



INFORMATIONAL MEMORANDUM

TO: **Transportation and Infrastructure Committee**

FROM: **Nora Gierloff, Department of Community Development Director**

BY: **Alison Turner, Sustainable Transportation Program Manager**

CC: **Mayor McLeod**

DATE: **August 18, 2025**

SUBJECT: **King County TDM Agreement Amendment**

ISSUE

The Transportation Demand Management (TDM) Program is asking for approval to amend [contract 23-023](#) with King County Metro to increase the passthrough funding amount by \$31,625. The original contract with King County Metro was for \$225,000 through 2024. The contract was amended to add \$30,375 and extend the contract through 2025. This second amendment will add \$31,625 and bring the total to \$287,000. This second amendment is coming forward for Council approval because per our contracting and purchasing policy, the first and second amendments combined push the threshold beyond the Mayor's signature authority.

BACKGROUND

The passthrough funding source for this agreement is a federal Congestion Mitigation and Air Quality Improvement Program grant. The City of Tukwila TDM Program has received King County passthrough funding in 2016/17, 2017/19, 2020 and 2021/22. Funding is used to provide TDM services on behalf of King County Metro to help people use sustainable transportation options and reduce drive-alone travel in Tukwila and South King County.

FINANCIAL IMPACT

There will be no impact to the general fund.

RECOMMENDATION

The Council is being asked to approve the amendment to [contract 23-023](#) with King County Metro, increasing the amount by \$31,625, and consider this item on the Consent Agenda at the September 8, 2025, Special Meeting.

ATTACHMENTS

Attachment A: Amendment 2 - Tukwila TDM Agreement

CONTRACT AMENDMENT

Contract Title: 2023-2024 City of Tukwila Transportation Demand Management Agreement

Contractor: City of Tukwila

Contract No.: SR-0000190120
CPA 6263915

Address: 6200 Southcenter Blvd.
Tukwila, WA 98188

Amendment No.: 2

AMENDMENT EFFECTS

- ☐ Change of Scope
- ☐ Contract Extension
- ☒ Add Additional funds
- ☐ Terms and Conditions

King County Metro contracted the City of Tukwila through a subrecipient agreement to provide Transportation

Demand Management (TDM) services to help people use sustainable transportation options and reduce drive-alone travel in Tukwila and South King County.

Contract Amendment 1 includes:

In accordance with Section 2 of Contract CPA 6263915 this Contract Amendment is entered into by and between King County and the City of Tukwila.

The Purpose of this Contract Amendment is to add additional funds. Now, therefore, the parties agree to modify the Contract as follows:

1. Increase the Not to Exceed amount from \$255,375 for a new Not to Exceed amount of \$287,000.

All other provisions of the Contract, as previously modified, shall remain in full force and effect. This Amendment shall be effective as of the date signed by King County below.

IN WITNESS HEREOF, THE PARTIES HERETO HAVE CAUSED THIS AMENDMENT TO BE EXECUTED AND INSTITUTED WHEN COUNTERSIGNED BY KING COUNTY.

King County, Washington

By

Title

Date

Contractor

By

Title

Date