



**Washington State
Department of Transportation**

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04/21/2025

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

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

SUBJECT: April 21st, 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:

April 6th, 2025 to April 19th, 2025

Report Submittal Date:

April 21st, 2025

Summary of detailed exceptions:

Goods and Equipment Total Cost: \$0.00

Services Contracts Total Cost: \$6,171,061.36

Travel Approved Total Cost: \$6,806.00

Number of Positions Hired: 28

Thank you,

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

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
	2/1/2025	70117364	TRANSPORTATION PLANNING SPECIALIST 4	543H	TRANSPORTATION PLANNING SPECIALIST 4	TRANSPORTATION	Provides data analysis needed for federal and state grant compliance and rail safety.
	3/1/2025	70060871	TRANSPORTATION TECHNICAL ENGINEER	530P	TRANSPORTATION TECHNICAL ENGINEER	TRANSPORTATION	Position supervises Traffic Signal Operations within the Olympic Region.
	3/1/2025	71109131	DEPUTY DIRECTOR FINANCE & ADMINISTRATION	WMS04	WMS BAND 4	TRANSPORTATION	Position manages functions related to WSF revenue and budget.
	3/3/2025	70058795	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	Position performs geotechnical field exploration testing and sampling.
	3/16/2025	70057329	TRANSPORTATION PLANNING SPECIALIST 2	543F	TRANSPORTATION PLANNING SPECIALIST 2	TRANSPORTATION	Position needed for to collect digital imagery to include culvert inspections and sight distance surveys.
	3/16/2025	70058084	TRANSPORTATION PLANNING SPECIALIST 5	543I	TRANSPORTATION PLANNING SPECIALIST 5	TRANSPORTATION	Position needed for the Amtrak Cascades intercity passenger rail service.
	3/16/2025	70059996	ASST TRFC ENG	WMS02	WMS BAND 2	TRANSPORTATION	Manages the Regional Traffic Office for the North Central Region.
	3/16/2025	70060600	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	Position ensures design and construction standards are met for Olympic Region highway projects.
	3/16/2025	70063491	PROPERTY & ACQUISITION SPECIALIST 5	179M	PROPERTY & ACQUISITION SPECIALIST 5	TRANSPORTATION	Performs leasing of WSDOT properties per SB 5853.
	4/1/2025	70056675	DIRECTOR PUBLIC TRANSPORTATION	WMS04	WMS BAND 4	TRANSPORTATION	Interim appointment to lead the Public Transportation Division.
	4/1/2025	70059807	IT SUPPORT TECHNICIAN 2	481D	IT SUPPORT TECHNICIAN 2	TRANSPORTATION	Position performs tasks related to onboarding and offboarding IT assets.
	4/1/2025	70061110	TRANSPORTATION PLANNING SPECIALIST 4	543H	TRANSPORTATION PLANNING SPECIALIST 4	TRANSPORTATION	Biology Program Manager oversees state and federal requirements such as NEPA, ESA, and environmental compliance RCWs.
	4/1/2025	70061531	FISCAL TECHNICIAN 2	148M	FISCAL TECHNICIAN 2	TRANSPORTATION	Coordinates purchasing and payment for Southwest Region maintenance activities.
	4/1/2025	70062424	TRANSPORTATION ENGINEER 2	530L	TRANSPORTATION ENGINEER 2	TRANSPORTATION	Processes utility applications and inspecting utility installations in the South Central Region.
	4/1/2025	70063042	RGN PLANNING & STRATEGIC COMMUNITY MGR	WMS03	WMS BAND 3	TRANSPORTATION	Directs the Eastern Region Planning Office.
	4/1/2025	70063046	ARA - CONSTRUCTION ENGINEER	WMS04	WMS BAND 4	TRANSPORTATION	Leads the Eastern Region Construction Division.
	4/1/2025	70063061	LOCAL PROGRAMS ENGINEER	WMS03	WMS BAND 3	TRANSPORTATION	Acting appointment - Local Programs Engineer for Eastern Region.
	4/1/2025	70064223	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	Senior Field Inspector for WSF Terminal Construction.
	4/1/2025	70096252	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	Lead Inspector for Snohomish and King County.
	4/1/2025	71001837	IT SUPPORT TECHNICIAN 2	481D	IT SUPPORT TECHNICIAN 2	TRANSPORTATION	Position performs tasks related to onboarding and offboarding IT assets.
	4/1/2025	71090418	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	Office Engineer for I-405 Brickyard to SR 527 Improvement Project.
	4/1/2025	71103537	TRANSPORTATION ENGINEER 1	530K	TRANSPORTATION ENGINEER 1	TRANSPORTATION	Perform construction and project inspection duties for the Eastern Region.
	4/1/2025	71107557	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	Performs data analysis related to safety and design performance of roadside traffic barriers and active transportation facilities.
	4/1/2025	71108385	PROGRAM ASSISTANT	M0226	PROGRAM ASSISTANT	TRANSPORTATION	Supports the WSF Systems Electrification Program.
	4/1/2025	71108438	REGIONWIDE MAINTENANCE SUPERINTENDENT	WMS02	WMS BAND 2	TRANSPORTATION	Acting appointment - oversees Southwest Region maintenance specialty crews.
	4/1/2025	71109036	TRANSPORTATION PLANNING SPECIALIST 4	543H	TRANSPORTATION PLANNING SPECIALIST 4	TRANSPORTATION	This position is the Real Estate Services GIS and Data Systems specialist.
	4/7/2025	71095052	FISCAL TECHNICIAN 2	148M	FISCAL TECHNICIAN 2	TRANSPORTATION	Coordinates purchasing and payment for North Central Region maintenance activities.
	4/16/2025	70063126	TRANSPORTATION ENGINEER 3	530M	TRANSPORTATION ENGINEER 3	TRANSPORTATION	Responsible for key traffic safety functions in the Eastern Region.

