

Transportation Building 310 Maple Park Avenue S.E. P.O. Box 47300 Olympia, WA 98504-7300 360-705-7000 TTY: 1-800-833-6388 www.wsdot.wa.gov

July 29, 2025

TO: Office of Financial Management (OFM)

ExemptionRequest@ofm.wa.gov

FROM: Julie Meredith, P.E.

Secretary of Transportation

SUBJECT: WSDOT Governor's Freeze Submittal – July 28, 2025

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

The 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:

July 13, 2025 – July 26, 2025

Report Submittal Date:

July 28, 2025

Summary of Details Exceptions:

Goods & Equipment Total Cost: \$53,613.99

Service Contract Total Cost: \$15,932,834.90

Travel Approved Total Cost: \$4,880.39

Number of Positions Hired: 17

Thank you,

Julie Meredith, P.E.

Secretary of Transportation

Attachment

Hiring Freeze Exception Report to OFM

Agency: WSDOT Program:

Agency Director signature:

Date	Date of	SAP Position		Job Class			
Approved	Hire	Number (8 digits)	Position Title	Code	Job Class Title	Fund Source	Rationale for Approving Exception
	07/01/25	70056606	DIR - ACCOUNTING & FINANCIAL SERVICES	WMS04	WMS BAND 4	TRANSPORTATION	This position leads the Accounting and Financial Services division.
	07/01/25	70057427	TRANSPORTATION ENGINEER 4	530N	TRANSPORTATION ENGINEER 4	TRANSPORTATION	This position is the Bituminous Materials Engineer at the Materials Lab.
	07/01/25	70063041	ARA - DEVELOPMENT	WMS04	WMS BAND 4	TRANSPORTATION	This position is the Assistant Regional Administrator for Eastern Region project development.
							This position is responsible for storing, securing, and providing authorized access to business data for the Enterprise AI &
	07/01/25	70095295	IT DATA MANAGEMENT - MGR	486DM	IT DATA MANAGEMENT - MGR	TRANSPORTATION	Data Services systems.
					TRANSPORTATION TECHNICAL		
	07/01/25	71007115	TRANSPORTATION TECHNICAL ENGINEER	530P	ENGINEER	TRANSPORTATION	This position is the Assistant Bituminous Materials Engineer at the Materials Lab.
	07/01/25	71057869	DEPUTY HR DIRECTOR - DOT/WSF	B4119	DEPUTY HR DIRECTOR - DOT/WSF	TRANSPORTATION	This position oversees the WSF HR Program.
	07/01/25	71064585	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	, , , , , , , , , , , , , , , , , , , ,
	07/01/25	71108438	REGIONWIDE MAINTENANCE SUPERINTENDENT	WMS02	WMS BAND 2	TRANSPORTATION	This position oversees the regionwide maintenance crews in the Southwest Region.
	07/01/25	71110559	DIRECTOR OF OPERATIONS - SR 520 & AWV	WMS04	WMS BAND 4	TRANSPORTATION	This position oversees operations for SR 520 Bridge Program and the Alaska Way Viaduct.
	07/03/25	70053711	CONTRACT COORD 2	M0256	CONTRACT COORD 2	TRANSPORTATION	This position is a member of the Contracts team at Washington State Ferries.
					TRANSPORTATION PLANNING		This position maintains regulatory compliance, program efficiency, and support for revenue-generating activities within the
	07/16/25	70057724	TRANSPORTATION PLANNING TECHNICIAN 3	544J	TECHNICIAN 3	TRANSPORTATION	Commercial Vehicle Services office.
	07/16/25	70060623	ADMINISTRATIVE ASSISTANT 2	105F	ADMINISTRATIVE ASSISTANT 2	TRANSPORTATION	This position is required for fulfilling accounting and payroll duties.
	07/16/25	70062258	ASST PE - DESIGN	WMS02	WMS BAND 2	TRANSPORTATION	This position is an assistant project engineer for South Central Region.
	07/16/25	71039097	SOUTHWEST REGION COMMUNICATIONS MANAGER	WMS02	WMS BAND 2	TRANSPORTATION	This position is the Communications Manager for Southwest Region.
							This position is responsible for all project documentation functions, including electronic document control systems,
	08/01/25	70095631	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	contractor and design-builder submittals, and final payment and project records.
							This Lead Inspector position provides oversight of critical field operations and timely coordination with external stakeholders
	08/01/25	70132899	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	(utilities).
	08/01/25	71095244	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	This position processes payments and manages program payment workflows in the South Central Region.

