



## McCleary City Council

### PROPOSED AGENDA

**Wednesday August 11<sup>th</sup>, 2010**

#### 7:00 Council Meeting

Flag Salute

Roll Call

Minutes (Tab A)

Public Comment

Mayor's Report

Tim Gibbs, Director of the GH EDC

Civil Service Commission Appointments

Staff Reports:

Dan Glenn, City Attorney (Tab B)

Nicholas Bird, Director of Public Works (Tab C)

Dept. Head Reports (Tab D)

Old Business:

New Business:

Simpson Progress Estimate # 5 (Tab E)

Simpson Change Order # 6 (Tab F)

Simpson Change Order # 7 (Tab G)

Ordinances:

Resolutions:

Vouchers

Mayor/Council Comments

Public Comment

Executive Session

Adjournment

Americans with Disabilities Act (ADA)  
Accommodation is Provided Upon Request

Please Turn Off Cell Phones – Thank You

**CITY OF MCCLEARY**  
**Regular City Council Meeting**  
**Wednesday, July 14, 2010 Recessed and**  
**Wednesday, July 21, 2010 Continued**

FLAG SALUTE      The meeting was called to order at 7:00 PM with the Flag Salute.

ROLL CALL         Mayor Dent, Councilmember's Boling, Ator, Lant, and Geer.

ABSENT            Councilmember Schiller was absent and submitted a request to be excused. It was moved by Councilmember Lant, seconded by Councilmember Geer to excuse Councilmember Schillers absence. Motion Carried.

STAFF PRESENT    Public Works Director Nick Bird, City Clerk/Treasurer Wendy Collins, Police Chief Crumb, Public Facilities Manager Todd Baun, and staff members Mick Schlenker, Jennie Reed Tami Schoch, Jon Ehresmann, John Graham, and Jeff Catterlin.

MINUTES APPROVED    It was moved by Councilmember Geer, seconded by Councilmember Lant to approve the minutes from June 23, 2010. Motion Carried.

PUBLIC COMMENT     Renee Dunham, CEO and Ron Hulscher, CFO from Mark Reed Hospital gave a detailed update of the status the hospital move is at. She answered numerous questions from the audience and provided an updated draft site plan.

SIMPSON AVENUE PROGRESS ESTIMATE NO.4      It was moved by Councilmember Boling, seconded by Councilmember Ator to authorize the Mayor to pay Progress Estimate #4, when reimbursement has been provided by WSDOT and/or TIB. The amount to be paid is \$86,988.84 and the amount to be deposited in the Retainage Account is \$4,578.36. Motion Carried.

SIMPSON AVENUE SIDEWALK PROJECT - CHANGE ORDER #5      It was moved by Councilmember Lant, seconded by Councilmember Geer to authorize the Mayor to execute Change Order #5, when prepared, which includes the work listed above for an amount not to exceed \$3,000.00. Motion Carried

VOUCHERS          It was moved by Councilmember Lant, seconded by Councilmember Ator to approve the vouchers. Motion Carried.

BUDGET ORDINANCE    The Mayor asked the Council to approve the proposed supplemental budget. Councilmember Lant asked if they could table the vote until next week when all Councilmember's would be present. He felt it was important to have all Councilmember's present to vote as a whole body. Discussion took place of passing a Resolution for future absences of Councilmembers and having the opportunity to teleconference in to the meeting so they may still be able to vote on important issues when they are out of town. Attorney Glenn will prepare a Resolution for next week. It was moved by Councilmember Lant, seconded by Councilmember Ator to table the vote for the budget ordinance until next Wednesday, July 21, 2010 at 7:00 PM. Motion Carried.

PUBLIC COMMENT      Councilmember Lant commented on the lack of crosswalks, other than the one near 10th Street, after the Simpson Sidewalk Project was complete. He wanted to know why more were not available. Nick Bird responded stating only one crosswalk was included in the contract and WSDOT prefers to limit crossings on state highways.

ADJOURNMENT        At 8:12 pm, It was moved by Councilmember Ator, seconded by Councilmember Geer to adjourn the meeting. Motion carried.

**CONTINUATION OF MEETING FROM JULY 14, 2010**

FLAG SALUTE      The meeting was called to order at 7:00 PM with the Flag Salute.

ROLL CALL         Mayor Dent, Councilmember's Boling, Ator, Lant, and Schiller.

ABSENT            Councilmember Geer was absent and submitted a request to be excused. It was moved by Councilmember Lant, seconded by Councilmember Geer to excuse Councilmember Schillers absence. Motion Carried.

STAFF PRESENT    Public Works Director Nick Bird, City Clerk/Treasurer Wendy Collins, Police Chief Crumb, Public Facilities Manager Todd Baun, and staff members Mick Schlenker, Jennie Reed, Tami Schoch, Jon Ehreshman, John Graham, Jeff Catterlin, Paul Nott, Pierce Ridgway, Brad Lott, and John Allardin.

