



**Washington State
Department of Transportation**

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June 30, 2025

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

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

SUBJECT: June 30th, 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 15th – 28th, 2025

Report Submittal Date:

June 30th, 2025

Summary of detailed exceptions:

Goods and Equipment Total Cost: \$367,696.12

Services Contracts Total Cost: \$52,467,586.18

Travel Approved Total Cost: \$5,753.00

Number of Positions Hired: 40

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
	01-May-25	71057869	DEPUTY HR DIRECTOR - DOT/WSF	B4119	DEPUTY HR DIRECTOR - DOT/WSF	TRANSPORTATION	This position oversees the Washington State Ferries HR Program.
	16-May-25	70057063	IT SYSTEM ADMIN - SR/SPEC	484SA	IT SYSTEM ADMIN - SR/SPEC	TRANSPORTATION	Agency IT lead for the Enterprise Backup and Recovery infrastructure.
	16-May-25	71109994	CONTRACT ADMINISTRATOR	WMS03	WMS BAND 3	TRANSPORTATION	Position is the Contracts Administrator for Washington State Ferries.
	19-May-25	71052389	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	19-May-25	71091354	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	22-May-25	70058545	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	This position inspect all phases of contract construction work for the Mount Vernon Project Office.
	27-May-25	71052388	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	27-May-25	71087128	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	01-Jun-25	71008027	FISCAL ANALYST 1	143I	FISCAL ANALYST 1	TRANSPORTATION	This positions reviews and analyzes accounting data for Vendor Payments.
	01-Jun-25	71055689	FISCAL ANALYST 4	143L	FISCAL ANALYST 4	TRANSPORTATION	This position investigates, audits and monitors Washington State Ferries Terminals revenue related functions.
	01-Jun-25	71062706	ARA - OPERATIONS AND PLANNING	WMS04	WMS BAND 4	TRANSPORTATION	This position oversees all planning and operations for the Southwest Region.
	01-Jun-25	71109279	ENGINEER MGR - TERM ELECTRIFICATION PGM OPERATING PROGRAM	WMS03	WMS BAND 3	TRANSPORTATION	This position is an Engineer Manager in the WSF Terminals Electrification Program.
	01-Jun-25	71110151	MANAGER	WMS03	WMS BAND 3	TRANSPORTATION	This position manages the Operating Program for WSF Finance and Administration.
	02-Jun-25	70062259	ASST PE -	WMS02	WMS BAND 2	TRANSPORTATION	Assistant Project Engineer for South Central Region.
	02-Jun-25	70062759	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	Design/construction liaison for projects in the South Central Region.
	02-Jun-25	71053720	TRANSPORTATION PLANNING SPECIALIST 5	543I	TRANSPORTATION PLANNING SPECIALIST 5	TRANSPORTATION	This position leads the Public Transportation Division data team responsible for Rideshare Online, CTR Survey, and Grants Management.
	02-Jun-25	71057636	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	02-Jun-25	71063401	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	02-Jun-25	71105612	TRANSPORTATION TECHNICIAN 3	538T	TRANSPORTATION TECHNICIAN 3	TRANSPORTATION	This position assists project inspectors and quality verification engineers for highway construction projects.
	09-Jun-25	70057332	TRANSPORTATION PLANNING TECHNICIAN 3	544J	TRANSPORTATION PLANNING TECHNICIAN 3	TRANSPORTATION	This position collects traffic count data on highways throughout Washington State.
	09-Jun-25	71090061	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	70056908	IT SYSTEM ADMIN - JOURNEY	483SA	IT SYSTEM ADMIN - JOURNEY	TRANSPORTATION	This position monitors and ensures the financial system TRAINS is properly functioning.
	16-Jun-25	70056938	FISCAL TECHNICIAN 2	148M	FISCAL TECHNICIAN 2	TRANSPORTATION	This position performs internal controls required for mail/check logging on the AFS Cash Receipts team.
	16-Jun-25	70060721	TRANSPORTATION ENGINEER 2	530K	TRANSPORTATION ENGINEER 1	TRANSPORTATION	This position performs inspection and survey crew duties in the Olympic Region.
	16-Jun-25	70062302	FISCAL SPECIALIST 1	151E	FISCAL SPECIALIST 1	TRANSPORTATION	This position performs fiscal, budget, and financial duties for Maintenance in the South Central Region.
	16-Jun-25	70089574	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	70095330	TRANSPORTATION TECHNICAL ENGINEER	530P	TRANSPORTATION TECHNICAL ENGINEER	TRANSPORTATION	This position is a technical engineer in the Traffic Operations Division.
	16-Jun-25	71021276	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	71021282	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	71024195	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	71024214	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	71034108	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	71055270	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	71057603	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
	16-Jun-25	71070053	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.

