State Parks property to help us better understand sensitive areas for cultural resources and to be	Through 12/31/2026	23500	108	This work is necessary to continue Section 106 review for the Northbound I-5 East Fork Lewis River Bridge Replacement Project and the ongoing project development process.
6/3/2025	Parametrix	This is a new task order under an existing agreement to prepare conceptual plans for a design-build fish barrier correction project.	06/05/2025 through 12/31/2025	95000	I4	This barrier correction is covered under the federal court injunction, so delivering this project is part of meeting the injunction. Also, this delivery id consistent with WSDOT's legislative budget direction.
6/3/2025	Microsoft	Renewal of the agency's Microsoft Unified Support contract grants WSDOT IT direct access to Microsoft subject matter expertise on critical Information Technology services. IT staff continually leverage Unified Support services for in-time training, awareness of Microsoft software lifecycles, familiarization with the latest Microsoft products, product implementation consultation, and escalated technical support in the event of outages related to SharePoint Online, Exchange (email), Teams, One Drive, Azure, server infrastructure, and a variety of other Microsoft products.	7/1/2025-6/30/2026	644760	C6	If we do not continue this service, WSDOT would lose access to Microsoft subject matter experts for assistance with reactive incidents and proactive initiatives. Additionally, WSDOT would lose access to discounted training workshops provided locally by Microsoft subject matter experts. Not renewing this contract would also negatively impact WSDOT's ability to leverage and implement the latest Microsoft technologies, like Office 365, Power Platform, CoPilot and Azure, which are critical to the agency's IT modernization efforts.
6/2/2025	STV Inc.	Speed Policy Implementation Guide: Provide technical support, training and informational materials, guidance document development for speed limit policy and implementation for local jurisdictions. Supports Safe System Approach Safer Speeds priority for traffic safety.	Task order for delivery by 8/29/25 with option to extend to 12/28/25. Under existing master agreement Y-12918, termination date 3/1/29.	181796	26M-1	Setting appropriate speeds to save lives is a top priority for implementation of the Safe System Approach. The WSDOT safety action plan identified the need for training materials to increase understanding and implementation in local agencies to help achieve the state's policy goal of zero traffic deaths. Several agencies have time-sensitive projects under development that make this guidance essential at this time.
6/3/2025	Clarity Consulting	This scope of work is focused on leadership and team development and support. This includes developing leader and team capability, aligning and progressing organizational culture change efforts, guiding strategy development and execution.	6/30/2027	252000	109	Moving this work forward is essential to the continued culture change efforts underway with the Washington State Ferries, a division of WSDOT. WSF is currently engaged in several major initiatives while also responding to the ongoing impacts of Covid, staffing shortages and an aging fleet. The Deputy Secretary and Deputy Assistant Secretary continue to focus the organization on three strategic priorities: Service Excellence, Improved Communications and Empowered People. The change effort they are leading includes focused work on culture change, process improvement, leadership development and management routines. This work is happening as a new Governor Administration is being established and during a difficult budgeting period for Washington State and amid a highly dynamic and changing federal environment.
6/4/2025	HDR Engineering Inc	Y12305 BB - A&E consultant services for Urban Mobility Access and Megaprograms; Program Management, Administration, and Strategic Communication Support	12 months	2224490	20H - Connecting Washington Account	Work/activity is appropriated in the 2025-27 Transportation Budget; funding is provided by bond proceeds.
6/5/2025	PRR	Support Customer Relations and Community Outreach for the NEPA phase of the	July 1, 2025 - December 31, 2026	634982	099	Preservation project
6/6/2025	GeoTerra	Aerial photogrammetric services - Multiple WSF terminal sites	05/30/2025 through 11/30/2025	39750	099	New orthophotos are required for the WSF Ferry Terminals due to changes to many of the terminals - updates to existing structures, which includes evaluating all additional structural changes. This is in support of maintaining the ferry terminals to ensure continued safe and effective passenger services.
6/6/2025	GeoTerra	Aerial LiDAR services - SR112 NOAA Climate Resilience Regional Challenge	05/15/2025 through 11/30/2025	52040	108	As part of the SR 112 NOAA Climate Resilience Regional Challenge (CRRC) grant work, this LiDAR data is being acquired to conduct a change analysis of the hillsides along this corridor to see where movement is occurring. This will help determine which landslides are active, and which landslides may be dormant. This lidar data will also help determine viable detour routes or alternative alignments for SR 112 in several different locations and provide additional geotechnical information and movement data on the active landslides along SR 112.