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
4/7/2025	Jacob's Engineering	Phase 2 of Lower Snake River Dam Freight Analysis.	Through December 31, 2026	1,391,418.00	108	Proviso funding has been provided for this study. The exception is to meet the deadlines as set by the legislature with an end date of December 31, 2026.
4/8/2025	HDR Engineering Inc	Y11848 CP - A&E consultant support for Change and Risk Management for SR 520/Montlake Phase Project (DB Contract).	12 months	1,224,195.00	20H - Connecting Washington A	A Project/activity is appropriated in the 2023-25 Transportation Budget; funding is provided by bond proceeds.
4/8/2025	Anthro-Tech	The vendor Anthro-Tech provided a current state assessment, community outreach, peer evaluation, market research and a strategic roadmap in support of WSF's Visual Paging initiative. There was a scope increase to the market research and strategic roadmap to address feedback from the working group.	This is to request an extension to time of performance to 5/31/2	36,341.00	W capital program	This is an approved Information Technology Project that supports: Protection of life or public safety Approved Information Technology project
4/8/2025	UMD - Kathy Frankle	Annual maintenance for the eLearning for Water crossing and Stream Restoration Design and Documentation Course.	July 1, 2025 to June 30, 2027	26,812.00	P4	This contract exception will allow the annual maintenance for the Fish Passage and Stream Restoration certification eLearning to continue from the efforts previously completed through a grant program. This certification is required for all stream team members conducting stream design work within WSDOT right of way and in alignment with the federal injunction. It is critical to maintain this eLearning course in order to continue delivering fish barrier removal projects.
4/8/2025	McKee Appraisal Real Estate Ser	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.	November 1, 2017 through June 30, 2025.	82,150.00	20H - Connecting Washington A	This supplement will provide review of an opinion of value per statutory requirements for property disposal in support of a potential surplus sale that is 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 \$1,250 – an amount that is under the exception threshold of \$10,000. However, this supplement is for just one surplus property appraisal review. 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 this property through this contract will allow the potential surplus sale of this property 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 sale which could potentially generate revenue and may meet the exemption in the future.
4/10/2025	Shannon & Wilson	Provide geotechnical support to the State Geotechnical Office (SGO)and Northwest Region Project Engineer's Office (PEO) in completing geotechnical documents and support for design revisions for the I 5/Unnamed Tributaries to Milltown Creek Project.	June 30, 2025	37,126.00	108	Shannon & Wilson (S&W) previously completed the geotechnical investigations and design recommendations for this project during final design. Since that time, the design for the Milltown structure has undergone a significant change — shifting to a buried bridge supported by a secant pile wall system. This is a substantial modification that requires additional geotechnical analysis specific to the revised structure. Engaging S&W to perform this work is critical for both efficiency and technical consistency. They possess intimate knowledge of the site conditions, project history, and prior analyses — making them uniquely qualified to complete the additional work required to finalize the design. Bringing in a new geotechnical engineer at this stage would introduce unnecessary risks, costs, and schedule delays due to the steep learning curve and rework required.
4/14/2025	WSP	This is an amendment to an existing agreement for WSP engineering services to support the Children of the Sun Pedestrian Bridge which is part of the North Spokane Corridor project. This amendment provides compensation for costs associated with extending the advertisement date, changes made to one of the foundations, and miscellaneous design work that was not part of the original scope.	Through 12/31/2025	129,271.00	Improvement (I)	This is an amendment to an existing consultant agreement. This amendment is needed to continue work on this project and to get to a 100% set of design plans. Without this freeze exception, we would not be able to delivery this legislatively directed project.
4/16/2025	HDR	GEC support for purpose and need statement development, market analysis, and engagement plan development for the Cascadia High-Speed Rail Corridor Identification and Development grant. This is under master agreement Y12915.	10 months	3,151,200.36	90% federal and 10% state (26A	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.
4/16/2025	Pacific Northwest Ironworkers a	The Pacific Northwest Ironworkers currently have a high demand of traditionally marginalized individuals seeking the education and support to advance in the field. They have the demand and ability to execute another cohort of participants through their program. Additional funding is available from the PASS program contract K1421, canceled in July of 2024 by the Carpenters Employer Apprenticeship Training Trust due to organizational realignment. The remaining funds from the canceled contract were \$640,000, some of which have already been moved to other programs within the PASS Grant Program. There is also funding remaining from the PACTrans Summer Camp Program for \$72,500. The additional funding to this contract will allow the Pacific Northwest Ironworkers and Employers Training Trust to serve an additional 13 individuals by providing all necessary administrative and program management to successfully implement the program detailed in the PASS 23-25 RFQQ and train those individuals in the Highway Construction Workforce to be prepared to enter a career in the highway construction industry.	July 1, 2023 – June 30, 2025	89,548.00	(2023-2024) HB 1125 Section 21	Additional funding was needed to pay for cohort.
2/25/2025	Perteet, Inc.	A CONSULTANT will provide cultural resource services to assist in the compliance of Section 106 of the National Historic Preservation Act (NHPA).	6/26/23-12/31/25	3,000.00	20H	This is needed as soon as possible for Section 106 consultation (target completion June 2025). These activities fall on the critical path of the project schedule and initiate multiple activities in the development timeline. Properties will need to be assessed before any demolition or actions that would impact the property. This work is completed by an Architectural Historian. WSDOT has one Architectural Historian at Headquarters, but the extent of this work exceeds their capacity. No other personnel within WSDOT have the ability to complete this work. This work is essential to keep the project moving and on schedule.
				6,171,061.36		