RESOLUTION NO. 618 It was moved by Councilmember Lant, seconded by Councilmember Schiller to adopt Resolution No. 618 relating to rules of procedure for Council Meetings; authorizing telephonic participation adding that only one Councilmember can utilize telephonic conferencing at a time. Motion Carried.

BUDGET ORDINANCE Attorney Glenn explained to pass this Ordinance we must have a majority plus one indication our Council will need three plus one to pass. It was moved by Councilmember Ator, seconded by Councilmember Geer to adopt the Budget Ordinance. Discussion took place regarding the budget and the process that took place. Councilmember Lant felt there were too many ongoing changes and he felt there was a sense of secrecy that took place and he wasn't given full disclosure. He also would like to see Department Heads giving input. He was assured the Department Heads were given a directive to give input. Councilmember Boling wanted to see the audit outcome before voting on the budget. It was explained by Wendy Collins that the audit will not be finished until late September and the response from the Auditor's office will probably come in December so it will be too late if we wait until then. Councilmember Boling believed an audit was supposed to be done on the current 2010 budget. After discussion he realized it was a misunderstanding.

Nick Bird asked for ideas to make this process better and Councilmember Lant responded by saying he wants the information correct when he receives it and he also wants records accessible when he requests them, such as the budget records from the past five years. He was reminded they are on the website and he stated he shouldn't have to go search for them, they should be provided.

Roll call taken on the Motion. Councilmember's Ator, Boling, and Geer voted in the affirmative. Councilmember's Schiller and Lant voted no. Motion Failed.

VOUCHERS It was moved by Councilmember Lant, seconded by Councilmember Boling to approve the vouchers. Motion Carried.

ADJOURNMENT At 7:16 pm, It was moved by Councilmember Ator, seconded by Councilmember Schiller to adjourn the meeting. Motion carried.

Mayor Gary Dent:

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Clerk-Treasurer Wendy Collins:

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MEMORANDUM

TO: MAYOR AND CITY COUNCIL, City of McCleary  
FROM: DANIEL O. GLENN, City Attorney  
DATE: August 9, 2010  
RE: LEGAL ACTIVITIES as of AUGUST 11, 2010

THIS DOCUMENT is prepared by the City Attorney for utilization by the City of McCleary and its elected officials and is subject to the attorney-client privileges to the extent not inconsistent with laws relating to public disclosure.

1. SIDEWALK PROJECT: Mr. Bird has indicated that he has received a communication from the State agency indicating that additional funding has become available for the project. In the initial call for bids, in recognition of the likelihood that adequate funding would not be available initially for the entire project, the base project was contained within the fundamental request for bids with alternatives to be shown as possibilities. The bid was awarded without awarding all of the alternatives. Well, with the situation now present it is my understanding that the funding now indicated as available, along with certain possible private contributions, may allow the award of the alternative. As usual, there are fiscal and legal implications.

A. Award of alternate: Theoretically, the Council could direct Mr. Bird to seek new bids for the portion of total sidewalk plan which would be funded by these moneys. The reality is that such a call would likely result in both higher prices and a delay in construction. Thus, the other alternative is to authorize a change order with the initial contractor to carry forth the work. A reality is that the actual cost will now likely be greater than would have been true if the change order could have been authorized while the contractor was onsite since there will now be the famous "remobilization" costs involved in bringing the equipment back on site. In that regard, I would recommend this alternative but that the authorization be subject to the Mayor's being satisfied with the timing and the possible increase in cost related to coming back onsite.

MEMORANDUM - 1

CITY OF McCLEARY  
100 SOUTH 3RD STREET  
McCLEARY, WASHINGTON 98557

B. Private Contributions: Mr. Bird has indicated that there may be certain private contributions available from the owners of one or two of the commercial properties abutting the extended area of the project. If that were to become the reality, that will involve developing contracts with them in terms of their contribution and the confirmation by the City that the moneys will be utilized only for purposes related to the completion of the aspect of the project tied to their goal, sidewalks and entrances meeting appropriate City-adopted standards. Given the scheduling of session, I would recommend that the Council authorize the Mayor to enter into such contracts which I would draft so long as he is satisfied that they are consistent with the City's interests.

2. UTILITY BILLING PROTOCOLS: The Legislature and the Governor, in their collective wisdom, have put into place ESB 6261. It increases the tasks and duties of the City in terms of giving notification prior to termination of utility services, especially electrical, if it is a tenant occupied facility. I have provided to Ms. Collins a summary put together by AWC a while back since the law has been in effect for a couple of months. However, since you may be getting some calls from an unhappy landlord or tenant, I thought it appropriate to provide you an update on the mandates.

Basically, what it requires is the following:

A. If we know that it is a multi-family structure receiving service through one bill, the billing address is not the address of the served location, and we have been informed that a tenant occupies one or more of the units, we have to make a "reasonable effort" to give notification to the service address a week prior to disconnection. Of course, the notice might not actually get to a tenant but....