16-Jun-25	71080877	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
16-Jun-25	71080878	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
16-Jun-25	71103559	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.
16-Jun-25	71103859	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	This position supervise the team that approves materials documentation and project testing for the Lacey Project Engineer Office.
23-Jun-25	71074266	TRANSPORTATION ENGINEER INTERN	538U	TRANSPORTATION ENGINEER INTERN	TRANSPORTATION	Position is used to fill peak workforce peaks for summer construction projects.

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
6/16/2025	AgreeYa - K1735: Megan Kelley, Project Manager	An expert level project management resource is needed to manage WSDOT's IT Service Management Lift and SI	July 1, 2025 thru February 28, 2026	\$174,000.00	108 C4	If the ETPMO is unable to staff this need with a contractor, it is likely the project will fail if this request is not approved. The agency's IT Service Management solution is critical to the agency's IT incident response, request workflow, and IT asset management. If not renewed, WSDOT would need to implement a system or ensure WSDOT staff can support the application to maintain compliance with RCW43.105.020, OCIO #141, and SEO 1106.00. There would likely be a gap in service delivery.
6/16/2025	Pathway Project Management LLC	Project Controls work including monitoring and reporting on project progress, cost, schedule and budget. Projec	12 months	\$304,500.00	PIN/PME 998901	Exception Justification: •Project Controls still needs PPM LLC skills to support the various dashboards we are using to communicate various project information from workforce planning to budget/remaining costs for projects in active delivery and planned projects for the next 3 biennium's. •The other items PPM LLC is continuing to support, is support to our PM's helping guide them on Project Management best practices and schedule development best practices with TE's project controller. •Helping reestablishes a project control guide that lays out key components of project controls duties. Project controls will be creating a new position to take over these functions next biennium, once the position is filled Julie would be training that person.
6/17/2025	Haley & Aldrich	Geotechnical services for the I-90, SR 161, SR 202 & SR 203 - Fish Passage Design Build (DB) project. This is a cc	12/31/2025	\$54,709.00	108	This additional budget is necessary to support: •Extended project duration and associated ongoing review needs •Review of the I-90 soil nail wall corrective action plan •Remaining SR 161 fish passage design and construction submittals H&A has developed a deep understanding of the project, and continuity at this stage is essential. Replacing the geotechnical reviewer now would introduce delays and risks due to the complexity and history involved.
6/17/2025	WSP	This task order amendment will allow WSP as the GEC to continue provide Right-of-Way acquisition support ser	7-1-2023 to 1-31-2026	\$153,225.00	26P	The reason this freeze exception is needed is to allow continued funding of a WSP sub-consultant to continue to perform vital right-of-way activities. The sub-consultant the subject of this continued ROW work is Epic.
6/18/2025	Hill International	Under this Amendment 06 to Task Order AE, Hill International continues to provide General Engineering Consult	5 Months	\$378,189.00	26A	This Task Order AE Amendment 06 to Agreement Y-12756 is needed to advance the Program that is a priority for the Governor. Limited existing funding was reallocated to priority tasks during the financial freeze to meet critical milestones, such as advertising for new 160AF vessels, completing the conversion of the Wenatchee JMII, and early design for Seattle, Bainbridge, Bremerton, and Clinton Terminals. However, the schedule has slowed due to funding constraints and currently available funding is nearly exhausted. An exemption to the freeze is needed for continued critical path work Terminal Design Standards.
6/18/2025	Hill International (WSDOT agreement Y-12760)	This agreement supports the Seattle Multimodal Terminal at Colman Dock GC/CM construction contract which	Start Date: 2/1/2023; End Date: 6/30/2026	\$14,806.00	State CWA; Fund 20H	This agreement supports WSF's ongoing preservation projects and has been determined to be exempt from the requirements of the Governor's Freeze Directive in accordance with guidance issued by the Director of Finance & Administration, Ferries Division on 3/11/2025.
6/18/2025	Granicus	Online engagement service that provides tools for both one-way dialogue and two-way dialogue between comr	07/01/2025-06/30/2026	\$272,805.77	Decision Package	This tool will support WSDOT's compliance with the recently passed legislation HEAL Act and Complete Streets. As well as WSDOT's commitment to community engagement as stated in WSDOT Strategic Plan and the federally compliant WSDOT Community Engagement Plan.