Contracts Free	eze Exception Report to OFM					
Agency: WSDOT Program:						
Agency Director s	ignature:					
Date Approved	Name of Contractor	Brief Description of Services	Term of Contract	Total Cost	Fund Source	Rationale for Approving Exception
7/16/2025	Washington State University	The Washington State Transportation Center (TRAC) coordinates the resources and capabilities of the University of Washington (UW), Washington State University (WSU), the Washington State Department of Transportation (WSDOT), and other institutions and organizations in a cooperative program of basic and applied research related to the full range of transportation system issues. Management and administrative activities will be performed at the Washington State University TRAC office (TRAC-WSU) in order to support this cooperative program.	24 Months	\$103,203.00	108 (80% fed 20% state)	Through this contract, WSU TRAC Administration will deliver essential services throughout the 2025-2027 biennium, which are pivotal for supporting WSDOT's cooperative program of basic and applied research. These services encompass management activities, administration, technical support for WSDOT staff, electronic outreach, and website operation. They ensure the efficient operation of the program by providing oversight and supervision of research staff, addressing WSDOT's research requirements, and facilitating partnerships and funding opportunities. The administrative duties include effective research project development and management, budget processing, financial record maintenance, and administrative support for office operations. Technical support services assist WSDOT staff with technology transfer, training, and continuing education. The tasks related to electronic outreach and website operation involve the development and maintenance of web articles and pages to highlight, communicate, and publish WSDOT's achievements in collaborative research. These services are vital for maintaining WSDOT's national leadership in research and optimizing the benefits derived from research outcomes and their successful implementation.
7/16/2025	University of Washington	The Washington State Transportation Center (TRAC) coordinates the resources and capabilities of the University of Washington (UW), Washington State University (WSU), the Washington State Department of Transportation (WSDOT), and other institutions and organizations in a cooperative program of basic and applied research related to the full range of transportation system issues. Management and administrative activities will be performed at the University of Washington TRAC office (TRAC-UW) in order to support this cooperative program.		\$384,186.00	108 (80% fed 20% state)	Through this contract, UW TRAC Administration will deliver essential services throughout the 2025-2027 biennium, which are pivotal for supporting WSDOT's cooperative program of basic and applied research. These services encompass management activities, administration, technical support for WSDOT staff, electronic outreach, and website operation. They ensure the efficient operation of the program by providing oversight and supervision of research staff, addressing WSDOT's research requirements, and facilitating partnerships and funding opportunities. The administrative duties include effective research project development and management, budget processing, financial record maintenance, and administrative support for office operations. Technical support services assist WSDOT staff with technology transfer, training, and continuing education. The tasks related to electronic outreach and website operation involve the development and maintenance of web articles and pages to highlight, communicate, and publish WSDOT's achievements in collaborative research. These services are vital for maintaining WSDOT's national leadership in research and optimizing the benefits derived from research outcomes and their successful implementation.
7/16/2025	Goran Sparrman	Given the complexity of the Interstate Bridge Replacement (IBR) program, the current state of global construction cost uncertainty, and a dynamic funding environment, a Construction Readiness Panel (CRP) will be convened in summer 2025. The independent panel will be comprised of industry experts who will evaluate current delivery plans and offer insights, perspectives, and recommendations to the STATE.	7/22/2025-1/31/2026	\$40,000.00	26P	Purpose of the freeze exception is to onboard an independent transportation industry expert to serve as a panel member for the upcoming IBR Program Construction Readiness review requested by IBR Program and Agency Executive leadership teams.
7/16/2025	Roger Natsuhara	Given the complexity of the Interstate Bridge Replacement (IBR) program, the current state of global construction cost uncertainty, and a dynamic funding environment, a Construction Readiness Panel (CRP) will be convened in summer 2025. The independent panel will be comprised of industry experts who will evaluate current delivery plans and offer insights, perspectives, and recommendations to the STATE.	7/22/2025-1/31/2026	\$40,000.00	26P	Purpose of the freeze exception is to onboard an independent transportation industry expert to serve as a panel member for the upcoming IBR Program Construction Readiness review requested by IBR Program and Agency Executive leadership teams.
7/16/2025	Ken Johnsen	Given the complexity of the Interstate Bridge Replacement (IBR) program, the current state of global construction cost uncertainty, and a dynamic funding environment, a Construction Readiness Panel (CRP) will be convened in summer 2025. The independent panel will be comprised of industry experts who will evaluate current delivery plans and offer insights, perspectives, and recommendations to the STATE.	7/22/2025-1/31/2026	\$40,000.00	26P	Purpose of the freeze exception is to onboard an independent transportation industry expert to serve as a panel member for the upcoming IBR Program Construction Readiness review requested by IBR Program and Agency Executive leadership teams.
7/16/2025	HDR	This approval is for additional funding to be added to the contract with HDR for the Y-12670 Fish Passage Delivery Scoping Team. Funding will be moved over to Task AC for some new tasks pertaining to newly identified barriers across the program and developing a value metric for already completed scoping reports. The work HDR is doing for with Newly Identified Barriers and Future Delivery Plan sites will help us to better plan for future delivery plan revisions and additions.	Through 06/30/2027	\$1,994,356.63	14	This work is necessary to determine the high-level cost estimates and scopes of work for future fish barrier removal projects. Removal of these barriers is required by federal court injunction.
7/17/2025	Contract Land Staff	Consultant agreement Y-12739: Amendment AB-03 to add time to Task Order through December 31, 2026, and increase funds to cover continued Staff Augmentation to NWR Real Estate Services.	3/20/2023 through 12/31/2026	\$1,710,000.00	108, 26P, 09H, 20H, 21	NWR projects require continuing support for Real Estate Services.