B. Conversely, it also mandates if a landlord has allowed a tenant to put the utilities into the tenant's name and has requested that we give notice of utility delinquency to the landlord, we must do so. If we fail to give the notice of delinquency, the landlord walks away from any delinquent amounts owed by the tenant when the tenant vacates and we can no longer refuse to provide service to the site.

C. It has modified the landlord/tenant law by allowing a tenant to pay an utility bill which the landlord has allowed to become delinquent and deduct the amount paid from the rent.

D. From the positive side, it requires the landlord to give the City notice within 14 days of when a tenant moves out. If the landlord fails to do so, assuming that we have given the notices we are required to give we are not limited to collecting only four months of delinquent utility billings from the tenant.

3. SUPPLEMENTAL BUDGET ORDINANCE: Last session, the adoption of the supplemental budget ordinance failed by a 3-2 vote. As I indicated at that time, the mandates of RCW 35A.33.090 relating to budgetary amendments require a majority plus one of the Council to vote for such an ordinance.

At this stage, the Council has three options:

A. Take no further action: If this is the option chosen, the existing budgetary ordinance will remain in place. However, its appropriations do not mandate the City actually expend the moneys appropriated if, the opinion of the administration, the funds are not available. The duty and authority of the administration in terms of actual implementation of the adopted budget is laid out more extensively in Chapter 5 of the Council Members Handbook which has been provided to you by Ms. Collins a while back as well as in the Code City Handbook, which I believe has also been provided to you.

B. Reconsider the action taken: This would require a motion made by one of the two members who voted against the ordinance. The initial stage would be one of those members moving to reconsider. If the motion is seconded and adopted, then the Council would be back to where you were before the vote on the ordinance. Discussion could go forward but, in terms of actual adoption, it would continue to require four of you to vote in the affirmative.

C. Start over again: This would be the approach that the ordinance would be viewed as a "new" ordinance. It would be put on the agenda. To be very cautious, it would not be acted upon this evening but rather we would assume that the five day prior notice element of the statute referenced above would be restarted. It would then be on for consideration at your next meeting.

As always, this is not meant to be all inclusive. If you have any questions or comments, please direct them to me.

DG/le

## **STAFF REPORT**

To: Mayor Dent  
From: Nick Bird, Director of Public Works  
Date: August 6, 2010  
Re: Current Non-Agenda Activity

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### **Bear Festival**

Shanie Cohen, Teresa Sanders, and I sat down Tuesday August 3<sup>rd</sup> and discussed the good, bad, and ugly of the bear festival in an effort to correct the deficiencies noted by all parties and improve on the areas that were well received. The hot topics were in no particular order, demonstration areas, emergency vehicle access, electrical services, parking facilities, detour revisions, and closed route control. A couple of these items will take some advanced planning to correct the noted deficiencies, but it seems that all parties are willing to work towards the same goal of an even better Bear Festival Next Year.

### **Mark Reed Request**

It is my understanding that Mark Reed still intends to mount fiber optics on our utility poles. I have yet to receive a proposal from Mr. King, but once received, Mr. Glenn and I will review the proposal for accuracy and completeness before presenting it to the Council for approval.

### **Developments**

I still need to prepare an estimate for small works construction of the deficient items in Summit Place II and coordinate with the bonding company. I envision getting this work done once the excitement of Bear Festival, the Budget, and the Simpson Sidewalk Project dies down. Again, I will provide more information as it comes in.

### **Infill Lot / Short Plat**

I intended to have the infill lot / short plat recommendations prepared for this meeting, but other priorities have interfered. Next session, I anticipate having code revisions and developer standards revisions presented in conjunction with the planning commission's recommendations as it relates to infill lots and short plats.

I will also provide a copy of the alternatives presented to the planning commission in the event you choose to evaluate other alternatives than those recommended by the planning commission.

### **RCO – Beerbower Park**

Todd and both the Light and Power and Public Facilities Crews have been working diligently to complete the work identified in the RCO grant application received back in 2008. The remaining work includes placement of the basketball hoops, completion of some additional storm drainage work, and an ADA accessible path to the ball field. This grant allows us to provide portions of the labor as in kind contributions, which we have yet to ask for reimbursement on. I envision that the reimbursement will be provided before the month of August is completed. Once the reimbursement is received, it will provide the capital necessary to complete the remainder of the project.

### **Stormwater Management Plan**

The basemapping of the City stormwater system is now complete. The next step in developing the plan is to complete an area analysis to identify existing deficiencies, and then determine solutions in a capital improvement plan. Based on discussions I have had with Gray & Osborne, a draft copy will likely be provided in September to staff for review, and a final copy is likely provided in January 2011.

### **Reservoir Painting**

Our engineers are currently working on preparing figures and the specifications for the recoating of the interior walls of our distribution system reservoirs. I expect that we will be ready to advertise in September or October for this work. As a reminder, this work is being funded by the USDA loan which closed in March 2010.