6/18/2025	HNTB	Y12727 OH: Staff Augmentation agreement expiring 06/30/2025, extended to 12/31/202 to continueneeded	NW 11/15/2022 - 12/31/2026	\$223,081.00	108, 26P, 20H	Existing agreement for Certified AHERA Building Inspector support on funded, existing and future projects throughout the region.
6/18/2025	SHI	Renewal of WSDOT's annual Beyond Typicals Base Package Enterprise Licensing for use in Complete Streets plan	6/15/25-6/15/26	\$11,668.00	108	This software is a valuable resource for developing design alternatives that support planning and pre-design with local agencies and residents of communities where WSDOT will be constructing a Complete Streets project. This enables WSDOT to bring safety improvements that fit community context.
6/23/2025	TBD through competitive selection	WSDOT needs to hire a consultant for the ESHB1902 Permit Streamlining Workgroup Support. ESHB1902 has pe	08/01/2025 through 12/31/2026	\$250,000.00	108	This project was directed and funded by the legislature as part of the 2025 session. This service contract is necessary in order for WSDOT to perform this work and achieve this legislative direction.
6/23/2025	Interagency Agreement w/ Sound Transit	The Capacity Building Mentorship Program (CBMP or Program) is a strong partnership between WSDOT and Sou	July 1, 2025, through November 1, 2025	\$100,000.00	U	This program launched in 2017 as part of Governor Inslee's Diversity Roadmap. Since its inception, over 92 small businesses have participated in the program. This program has been led by the Minority Business Development Agency (MBDA) for the last few years. With the defunding of the MBDA, it is important that WSDOT demonstrates support for the small business community and continues supporting small business development in the heavy construction industry. To continue this program, WSDOT needs to maintain this CBMP relationship with Sound Transit. This initiative has legislative authority and funding.
6/24/2025	Cascade Bicycle Club	Provide training, professional development and technical support to implementing partners. Purchase and distr	7/1/25-6/20/26	\$13,543,460.00	26M-1	As funded in the 25-27 transportation budget, this contract continues the school-based bicycle education safety grant program created under Move Ahead Washington. Enabling legislation (RCW 47.04.390) requires WSDOT to contract out for program delivery with a nonprofit organization meeting certain criteria. Sole-source justification established with the original contract.
6/24/2025	Cascade Bicycle Club	Provide training, professional development and technical support to implementing partners. Purchase and distr	7/1/25-6/30/26	\$13,543,460.00	26M-1	As funded in the 25-27 transportation budget, this contract continues the school-based bicycle education safety grant program created under Move Ahead Washington. Enabling legislation (RCW 47.04.390) requires WSDOT to contract out for program delivery with a nonprofit organization meeting certain criteria. Sole-source justification established with the original contract.
6/24/2025	CORE Strategies	The Capacity Building Mentorship Program (CBMP or Program) is a strong partnership between WSDOT and Sou	11/1/2025	\$39,800.00	S	This program launched in 2017 as part of Governor Inslee's Diversity Roadmap. Since its inception, over 92 small business have participated in the program. This program was being administered by the federally supported Minority Business Development Agency (MBDA). Upon MBDA's closing, the City of Tacoma did not appear interested in maintaining the program. It is important that WSDOT continues to demonstrate support for the small business community and continues supporting small business development in the heavy construction industry. To continue this program, WSDOT needs to contract with a service provider to bridge the gap between MBDA and the next program coordinator. There is legislative funding for this program.
6/24/2025	GeoEngineers	This is an amendment to an existing contract to support the mitigation commitment associated with the I-90/Sf Agreement will be extended through	December 2027	\$84,830.76	215-1 and 26P-1	This amendment is necessary to support mitigation efforts associated with an existing construction contract. Given the tight project timeline, it is most efficient to retain the current consultant team already familiar with the project context, scope, details, and team.
6/24/2025	WSP & subconsultants	(Revised from 6/11/2025 entry) Y-11918 GEC support for the Gateway SR 167 project including 1b, 2a and 2b pl	July 1, 2025 - June 30, 2026	\$13,461,875.00	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.
6/24/2025	WSP	This Task Order Amendment adds scope and budget to complete West Hayden Island Mitigation Area environm	7/1/2023-1/31/2026	\$211,834.00	26P	The purpose of this freeze exception is to continue the critical environmental work to complete the West Hayden Island Mitigation Area.
6/25/2025	True Cleen	Cleaning and buffing the passenger cabin deck	Net 30	\$13,925.00	263221	Necessary to carry out the core functions of the agency