7/17/2025	McKee Appraisal Real Estate Services & Consultants, Inc.	Supplement for an existing Real Estate Services contract to provide Appraisal Review Services to determine an opinion of value of surplus property for the Puget Sound Gateway Program (PSGP) SR509. Initial exception report, that covered costs was submitted on 4/8/2025; this revised version is submitted with a contract date extension. (Y-12106 Supp 22)	November 1, 2017 through June 30, 2026	\$82,150.00	20H - Connecting Washington Account	Y-12106 - *Initial exception report, that covered costs was submitted on 4/8/2025; this revised version is submitted with a contract date extension.* This supplement will provide review of an opinion of value per statutory requirements for property disposal in support of potential surplus sales that are critical to meet the current delivery schedule of the Puget Sound Gateway Program (PSGP) SR 509 Project and to potentially realize PSPG cost savings. This supplement is for \$10,800; however, this supplement is for just six surplus property appraisal reviews. Since there are up to 31 remaining surplus properties that will need to be reviewed before completion of the PSGP SR509 Project, a total estimated amount of \$82,150 may be needed to complete all required surplus appraisal reviews. The total estimated amount of \$82,150 will require an exception. Given the aforementioned, a freeze exception is being documented as the legislature directed the Department to accelerate the PSGP schedule and that any savings on the PSGP must stay on the PSGP. Appraisal review of properties through this contract will allow the potential surplus sales to support any PSGP funding gaps, reduce the cost of the PSGP SR509 Project and support the critical path of project completion therefore meeting the legislative direction for the PSGP. Additionally, this supplement is critical to be able to surplus/sell properties which could potentially generate revenue and may meet the exemption in the future.
7/16/2025	Hill International	Under this Amendment 05 to Task Order AM, Hill International (CONSULTANT) continues to provide General Engineering Consultant (GEC) assistance to the Washington State Ferries System Electrification Program (WSFSEP) by providing Clinton Terminal Preliminary Engineering (CTPE) – Phase 1 deliverables; and also selected deliverables related to Clinton Terminal Final Engineering (CTFE) – Phase 2 to be completed in conjunction with future Y-12756 Task AZ. Under this Amendment 05, the Task completion is extended to September 30, 2025. Scoping and negotiation of Phase 2 is expected to be completed by August 30, 2025.	9/30/25	\$207,387.00	26A	This Task Order AM Amendment 05 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.
7/18/2025	McKee Appraisal Real Estate Services & Consultants, Inc.	Y-12106, Supp 22 - Supplement for an existing Real Estate Services contract to provide Appraisal Review Services on six properties to determine an opinion of value of surplus property for the Puget Sound Gateway Program (PSGP) SR509.	November 1, 2017 through June 30, 2026	\$10,800.00	20H - Connecting Washington Account	Y-12106 -This supplement allows for appraisal review services on six of the Puget Sound Gateway Program (PSGP) SR 509 Project surplus properties. This supplement is for \$10,800. Appraisal review of properties through this contract will allow the potential surplus sales to support any PSGP funding gaps, reduce the cost of the PSGP and support the critical path of project completion therefore meeting the legislative direction for the PSGP. Additionally, this supplement is critical to be able to surplus/sell properties which could potentially generate revenue and may meet the exemption in the future. *Initial exception report, that covered costs was submitted on 4/8/2025; a revised version was submitted on 7/17/2025 with a contract date extension; and this version is correcting the cost by limiting it to the amount in this specific supplement (Y-12106 Supp 22)
7/18/2025	TBD	Design of a single span buried bridge to carry SR 522 over Cat Whisker Creek (WDFW ID 990655). This project is part of the fish barrier correction program.	09/01/2025 through 11/30/2026	\$200,000.00	14	Construction of this project and correction of the barrier is included in the WSDOT capital delivery program. WSDOT does not have sufficient capacity to deliver this project using in-house staff, so consultant support is necessary. Correction of this barrier is required as part of the federal court injunction.
7/18/2025	HDR	This request is to amend an existing contract with HDR. The agreement covers fish passage crossings within the injunction and are bundled into different projects. This supplement will address additional Hydraulic work required for multiple fish passage projects that are now bundled. Due to the unforeseeable complexity of the crossings, they require additional alternative analysis, modeling, and coordination with project stakeholders beyond the original level of effort.	Extended to 12/31/2026	\$297,736.87	26P-1	These projects are funded out of the I4 fish barrier correction program. This design effort is necessary to be able to correct the fish barriers, and this work is in compliance with a federal court injunction. WSDOT does not have sufficient in-house capacity to complete this work, so consultant support is required.