### **Well 2 & 3 Pre-Design Report**

As part of the USDA loan, one of the identified projects was to provide a pre-design report for replacing our mechanical and electrical components at Wells 2 and 3. The pre-design report will also include a structure replacement for Well 2 and a common treatment facility to remove the iron and manganese that has plagued the City for years. Currently, the survey data is being compiled to develop site drawings, the treatment evaluation is having the finishing touches put on it, and a draft report will likely be provided to the City in late August or early September.

### **McCleary Municipal Code**

I have noticed a variety of deficiencies in our Municipal Code that must be addressed. This is on my “to do list” and will likely occur one piece at a time (for example infill lot / short plat issues) as we go through other processes.

### **Fleet Vehicles**

Vehicle insurance will be evaluated here in the near future to reduce the insurance costs associated with our fleet vehicles.

### **NEPA Roundtable**

I attended a NEPA roundtable presentation July 21<sup>st</sup>, which focused on enforcement and efficient preparation of NEPA documents. It seems that the big push right now is low impact development, which we have briefly evaluated for the City of McCleary in 2008, but due to construction costs, have not enforced. Some useful tools were also presented that may be able to help the City through environmental processing, but I have yet to fully dive into these tools.

### **Utility Billing**

We are still discovering some minor items that translate to bigger problems resulting in some upset customers. We are diligently working to iron all the wrinkles out and get this process moving in a smooth linear direction.

### **Sidewalk Inventory**

Sidewalk inventory basemap has been completed by COG. As I mentioned a while back, I would like to begin the process of establishing a pedestrian mobility plan. More information on this topic will be presented when we are able to move in that direction.

### **Park Windstorm Damage**

As the repair of the park is now complete, we have begun the process to be reimbursed by WCIA for the work and materials necessary to complete the repairs.

### **Cemetery**

I am not overly thrilled about the aesthetics corresponding to the placement of many of the headstones and graves in the most recent work at the Cemetery. The crew will be working to correct the alignments and locating plots to the "correct" locations. As for the existing grave sites, I understand it is both a moral and permitting dilemma to correct the alignment issues, and I am not sure what will be done to correct the existing configuration at this time.

## STAFF REPORT

To: Mayor Dent  
From: Paul Nott, Light & Power  
Date: August 5, 2010  
Re:



	<b>Monthly Statistics;</b>	<b>YTD Totals;</b>
<b>New Services;</b>	<b>0</b>	<b>10</b>
<b>System Outages;</b>	<b>0</b>	<b>14</b>
<b>Pole Replacements;</b>	<b>3</b>	<b>30</b>
<b>Maintenance Work Orders;</b>	<b>2</b>	<b>29</b>
<b>Billable Work Orders;</b>	<b>1</b>	<b>7</b>

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First of all, if you notice the YTD totals at the top of the page, because of my computer skills (limited), I had to audit my numbers to make them current (my template YTD totals didn't change by month) . I apologize for them not being accurate in the previous months. They are up to date now. (I'm only human).

No outages this last month.

We do have a new service going in on Mommsen Rd.

We have been working on two projects that are "system improvements" requiring some pole change outs.

We are still continuing to brush the distribution system so our customers can remain in lights throughout the upcoming storm season.

We assisted the front office in double checking the meter readings in the computer system with what is the actual on the bill. Hopefully, this month the AMR will be operating at 100%.

That's all I got...

## STAFF REPORT

To: Mayor Dent  
From: Todd Baun, Public Facilities Manager  
Date: August 6, 2010  
Re: July Report

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The following items are the highlights of what I have been working on during the month of July.

- I still have received no contact from Mr. and Mrs. Gravatt on the storm water issue affecting their property located at 311 W. Simpson Ave. We are in a holding pattern until we receive the legal documents that have been given to them by the city.
- Simpson Ave. Sidewalks project is basically finished. There is some paper work that needs to be completed to totally finish the project.
- The Bear Festival and the Bassett tournament has come and gone through the park. I received many compliments on the park. All the crews deserve the credit for making the park look good the past couple of weeks.
- The completion of the Beerbower park grant will be coming up shortly. We still have storm water drainage and a park trail that needs to be completed to finish the grant.
- The public works crew has done some grading and trimming on 3<sup>rd</sup> street. The grading was done to try diverting a spring down the shoulder of 3<sup>rd</sup> street. The brush trimming was to prepare the area for some planting of low maintenance plants along the bank. Hopefully this makes a good appearance coming into the city.
- The crew has been fixing several water leaks this past month. All leaks have been located on service lines and were minor leaks. Let's keep our fingers crossed that water mains will continue to not leak.
- Everyday we have been watering the new grass/weeds along Simpson Ave. The grass is slowly coming in, and I'm hopeful that it will be looking good in the next couple of months.
- The WSDOT will hopefully be in to stripe 3<sup>rd</sup> ST, Main ST, and Summit Rd. They are very busy and are going to try to fit us into their schedule.

If you have any questions, don't be afraid to ask. If you see something that needs attention or have any ideas that you would like me to pursue, my door is always open, so please come and talk to me.