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			
No exceptions to report out for April 6 -19			

Travel Freeze Exception Report to OFM

Agency:
Program:
Agency Director signature:

Date Approved	Position Title	Total Cost	Fund Source	Rationale for Approving Exception
4/4/2025	Program Engineering Manager	1,150.00	595	The WSDOT and Design Build Institute of America (DBIA) relationship is very important to our state. DBIA is the only established organization in design-build that provides Design-Build Done Right® education and professional certification opportunities. Our relationship promotes collaboration and brings together diverse perspectives that play an instrumental role in preparing, educating and supporting our agency in addressing complex design build issues. This travel will allow our program staff a position on the DBIA Board of Directors. This will continue to promote WSDOT's well-known and respected design-build program as an industry leader in the design-build marketplace. It will keep WSDOT's name prominent with design-build practitioners and other owners. It puts WSDOT at the table to assist in design-build policy development, strategic direction, and oversight. It allows WSDOT to learn from experts across the country on best practices, new trends, and various aspects of design-build project delivery. This relationship will pay dividends as researching issues or obtaining other viewpoints becomes a matter of "phoning a friend." Involvement with DBIA provides WSDOT access to a myriad of studies, reports, and peer information. It also promotes WSDOT's Strategic Plan; Goal: Workforce Development by enhancing DBIA certification programs that are recognized by industry.
2/26/2025	Quality Verification Manager (Transportation Engineer 3)	1,074.00	20H	Development of employee in his manager role. The construction academy is a WSDOT approved event that enhances employee knowledge base of latest industry standards. This aligns with the agency value on workforce development.
4/10/2025	Director	700.00	039	WSDOT's active participation in the Association for Uncrewed Vehicle Systems International (AUVSI) supports our work in developing the technology and use cases for Advanced Air Mobility. This new industry is already providing new jobs for Washingtonians and creating improved transportation alternatives to all of our citizens. Attending this conference creates contacts and links between WSDOT workers and other industry leaders. Ann Richart has been asked to speak at this conference which demonstrates WSDOT's leadership in this burgeoning industry.
4/10/2025	Transportation Planning Specialist	700.00	039	WSDOT's active participation in the Association for Uncrewed Vehicle Systems International (AUVSI) supports our work in developing the technology and use cases for Advanced Air Mobility. This new industry is already providing new jobs for Washingtonians and creating improved transportation alternatives to all of our citizens. Attending this conference creates contacts and links between WSDOT workers and other industry leaders. This position is the Unpiloted Aircraft System Coordinator for the state as per RCW 47.68.420.
1/31/2025	Transportation Engineer 2	390.00	108	Travel to upcoming construction project for review.
4/15/2025	Assistant Secretary - Urban Mobility, Access and Megaprograms	2,117.00	108	US consulate holding a workshop to plan for the 2026 World Cup held in both Seattle & Vancouver BC.
3/31/2025	NWR Program Development Manager	175.00	108	This training is essential to the position.
4/17/2025	CIO & Director, TSD	500.00	108	Regional travel for strategic planning with leadership and staff
		6,806.00		