



**City of Missoula, Montana  
City Council Committee Agenda Item**

**Committee:** Public Works and Mobility

**Item:** Downtown Safety Access & Mobility Professional Services Agreement Amendment #3 with DJ&A

**Date:** December 10, 2025

**Sponsor(s):** Megan McMeekin, Sr. Project Manager & Jeremy Keene, PWM Director

**Department or function:** [Click or tap here to enter text.](#)

**Prepared by:** Megan McMeekin

**Ward(s) Affected:**

<input checked="" type="checkbox"/> Ward 1	<input type="checkbox"/> Ward 4
<input type="checkbox"/> Ward 2	<input type="checkbox"/> Ward 5
<input checked="" type="checkbox"/> Ward 3	<input type="checkbox"/> Ward 6
<input type="checkbox"/> All Wards	<input type="checkbox"/> N/A

**Action Required:**  
Approve an amendment to the Professional Services Agreement (PSA) with DJ&A for tasks related to the Final Engineering Services for Downtown SAM Project.

**Recommended Motion(s):**  
I move the City Council: Approve and authorize the Mayor to sign Contract Amendment #3 to the Professional Services Agreement with DJ&A for tasks related to the Final Engineering Services at a cost not to exceed \$2,470,940.

**Timeline:**

Committee discussion:	December 10, 2025
Council action (or sets hearing):	December 15, 2025
Public Hearing (if required):	N/A
Deadline:	N/A

**Background and Alternatives Explored:**

The City of Missoula was awarded a Federal RAISE Grant in June 2023 to provide funding to enhance the safety, access, and mobility in the Downtown area. Four projects were included in the grant application, and because they are close to one another and have like purposes, they were combined to create the Downtown Safety-Access-Mobility (Downtown SAM) project. The four project elements include Higgins Avenue Multi-Modal Improvements, Front/Main Two-Way Restoration, Riverfront Trail and Connectivity Improvements, and Signal Optimization. In April 2024, the Grant Agreement was executed and in Spring of 2025 DJ&A, the selected design firm, began work on preliminary design.

The 30% design milestone was achieved in October 2025. The project is now advancing into the Final Engineering phase (30%-100% completion). The scope of work included in this contract amendment is outlined in Exhibit A3 and includes design and design-related tasks for advancing

the project elements to 100% completion. This is the final design phase prior to start of construction.

Below is a table that outlines the history of the contract amount, amendments, and contract execution dates.

The actual preliminary engineering costs were under budget, resulting in a credit of \$247,000. With this Amendment #3, the total contract value with DJ&A equals \$3,888,319.

<b>Contract</b>	<b>Amount</b>	<b>Date Executed</b>
Base Contract	\$248,757	Feb 3, 2025
Amendment 1	\$249,950	April 16, 2025
Amendment 2	\$1,165,672	May 28, 2025
PE Phase Credit	\$(247,000)	<i>pending</i>
Amendment 3	\$2,470,940	<i>pending</i>
<b>TOTAL CONTRACT</b>	<b>\$3,888,319</b>	

**Financial Implications:**

This amendment will be covered through the Base Phase of the RAISE Grant. The total award and project financial information is shown in the table below.

	<b>BASE PHASE</b>	<b>CONSTRUCTION PHASE</b>		<b>TOTAL FUNDS</b>
	<b>FEDERAL FUNDS</b>	<b>FEDERAL FUNDS</b>	<b>NON-FEDERAL FUNDS</b>	
<b>BUDGET</b>	\$ 4,485,630.00	\$ 20,049,768.00	\$ 1,160,000.00	\$ 25,695,398.00
<b>TOTAL SPENT*</b>	\$ 1,375,488.68	\$ -	\$ -	\$ 1,375,488.68
<b>BUDGET REMAINING</b>	\$ 3,110,141.32	\$ 20,049,768.00	\$ 1,160,000.00	\$ 24,319,909.32

\*Total Spent is all cost incurred through October 31, 2025. Costs include City Administration, Engineering, and Preconstruction fees.

\*\* All expenses to date (through Oct 31, 2025) have been 100% reimbursed.

**Links to external websites:**

Professional Services Agreement Amendment #3 + Exhibit A3 (Scope of Services and Fee)  
<https://www.engagemissoula.com/hub-page/downtown-safety-access-mobility-project>