## STAFF REPORT

To: Mayor Gary Dent  
 From: Mick Schlenker Building Official  
 Date: Aug 3, 2010  
 Ref: July Staff Report

### Building Permit Activity

	Current	July Fees	Total 2010 YTD	Fees
Customer Service	107		660	
Building Permits Issued	6	\$2,385.96	25	\$6,704.96
Nuisance Letters	2		28	
Inspections Performed	31		185	
Plan Reviews	4		18	
Stop Work Issued	1		3	
City Projects	1		1	
Complaints	3		24	
Demo Permits	0		0	
Court Issues	0		0	
Fire Projects	0		0	
Cars	2		7	
Abatements	0		0	
Elma Inspections	0		0	
Montesano	0		0	
Foster late fee		\$535.80		
<b>Total</b>	<b>157</b>	<b>\$2,921.76</b>	<b>951</b>	<b>\$9,626.72</b>

#### Summit II

No action at this time

#### McCleary School

Waiting for reinspections

#### Cedar Heights

No action at this time

## Projects

1. New Dbl Wide MH (420 Mommsen rd)
2. New SFR (7 Larson rd.)
3. Spoke w/appraiser about Mike: es Market C1 zone
4. Mark Reed new sign for office bldg (Main st.)
5. Put together new inspection sheet for bldg dept.
6. Spoke with Shannon Ochoa about C.O. for bldg's
7. Working on nuisance's
8. Possible full time day care (30 - 49 children) coming to city, will require Conditional Use Permit/ possible SEPA
9. Help prepare for Bear Fest.
10. Simpson remodel has started work on ftg's

## STAFF REPORT

To: Mayor Dent  
From: Colin Mercer Webmaster   
Date: August 2, 2010  
RE: July Website & Help Desk

### RE-OCCURRING WEBSITE ACTIVITY

Council Agenda/ Packet .  
Previous Council meeting approved minutes.  
Planning Commission Agenda.  
Previous Planning Commission approved minutes.

### NEW WEBSITE ACTIVITY

Removed June Hydrant Flushing Notice.  
Revised City Organizational Chart removing Officer Gabe Tarnowski.  
Revised staff member access on Black Bear Permitting system.  
Removed Gabe and Ardyce from the time card master file and added Vicki.  
Added Fred Keel Golf Tournament to the events page of the website.  
Posted the Burn Ban notice on the home page and the fire department page.

### ADDITIONAL TASKS

Assist Nick Bird with Simpson Sidewalk Project Invoice preparation.  
Review and upload the Inspectors Daily Reports for the Simpson Sidewalk Project.  
Update and maintain the Small Works Roster of contractors.  
Create an Excise Tax Form for the front office to utilize.  
Cover Building Department in absence of the Building Official.  
Research utility work orders, estimate, invoices payments etc.

### HELP DESK ACTIVITY

Month	Number of Incidents reported	Staff Reported / Closed / Open	Citizens Reported / Closed / Open
APRIL	9	4 / 3 / 8	5 / 4 / 10
MAY	14	4 / 5 / 7	10 / 5 / 15
JUNE	11	2 / 3 / 6	9 / 9 / 15
JULY	12	8 / 4 / 10	4 / 5 / 14

## STAFF REPORT

To: Mayor Dent  
From: Nick Bird, Director of Public Works  
Date: August 6, 2010  
Re: Progress Estimate No. 5

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I have attached one copy of Progress Estimate No. 5. This progress estimate includes the work completed by the Contractor between July 1 and July 30, 2010. All of the work conducted in July was cleanup work to fulfill the contractual requirements.

The Total Amount Due is: \$15,786.57

The Amount to be deposited in the Retainage Account is: \$830.87

The Total Amount in the Retainage Account is: \$14,714.87

Progress Estimate No. 5 includes payment for the following completed schedules:

- Base Bid (South Side – 6<sup>th</sup> to 10<sup>th</sup>)
- B-1 (North Side – Community Center)
- B-3 (North Side – 7<sup>th</sup> to Alley)
- B-4 (North Side – Alley to 10<sup>th</sup>)

At this point in time, all originally awarded work has been complete.

- The original contract amount was \$272,436.17
- The current contract amount (including CO's 1-6) is \$290,628.35
- The total payment amount (through PE#5) is \$294,297.44
- This results in a \$3,669.09 overrun resulting from material overruns (or 1.26% of the contract amount).

### **Action Requested:**

Authorize the Mayor to pay Progress Estimate #5, when reimbursement has been provided by WSDOT and/or TIB. The amount to be paid is \$15,786.57 and the amount to be deposited in the Retainage Account is \$830.87.