6/6/2025	GeoTerra	Aerial Photogrammetric services - SR112 NOAA Climate Resilience Regional Challenge	05/15/2025 through 11/30/2025	17295	108	As part of the SR 112 NOAA Climate Resilience Regional Challenge (CRRC) grant work, this imagery data is being acquired to conduct a change analysis of the hillsides along this corridor to see where movement is occurring. This will help determine which landslides are active, and which landslides may be dormant. This imagery will also help determine viable detour routes or alternative alignments for SR 112 in several different locations and provide additional geotechnical information and movement data on the active landslides along SR 112.
5/20/2025	NimbusNow/SHI	Configuration and implementation of Helix. Assessment and conversion of existing Remedy data and integrations to transition to Helix.	Contract to December 2025 with extension options to March 2026 as necessary	337035.6	SM8247 21 YC01 EY 03 317560	Critical primary solution for managing TSD activities and connects to HR and OFM for reporting and auditing is end of service. There are no security updates being published as of February 21, 2025 and vendor support is limited. The vendor is also in the midst of formally separating their ITSM business from other core business, causing concerns for availability and supportability going forward.
6/9/2025	Maul Foster & Alongi, Inc.	Amendment to continue services for internal and external agency coordination for public communications and outreach to ensure traffic, transit and freight mobility are coordinated and monitored as major construction impacts will affect all major Seattle-area highways including I-5, I-405, SR 520, and I-90.	1/16/2023 through 6/30/2026	126000	108, 09H, 20H, 26P	Continued coordination required for major construction impacts to affect all major Seattle-area highways including I-5, I-405, SR 520, and I-90.
6/9/2025	WSP USA	Amendment to continue specialized hazmat support that is in high demand for all projects still currently need. This is for payment of the current year renewal that was overlooked as the contract was renewed earlier this year.	3/13/2024 through 12/31/2026	780000	108, 706, 09H, 20H, 26P	The specialized hazmat support is in high demand for all projects due to the revised real estate policy.
6/10/2025	HaulHub	Electronic bidding allows contractors to submit bids remotely and avoid travel and hand delivery of wet-signed hard copies. It also reduces the number of bid errors and makes it easier for contractors to submit bids. It results in more bids and fewer bid errors, HaulHub's Agency Portal journey began with e-Ticketing, which laid the foundation to evolve into the EDOT Platform that has been released, and currently in use with, nearly 40 state transportation agencies. Building upon the nationwide success of e-Ticketing, EDOT expands the portal capabilities to encompass a wide range of tools to meet the agency's transforming needs. EDOT streamlines the e-Construction process by securely aggregating real-time ticketing data from any asphalt, ready-mix, or aggregate producer in a state, regardless of the ticketing solutions in place at the plant or job site. Entities using EDOT and AASHTOWare Project benefit from the bi-directional integration through the AASHTO OpenAPI.	June 30, 2025	12500	108	This provides critical functionality for the Construction Office's Contract Ad & Award processes. Without this system Contract Ad & Award would have to go back to accepting only wet-signed hard copies. This would require them to be in the office and we might need additional staff to process and enter the paper bids.
6/6/2025	HaulHub Technologies	The EDOT Platform is a proprietary software product owned by HaulHub, Inc., of Boston, Massachusetts. AASHTO and its licensees have been granted a license to use EDOT™ through an agreement with HaulHub, Inc.	1 year	12500	108	In accordance with Construction Bulletin #2024-02, WSDOT is requiring the use of the Washington State Department of Transportation e-Ticketing Portal system (WSDOT Portal) to collect, store, and share materials data to track and verify material deliveries. The WSDOT Portal is a significant step forward for our organization, continuing to make our job sites safer, more efficient, eliminating the need to track down paper tickets during the payment process and allowing use of our ticketing data in other E-Construction systems.