7/18/2025	Bruce C. Allen & Associates, Inc. dba ABS Valuation	Y-12072, Supp 24 - Supplement for an existing Real Estate Services contract to provide appraisals for three commercial SURPLUS properties associated with the Puget Sound Gateway Program (PSGP) SR509 project.	August 10, 2017 through June 30, 2026	\$19,500.00	20H - Connecting Washington Account	Y-12072, Supp 24 - Supplement for an existing Real Estate Services contract to provide appraisals for three commercial SURPLUS properties associated with the Puget Sound Gateway Program (PSGP) SR509 project. This supplement is for \$19,500. Appraisal determination of properties through this contract will allow the potential surplus sales to support any PSGP funding gaps, reduce the cost of the PSGP and support the critical path of project completion therefore meeting the legislative direction for the PSGP. Additionally, this supplement is critical to be able to surplus/sell properties which could potentially generate revenue and may meet the exemption in the future.
7/18/2025	Bruce C. Allen & Associates, Inc. dba ABS Valuation	Y-12071, Supp 13 - Supplement for an existing Real Estate Services contract to provide appraisals for three single family residential SURPLUS properties associated with the Puget Sound Gateway Program (PSGP) SR509 project.	August 10, 2017 through June 30, 2026	\$17,500.00	_	Y-12071, Supp 13 - Supplement for an existing Real Estate Services contract to provide appraisals for three single family residential SURPLUS properties associated with the Puget Sound Gateway Program (PSGP) SR509 project. This supplement is for \$17,500. Appraisal determination of properties through this contract will allow the potential surplus sales to support any PSGP funding gaps, reduce the cost of the PSGP and support the critical path of project completion therefore meeting the legislative direction for the PSGP. Additionally, this supplement is critical to be able to surplus/sell properties which could potentially generate revenue and may meet the exemption in the future.
7/21/2025	WSP	The Consultant shall provide A&E services related to the IBR Program Structures Early Procurement (SEP) package for the Pre-Completion Tolling (PCT) task order.	7/1/2025-9/30/26	\$329,864.00	26P	The reason for this justification is to allow the critical final design Pre-Completion tolling work to continue to progress resulting in a final materials types/quantities that are designated long lead items and the subject of a pre-purchase materials solicitation.
7/21/2025	Ogden, Murphy, Wallace PLLC	Contract K1798 - Amending the Scope to include full investigation beyond the intake and summary.	04/21/2025 - 08/31/2025	\$28,808.40	108	Employee investigation from a neutral party due to the allegations against management.
7/24/2025	WSP	·	7/12/2024-6/30/2026	\$4,976,776.00	26P	The justification for this request is the IBR program is transitioning into the critical CN phase for the program and additional staff and work activities have been identified that are the subject of this task order amendment.
7/24/2025	BNSF Railway	A construction task order to construct catchment walls between Mile Posts 24.68 and 25.52 on the BNSF Railway right of way north of Seattle.	7/24/2025 to 09/30/2026	\$5,245,500.00	218	This Task Order authorizes construction work under the WSDOT/BNSF Landslide Mitigation Phase III PNWRC Reliability- FRA CRISI Grant (FR02022). Funding will support the installation of three catchment walls. These structures are designed to prevent landslide debris from reaching the railway tracks, minimizing service disruptions. Additionally, the project will enhance the track intrusion alert system to provide earlier warnings to dispatchers.
7/24/2025	Haley & Aldrich	Perform all geotechnical services required to complete the SR 305/Klebeal Creek – Fish Passage project, acting as geotechnical project manager and design engineer-of-record (EOR) on behalf of the SGO.	May 20208	\$97,821.00	108	Due to limited internal staffing capacity, we do not currently have sufficient resources to support this design effort within the required timeframe. Engaging H&A will ensure we meet the project's technical requirements and schedule commitments.
7/24/2025	Haley & Aldrich		June 2026	\$17,435.00	108	Haley & Aldrich has served as the geotechnical designer since the beginning of the design phase and is the engineer of record for this project. Bringing in a different geotechnical engineer at this stage would introduce unnecessary risk and potential delays during the construction phase.