#08116 City of McCleary  
 Simpson Ave. TIB Project  
 Construction Contract Job Costing - Sterling Breen

Bid ITEM# ITEM	QTY	UNIT	UNIT COST	Bid Open AMOUNT	Invoice #5 Quantity	Invoice #5 Amount	TOTAL (Quantity)	TOTAL (Amount)	Contract Balance
<b>Base Bid</b>									
1 Mobilization	1	LS	4,500.00	4,500.00	0	0.00	1.0	4,500.00	0.00
2 Clearing and Grubbing	1	LS	1,500.00	1,500.00	0	0.00	1.0	1,500.00	0.00
3 Removing Asphalt Conc. Pavement	365	SY	5.00	1,825.00	0	0.00	464.26	2,321.30	(496.30)
4 Roadway Excavation Incl. Haul	120	CY	25.00	3,000.00	0	0.00	141.49	3,537.25	(537.25)
5 Catch Basin Type 1L	2	EA	500.00	1,000.00	0	0.00	2	1,000.00	0.00
6 Catch Basin Type 1	3	EA	500.00	1,500.00	0	0.00	5	2,500.00	(1000.00)
7 Adjust Catch Basin	10	EA	250.00	2,500.00	0	0.00	8	2,000.00	500.00
8 Catch Basin Type 2 48 in. Diam.	1	EA	1,800.00	1,800.00	0	0.00	1	1,800.00	0.00
9 Sewer Cleanout	1	EA	400.00	400.00	0	0.00	1	400.00	0.00
10 Ductile Iron Sewer Pipe 8 in. Diam.	53	LF	29.00	1,537.00	0	0.00	54	1,566.00	(29.00)
11 Ductile Iron Sewer Pipe 12 in. Diam.	112	LF	40.00	4,480.00	0	0.00	108	4,320.00	160.00
12 Ballast	250	Ton	18.00	4,500.00	0	0.00	208	3,742.02	757.98
13 Crushed Surfacing Top Course	225	Ton	20.00	4,500.00	0	0.00	226	4,521.20	(21.20)
14 HMA CL. 1/2 In. PG 64-22	58	Ton	157.00	9,106.00	0	0.00	68	10,701.12	(1595.12)
15 Topsoil Type A	10	CY	30.00	300.00	10.52	315.60	11	315.60	(15.60)
16 Seeding	1	LS	1,500.00	1,500.00	0	0.00	1	1,500.00	0.00
17 Erosion/Water Pollution Control	1	EST	1,400.00	1,400.00	0.1	140.00	1.00	1,400.00	0.00
18 Cement Conc. Traffic Curb and Gutter	1405	LF	12.00	16,860.00	0	0.00	1,409	16,902.00	(42.00)
19 Permanent Signing	1	LS	5,000.00	5,000.00	1	5,000.00	1	5,000.00	0.00
20 Project Temporary Traffic Control	1	LS	8,000.00	8,000.00	0.1	800.00	1.00	8,000.00	0.00
21 Flaggers and Spotters	40	HR	48.00	1,920.00	0	0.00	108	5,184.00	(3264.00)
22 Ramp Detectable Warning Retrofit	110	SF	45.00	4,950.00	0	0.00	110	4,950.00	0.00
23 Cement Conc. Sidewalk	809	SY	28.00	22,652.00	0	0.00	743	20,800.64	1851.36
24 Cement Conc. Sidewalk Ramp Type X	9	EA	1,500.00	13,500.00	0	0.00	11	16,500.00	(3000.00)
25 Cement Conc. Driveway Entrance Type 1	55	SY	45.00	2,475.00	0	0.00	42	1,877.40	597.60
26 Trimming And Cleanup	1	LS	3,231.00	3,231.00	0.1	323.10	1.00	3,231.00	0.00
27 Minor Change Five Thousand and 00/100	1	CALC	5,000.00	5,000.00	0	0.00	0	0.00	5000.00
28 SPCC Plan	1	LS	250.00	250.00	0	0.00	1	250.00	0.00
29 Connection to Drainage Structure	3	EA	452.50	1,357.50	0	0.00	3	1,357.50	0.00
30 Sawcutting Asphalt Conc. Pavement	1527	LF	1.50	2,290.50	0	0.00	1,690.25	2,535.38	(244.88)
31 Trench Drain	7	EA	700.00	4,900.00	0	0.00	7	4,900.00	0.00
32 Vaned Grate for Existing Catch Basin	9	EA	336.80	3,031.20	0	0.00	8	2,694.40	336.80
33 Catch Basin Installation at Existing Storm Pipe	4	EA	950.00	3,800.00	0	0.00	1	950.00	2850.00
34 Paint Curb	395	LF	1.00	395.00	0	0.00	340	339.50	55.50
35 Project Construction Sign	1	LS	500.00	500.00	0	0.00	1	500.00	0.00