	The AASHTOWare Project Bids software streamlines the bidding process, providing transportation agencies with control over the bid letting process while facilitating bid submittal for contractors. Bidders are able to receive proposal item schedules and to submit and withdraw item bids in a secure, electronic environment. The AASHTOWare Project Bids software provides security and encryption functionality for bids submitted over the Internet. The AASHTOWare Project Bids software is designed to exchange data with the AASHTOWare Project Preconstruction software or similar systems. Item schedule data can be produced to assist with proposal creation and proposal information can be shared with many word processing, database, or spreadsheet systems. The AASHTOWare Project Bids software supports proposals with alternate sections or alternate items, lump sum and fixed price items, and the electronic distribution of amendments. Bidders simply open the AASHTOWare Project Bids file provided by the letting agency and enter line item prices for each item. The AASHTOWare Project Bids software calculates bid values as bidders work through the item list and alerts them if an item is accidentally omitted. The software facilitates import and export of item lists to allow for interaction with bid estimation systems commonly used by the contracting community.	1 Year	30500	108	The AASHTOWare Project Bids electronic bidding module allows contractors to submit bids remotely and avoid travel and hand delivery of wet-signed hard copies resulting in more bids, fewer bid errors and decreased number of bid rejections. The Contract Ad & Award Office uses AASHTOWare Project Bids application (SAAS) as a utility application that is installed on a user's computer and works with Infotech's BidX.com service. Additionally, electronic bid data is loaded to WSDOT systems by simple export/import functions saving staff time by reducing manual entry of bid information after bid opening and has been critical during the pandemic and telework.	
6/11/2025	AASHTOWare	This is the annual software maintenance renewal for our ILINX Enterprise Content Management (ECM) software licensing and maintenance.	1 year	229960.82	C6	ILINX is the agencies enterprise document management and workflow system and is critical to business processes across many of the departments within WSDOT.
6/11/2025	Image Source Inc	GEC support for VCS RFP evaluation (already completed), and future support post contract award work.	Contract end date is extended to June 30, 2025	58940	IW0122 PIN 990052E group 32; PIN 990052L group 33	Exception is needed so work can continue on VCS equipment procurement to meet electrification program goals, these items are long lead and need to get ordered right away.
6/10/2025	Hill International	Contract extension of Agreement Y12298 for support of the Washington State Safe Routes to School Network.	7/1/25-12/31/26	29621	26M-1	Supports the Safer Users component of the Safe System Approach, the cornerstone of the Strategic Highway Safety Plan (Target Zero), and supports healthy youth physical activity opportunities. Continued technical assistance to support activities of the WA State Safe Routes to School Network with meeting facilitation, training, and other elements enables this peer exchange group to focus on bringing their content expertise and thought leadership to the group to make a difference for.
6/11/2025	Alta Planning and Design	Y-11918 GEC support for the Gateway SR 167 project including 1b, 2a and 2b phases. Services include, but are not limited to project management, construction support; communications; and environmental & ESA support.	July 1, 2025 - June 30, 2026	13385498	20H	These services are necessary for successful, on schedule delivery of Gateway's SR 167 Project and to meet the statutory deadlines associated with project completion, including Federal milestone requirements associated with the Project's Federal funding.
6/11/2025	WSP & subconsultants	Support the Electrification Project 160 Auto Ferry Vessel Construction Management (160VCM) by providing design support and construction project management staff to assist WSF with the delivery of the first HE160AF.	12 months	3308208	PIN#: 990060A; WO# XL6928	Services needed to support the construction of HE160AF as enacted by the 25-27 approved budget.
6/9/2025	Hill International, Inc.	To support in the development of the 2025 Washington State Rail Plan in accordance with state and federal requirements.	March 31, 2026	1628452	218	This supplement funds completion of the 2025 Washington State Rail Plan to meet state and federal requirements. The work included in the supplement was part of the original master agreement, but some work elements were placed on hold so the existing budget could be used to purchase essential data. The need for that data was identified in the master agreement, but not the acquisition of it. Rather than further delay the rest of the project work, the master agreement was executed so the consultant team could start other tasks while the decision about the data purchase was finalized. This supplement restores the full scope of the master agreement.
	Kimley-Horn and Associates, Inc.					Shannon & Wilson have played a critical role since the inception of the effort to rewrite the GDM. Their technical expertise and historical knowledge of our design standards have been instrumental in ensuring the manual reflects both current best practices and the specific needs of our program.
						This additional funding is necessary to allow S&W to assist with comprehensive revisions and updates to all chapters, based on ongoing discussions with STATE, prior to final technical editing. At this stage, the work requires a highly detailed and meticulous approach to ensure accuracy, consistency, uniformity and alignment with the latest national and state standards. Currently, we do not have sufficient in-house capacity to complete this level of work within the timeline we've committed to.