6/25/2025	HNTB and subconsultants	(revised entry from 5/27/2025) Project management services necessary to deliver the SR 509 portion of the Gat	July 1, 2025 - June 30, 2026	\$5,811,531.00	20H	This work is necessary to meet project completion deadlines associated with Gateway's SR 509 project, including Federal milestone requirements associated with the Project's Federal funding. This work is also necessary to recover approximately \$15 million in project funds associated with disposal of the Program surplus properties.
6/25/2025	HDR Engineering Inc	Y11848 CS 13 - A&E consultant support for Design/Construction Oversight and Technical Support for SR 520/Mc	2 months	\$33,228.60	20H - Connecting Washington Account	Project/activity is appropriated in the 2023-25 and 2025-27 Transportation Budget; funding is provided by bonc proceeds.
6/25/2025	HDR Engineering Inc	Y11848 CJ 14 - A&E consultant support for Construction Project Management and Construction Administration	2 months	\$89,026.05	20H - Connecting Washington Account	Project/activity is appropriated in the 2023-25 and 2025-27 Transportation Budget; funding is provided by bonc proceeds.
6/23/2025	HNTB	Amendment for Y12726 CL - I-5 Ship Canal Bridge - Stormwater Treatment Facility, for a time extension to 6/30, 8/12/2024 to 06/30/2026		\$216,414.00	23R	This amendment is primarily a time extension needed on an existing agreement, due to the timing of the flow monitoring and analysis to be completed requiring a full year from start of analysis. The area of impact and survey needs was identified during preliminary design as larger than originally assumed and is included in this amendment.
6/26/2025	HDR	This task order provides consultant support for the development of the 2025-2027 I-5 Project Work Plan through	The task order end date is 9/30/2025	\$331,218.00	Program T proviso funds for I-5 Master Plan / WSDOT transportation budget	The I-5 Master Plan is funded through a legislative proviso. This task order responds to lower-than-expected funding levels for I-5 planning in the 2025–2027 transportation budget. As a result, the Cascadia High-Speed Rail and I-5 program must revise its I-5 planning work plan to ensure efficient use of limited resources while sustaining progress on key priorities. This strategic shift will require refining scopes, adjusting timelines, and aligning deliverables with current budget realities in close coordination many internal WSDOT audiences including Urban Mobility & Access, Megaprograms, Regional leadership, and Headquarters. This task order is essential to the success of the I-5 master plan.
6/26/2025	Emerald Consulting	The legislative intent of the Trucking Consortium/Administrator program is to create a trucking rotation structu	June 30, 2023, to June 30, 2025, if renewed, the agreement will extend to June 30, 2026.	\$50,000.00	S	The intent of this program is to address the underutilization of disadvantaged firms contracting on WSDOT projects. This project is legislatively mandated and has corresponding federal funds.
6/27/2025	HDR	To develop and implement the integration and delivery strategies, management and administration support, pl	July 1, 2025 - July 1, 2027	\$3,100,000.00	218	The Cascadia High-Speed Rail and I-5 Master Plan Program is directed and funded through legislative proviso. This task order is required to provide program management to align with current and future needs of a border-to-border multi modal corridor with many jurisdictions in the 2025-2027 biennium. The Cascadia High-Speed Rail and I-5 program must appropriately manage a coordinated planning work to meet legislative direction and ensure efficient use of limited resources while delivering expected outcomes. This task order is essential to the success of meeting legislative direction and delivery of the Cascadia High-Speed Rail and I-5 master plan requirements.
				\$52,467,586.18		