36 Trench Excavation Safety Provisions	1	LS	1.00	1.00	0	0.00	1	1.00	0.00
37 Frame for existing Catch Basin	8	EA	115.00	920.00	0	0.00	8	920.00	0.00
38 Remove Existing Drainage Structure	1	EA	500.00	500.00	0	0.00	1	500.00	0.00
Subtotal (Bid Amount/ Work Complete)				146,881.20		6,578.70		145,017.31	
Retainage (5% Bid Amount/Work Comp)				NA		(328.94)		(7,250.87)	
<b>TOTAL PAYMENT</b>				<b>146,881.20</b>		<b>6,249.77</b>		<b>137,766.44</b>	<b>1,863.90</b>
<b>Schedule A-1 Additive Alternate Items</b>									
1 Mobilization	1	LS	1,000.00	1,000.00	0	0.00	1	1,000.00	0.00
2 Removing Cement Conc. Sidewalk	660	SY	5.40	3,564.00	0	0.00	657	3,550.39	13.61
3 Remove Cement Conc. Curb	1210	LF	2.70	3,267.00	0	0.00	1,257	3,393.90	(126.90)
Subtotal (Bid Amount/ Work Complete)				7,831.00		0.00		7,944.29	
Retainage (5% Bid Amount/Work Comp)				NA		0.00		(397.21)	
<b>TOTAL PAYMENT</b>				<b>7,831.00</b>		<b>0.00</b>		<b>7,547.08</b>	<b>(113.29)</b>
<b>Schedule B-1 Additive Alternate Items</b>									
1 Mobilization	1	LS	3,500.00	3,500.00	0	0.00	1	3,500.00	0.00
2 Clearing and Grubbing	1	LS	2,000.00	2,000.00	0	0.00	1	2,000.00	0.00
3 Removing Asphalt Conc. Pavement	590	SY	3.60	2,124.00	0	0.00	589.4	2,121.84	2.16
4 Roadway Excavation Incl. Haul	20	CY	14.97	299.40	0	0.00	10.2	152.69	146.71
5 Catch Basin Type 1	5	EA	575.00	2,875.00	0	0.00	2	1,150.00	1725.00
6 Adjust Catch Basin	1	EA	300.00	300.00	0	0.00	1	300.00	0.00
7 Ductile Iron Sewer Pipe 8 in. Diam.	111	LF	30.00	3,330.00	0	0.00	11.5	345.00	2985.00
8 Ballast	87	TON	16.00	1,392.00	0	0.00	24.35	389.60	1002.40
9 Crushed Surfacing Top Course	125	TON	19.00	2,375.00	0	0.00	93.69	1,780.11	594.89
10 HMA CL. 1/2 in. PG 64-22	7	TON	158.00	1,106.00	0	0.00	7	1,110.74	(4.74)
11 Erosion/Water Pollution Control	1	EST	700.00	700.00	0.1	70.00	1.00	700.00	0.00
12 Cement Conc. Traffic Curb and Gutter	182	LF	10.50	1,911.00	0	0.00	185	1,942.50	(31.50)
13 Plastic Crosswalk Line	112	SF	7.61	852.32	0	0.00	96	730.56	121.76
14 Permanent Signing	1	LS	1,600.00	1,600.00	1	1,600.00	1	1,600.00	0.00
15 Project Temporary Traffic Control	1	LS	5,000.00	5,000.00	0.1	500.00	1.0	5,000.00	0.00
16 Flaggers and Spotters	16	HR	45.00	720.00	0	0.00	13	585.00	135.00
17 Ramp Detectable Warning Retrofit	16	SF	80.00	1,280.00	0	0.00	16	1,280.00	0.00
18 Cement Conc. Sidewalk	130	SY	30.00	3,900.00	0	0.00	104	3,106.20	793.80
19 Cement Conc. Sidewalk Ramp Type X	2	EA	800.00	1,600.00	0	0.00	2	1,600.00	0.00
20 Trimming and Cleanup	1	LS	1,565.00	1,565.00	0.1	156.50	1.00	1,565.00	0.00
21 Connection to Drainage Structure	1	EA	452.57	452.57	0	0.00	3	1,357.71	(905.14)
22 Sawcutting Asphalt Conc. Pavement	192	LF	1.50	288.00	0	0.00	229.5	344.25	(56.25)
23 Trench Excavation Safety Provisions	1	LS	1.00	1.00	0	0.00	1	1.00	0.00
24 Paint Curb	182	LF	1.00	182.00	0	0.00	93	92.50	89.50
25 Solid Lid for Existing Catch Basin	1	EA	330.00	330.00	0	0.00	1	330.00	0.00
Subtotal (Bid Amount/ Work Complete)				39,683.29		2,326.50		33,084.70	
Retainage (5% Bid Amount/Work Comp)				NA		(116.33)		(1,654.24)	