						Without S&W's continued support, we estimate that finalizing the GDM would be delayed by more than two years. Such a delay would hinder our ability to provide updated and accurate design guidance to geotechnical staff and consultants. It may also impact project delivery timelines and result in continued reliance on outdated standards that no longer reflect current engineering practices or expectations.
6/12/2025	Shannon & Wilson	Support the State Geotechnical Office (SGO) and State Geotechnical Engineer in updating the WSDOT Geotechnical Design Manual (GDM).	12/31/2026	150041	108	Furthermore, investing in the timely completion of the GDM will yield long-term benefits in terms of improved design consistency, reduced risk, and higher quality project outcomes.
6/12/2025	Tabor 100	Tabor 100 provides WSDOT with office space through its HUB facility, centrally located in Tukwila. From this location, OECR and OMWBE can provide in-person technical business assistance, answer certification questions, and conduct WSDOT community outreach events. Office space includes a door, desk, office chair, and access to a high-speed internet connection.	From January 1, 2021 to June 30, 2026.	62500	S	OECR's offices are located at the southern end of Puget Sound, while the Tabor HUB center is centrally located in Tukwila. The facility offers private offices, cubicles, training rooms, large meeting spaces, and occasional-use hot-desks for rent and drop-in services for area agencies, as well as a monthly meeting place for Tabor 100. Tabor 100 is an association of entrepreneurs and business advocates who are committed to economic power, educational excellence, and social equity for African Americans and the community at large. This agreement allows the Statewide Outreach and Community Engagement coordinator to maintain a physical presence significantly nearer to the community we serve. This agreement also provides WSDOT with the opportunity to partner with regional governing entities to provide stable funding for the HUB. If this request were not approved, WSDOT would lose a centralized neutral location for the community to connect and interact with the agency.
6/11/2025	The Washington State Office of Minority & Women's Business Enterprises	Under this Agreement, OMWBE implements the certification portion of USDOT's Disadvantaged Business Enterprise Program. OMWBE's duties include performing Disadvantaged Business Enterprise certification application reviews, annual updates, complaint investigations, work scope reviews, removal of firms no longer eligible, and other requirements of 49 Code of Federal Regulations Part 26.	July 1, 2023 through June 30, 2027	2857000	U	Per 49 Code of Federal Regulations Part 26, WSDOT is legally required to continue implementation of the federal Disadvantaged Business Enterprise on projects with federal United States Department of Transportation funding.
1/8/2025	PRR	Community engagement planning and implementation for the Southworth Terminal and	7.1.2025-6.30.2029	400125	FTA Grants	Through a Memorandum of Understanding approved by USDOT, WSDOT outsources the certification portion of the Disadvantaged Business program to the Washington State Office of Minority & Women's Business Enterprises. WDOT outlines the terms and conditions of this program through an interagency agreement.
				\$30,574,494.42		This is a preservation project, funded by FTA grants.

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	
5/1/2025	Intersection monitoring equipment for data collection and identifying safety countermeasur		11995 218	As part of the 23-25 Bike-Ped Proviso, this location was identified by region for safety enhancements.	

Travel Freeze Exception Report to OFM				
Agency:				
Program:				
Agency Director signature:				
Date Approved	Position Title	Total Cost	Fund Source	Rationale for Approving Exception
6/3/2025	IT Network & Telecom Senior/Specialist	646	108	The employee is traveling to participate in-person for the Northwest Region Technology Services Division employee engagement seminar. This is an interactive opportunity to move forward TSD's core values in times of transition. This benefits WSDOT through workforce development including facilitating a sharing of ideas amongst different disciplines, growing understandings of different aspects of WSDOT's work. It aligns with leadership, innovation, and engagement values. This also furthers the strategic goal of Workforce Development.
6/4/2025	Senior Relocation Reviewer	598.29	IH0404	Employee received a national award from AASHTO and WSDOT's Secretary of Transportation is going to present it to her in person.
6/10/2025	Senior Transportation and Land Use Planner	1100	105	Jacob Gonzalez has been asked to present a session on Safer Land Use at the Safety Summit hosted by the Washington Traffic Safety Commission and WSDOT. He has a discounted registration fee of \$100 as a presenter. This in-state travel was approved in support of WSDOT leadership speaking at this event. The schedule was later changed and that person no longer spoke, but we already registered at that point and the information remained relevant to our work.
2/28/2025	Data Science and Analytics Manager	1427	C7	
		3,771.29		