7/24/2025	Landslide Technology	Support the Washington State Department of Transportation (WSDOT) Geotechnical Office with project development in the State Route (SR) 112 corridor.	December 2027	\$15,497.00	108	An exception was previously granted on May 15, 2025, to establish the original Task AC and conduct a Detour Route Planning study on SR 112 under the NOAA grant, in the amount of \$95,697. Since then, it has been determined that a slope roughness analysis is needed for each inventoried landslide. This additional scope is critical to improving our understanding of landslide activity in the area. Unfortunately, we currently do not have in-house personnel with the necessary expertise to perform this analysis.
7/25/2025	WSP USA, Inc.	Supplement 02 addresses the scope reductions and additions to the project which creates a net increase of \$74,314 to the original dollar amount of \$792,673 for a new grand total of \$866,987.	Ends December 31, 2026	\$74,314.00 15,932,834.90	099	WSP provided a 30% PS&E submittal and has working knowledge of the project. Due to construction budget constraints, the team revised the scope to fit within the construction budget for the remainder of the project. This was achieved by not replacing Slip 1 with a new Hydraulic Vehicle Transfer Span (VTS) but instead refurbish the existing Slip 1 cable operated VTS with similar scope already occurring in Slip 2. Therefore, approving this exception is the most efficient and cost-effective method to move this project forward.