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
6/16/2025	Drivewyze cell app for trucker notifications	\$76,790.00	TOD "Q" Funding	This purchase is needed to assist with implementing a Federally funded project for implementing the Truck Parking Information management System.
6/24/2025	Hardware lifecycle replacement equipment	\$45,645.45	108	Federal Funds
6/24/2025	Hardware lifecycle replacement	\$112,815.80	108	Federal Funds
6/24/2025	Hardware lifecyle management	\$84,214.45	108	Federal Funds are being used.
6/24/2025	Monday.com, is a flexible platform that helps teams organize and manage various aspects of their work, including project	\$48,230.42	IR0511 01 07Y8	Necessary to carry out core functions of the agency
		\$367,696.12		

Travel Freeze Exception Report to OFM

Agency:
Program:
Agency Director signature:

Date Approved	Position Title	Total Cost	Fund Source	Rationale for Approving Exception
6/17/2025	OT Cybersecurity Manager	\$500.00	SM8263 01 YC01 317900	The security team has a on-site meeting in Tumwater. I am a full-time remote worker. I will be traveling to Tumwater to attend the mandatory meeting.
6/18/2025	Aviation Planner - Emerging aviation technologies	\$3,200.00	039	As the emerging aviation technology planner for WSDOT Aviation Division. Overseeing, monitoring, and reporting on new aviation technologies is a primary duty. This provides critical information for planning for Advanced, Regional, and Urban Air Mobility across the state. These new types of transportation are intended to be part of a larger multimodal system implemented across the state's urban, suburban, and rural areas and beyond. There will also be opportunities to discuss infrastructure requirements and operational procedures directly with manufacturers and designers. Demonstrators of vertiports as well as actual eVTOL aircraft will be on site for evaluation and observation. Flight demonstrations will allow for assessment of noise and other operational factors that are not possible without being on site.
6/25/2025	Communications and Workforce Development Manager	\$384.36	PN6263 01 0510	Travel to the WSDOT Community Engagement Academy (training).
6/25/2025	Transportation Planning Specialist 4, Workforce Development	\$384.36	PN6263 01 0510	Travel to WSDOT Community Engagement Academy (training).
6/25/2025	Communications Consultant	\$384.36	PN6263 01 0510	Travel to the WSDOT Community Engagement Academy (training).
6/23/2025	OT Cybersecurity Manager	\$900.00	SM8263 01 YC01 317900	The Cybersecurity office has a required attendance leadership meeting in Tumwater. I am a member of the Cybersecurity leadership team and live outside the area the meeting is being held. The meeting is in Tumwater I reside in Moses Lake. This travel is required for me to attend the meeting.
		\$5,753.08		