Goods and Equipment Freeze Exception Report to OFM

Agency: WSDOT Program:

Agency Director signature:

Date Approve	d Description of Goods or Equipment	Total Cost	Fund Source	Rationale for Approving Exception
7/22/2025	Ace Equipment EX-25 self-contained 25 cubic yard/trash compactor-for Kingston Ferry Terminal.	\$44,000.00	109-1	Over the past several months, we've seen a consistent increase in waste output, driven by high seasonal ridership and increased customer amenities. Unfortunately, the existing compactor frequently reaches capacity too quickly, leading to overflow, operational delays, and sanitation concerns. Staff are often required to perform additional handling and hauling, which increases labor costs and detracts from other operational priorities. A replacement compactor with higher capacity and more reliable functionality is critical to maintaining a clean, safe, and efficient environment for our customers and employees. Investing in updated equipment will: Improve operational efficiency by reducing the frequency of waste removal. Support cleanliness and sanitation across the terminal and vessels. Reduce staff burden and safety risks associated with overflowing trash and manual hauling. Enhance the customer experience by maintaining a more presentable and hygienic facility. Given the volume of ridership and the scale of operations at Kingston, a high-capacity compactor is no longer a luxury, it is a necessity to keep up with demand and uphold our standards of service and safety.
7/23/2025	Rocket Software VDR/TapeCopy	\$9,613.99	108	Tape/Copy and VDR are employed to ensure that Virtual tape data is backed up and a second copy is retained for purposes of Business Continuity and Disaster Recovery, so the data integrity is preserved, and the data is readily available when needed. This is accomplished via a scheduled automated process.
		\$53,613.99		

			Travel Freeze Exception Report to OFM
Agency: WSDOT Program:			
Agency Director signature:			
Date Approved Position Title	Total Cost	Fund Source	Rationale for Approving Exception
7/18/2025 Agreement Compliance Audit Manager	\$2,389.00	108	This is for attending the AASHTO Audit Conference in Utah. We consider this trip for those attending from the Internal Audit Office essential to the responsibilities of the position involved, and they include a range of actions and outcomes, as follows:
			(1) Interact with peer DOT audit staff, engineering companies, outside audit firms, federal agencies, and AASHTO staff who support the audit committee.
			(2) Vote on decisions brought forward at the annual Business Meeting of the Audit Committee.
			(3) Hear engineering firm feedback on a national level on issues and impacts of DOT audits of their indirect costs under federal regulations.
			(4) Learn best practices in DOT internal audit work nationally, including topics such as: staff and audit organization development, data analysis, and data privacy.
7/18/2025 Audit and Consulting Services Manager	\$2,389.00	108	This is for attending the AASHTO Audit Conference in Utah. We consider this trip for those attending from the Internal Audit Office essential to the responsibilities of the position involved, and they include a range of actions and outcomes, as follows:
			(1) Interact with peer DOT audit staff, engineering companies, outside audit firms, federal agencies, and AASHTO staff who support the audit committee.
			(2) Vote on decisions brought forward at the annual Business Meeting of the Audit Committee.
			(3) Hear engineering firm feedback on a national level on issues and impacts of DOT audits of their indirect costs under federal regulations.
			(4) Learn best practices in DOT internal audit work nationally, including topics such as: staff and audit organization development, data analysis, and data privacy.
7/18/2025 Director of Internal Audit	\$2.39	108	This is for attending the AASHTO Audit Conference in Utah. We consider this trip for those attending from the Internal Audit Office essential to the responsibilities of the position involved, and they include a range of actions and outcomes, as follows:
			(1) Interact with peer DOT audit staff, engineering companies, outside audit firms, federal agencies, and AASHTO staff who support the audit committee.
			(2) Vote on decisions brought forward at the annual Business Meeting of the Audit Committee.
			(3) Hear engineering firm feedback on a national level on issues and impacts of DOT audits of their indirect costs under federal regulations.
			(4) Learn best practices in DOT internal audit work nationally, including topics such as: staff and audit organization development, data analysis, and data privacy.
7/14/2025 CISO	\$100.00		Requested by the CIO for TSD executive leadership to meet with Ferries executives and to better understand operations of the vessels and ports.
	\$4,880.39	YC01 317900	