Bid ITEM# ITEM	QTY	UNIT	UNIT COST	Bid Open AMOUNT	Invoice #5 Quantity	Invoice #5 Amount	TOTAL (Quantity)	TOTAL (Amount)	Contract Balance
<b>TOTAL PAYMENT</b>				39,683.29		2,210.18		31,430.47	6,598.59
<b>Schedule B-3 Additive Alternate Items</b>									
1 Mobilization	1	LS	2,500.00	2,500.00	0	0.00	1	2,500.00	0.00
2 Clearing and Grubbing	1	LS	5,000.00	5,000.00	0	0.00	1.0	5,000.00	0.00
3 Removing Drainage Structure	2	EA	500.00	1,000.00	0	0.00	1	500.00	500.00
4 Removing Asphalt Conc. Pavement	41	SY	6.52	267.32	0	0.00	84.31	549.70	(282.36)
5 Roadway Excavation Incl. Haul	73	CY	14.26	1,040.98	0	0.00	36.6	521.92	519.06
6 Embankment Compaction	80	CY	8.00	640.00	0	0.00	0	0.00	640.00
7 Catch Basin Type 1	3	EA	550.00	1,650.00	0	0.00	3	1,650.00	0.00
8 Ductile Iron Sewer Pipe 8 in. Diam.	35	LF	26.55	929.25	0	0.00	37	982.35	(53.10)
9 Crushed Surfacing Top Course	76	TON	19.00	1,444.00	0	0.00	81.77	1,553.63	(109.63)
10 HMA CL. 1/2 in PG 64-22	39	TON	157.00	6,123.00	0	0.00	35	5,527.97	595.03
11 Seeding	1	LS	1,500.00	1,500.00	0	0.00	1	1,500.00	0.00
12 Erosion/Water Pollution Control	1	EST	700.00	700.00	0.1	70.00	1.0	700.00	0.00
13 Cement Conc. Traffic Curb and Gutter	475	LF	10.00	4,750.00	0	0.00	479	4,790.00	(40.00)
14 Paint Line	40	LF	0.56	22.40	0	0.00	73	40.88	(18.48)
15 Permanent Signing	1	LS	1,400.00	1,400.00	1	1,400.00	1	1,400.00	0.00
16 Project Temporary Traffic Control	1	LS	4,000.00	4,000.00	0.1	400.00	1.0	4,000.00	0.00
17 Flaggers and Spotters	16	HR	55.00	880.00	0	0.00	11	605.00	275.00
18 Ramp Detectable Warning Retrofit	37	SF	80.00	2,960.00	0	0.00	32	2,560.00	400.00
19 Cement Conc. Sidewalk	252	SY	25.00	6,300.00	0	0.00	229	5,720.75	579.25
20 Cement Conc. Sidewalk Ramp Type X	4	EA	800.00	3,200.00	0	0.00	4	3,200.00	0.00
21 Trimming and Cleanup	1	LS	1,376.00	1,376.00	0.1	137.60	1.00	1,376.00	0.00
22 Connection to Drainage Structure	2	EA	452.57	905.14	0	0.00	1	452.57	452.57
23 Sawcutting Asphalt Conc. Pavement	1019	LF	1.50	1,528.50	0	0.00	1,116	1,673.25	(144.75)
24 Trench Excavation Safety Provisions	1	LS	1.00	1.00	0	0.00	1	1.00	0.00
25 Paint Curb	80	LF	1.00	80.00	0	0.00	409	409.00	(329.00)
26 Remove and Dispose of Existing Irrigation	385	LF	2.39	920.15	0	0.00	370	884.30	35.85
27 Relocate Existing Rockery	1	LS	500.00	500.00	0	0.00	1	500.00	0.00
28 Relocate Existing Permanent Signage	2	EA	150.00	300.00	2	300.00	2	300.00	0.00
29 Tee Connection to Existing Storm Pipe	2	EA	500.00	1,000.00	0	0.00	2	1,000.00	0.00
30 Ballast	94	TON	16.00	1,504.00	0	0.00	52	826.40	677.60
31 Additional ACP removal	1	LS	792.00	792.00	0	0.00	1	792.00	0.00
32 Landscape Grading	1	LS	731.40	731.40	0	0.00	1	731.40	0.00
33 Topsoil Type A	59	CY	30.00	1,770.00	53.54	1,606.20	54	1,606.20	163.80
Subtotal (Bid Amount/ Work Complete)				57,715.14		3,913.80		53,854.32	3860.82
Retainage (5% Bid Amount/Work Comp)				NA		(195.69)		(2,692.72)	
<b>TOTAL PAYMENT</b>				57,715.14		3,718.11		51,161.60	3,860.82
<b>Schedule B-4 Additive Alternate Items</b>									
1 Mobilization	1	LS	4,000.00	4,000.00	0.19666	786.64	1.00000	4,000.00	0.00
2 Clearing and Grubbing	1	LS	1,200.00	1,200.00	0	0.00	1.0	1,200.00	0.00
3 Removing Drainage Structure	2	EA	500.00	1,000.00	0	0.00	1	500.00	500.00
4 Removing Asphalt Conc. Pavement	6	SY	30.93	185.58	0	0.00	115.2	3,563.14	(3377.56)
5 Roadway Excavation Incl. Haul	24	CY	21.38	513.12	0	0.00	28.5	609.33	(96.21)
6 Catch Basin Type 1	1	EA	550.00	550.00	0	0.00	3	1,650.00	(1100.00)
7 Ductile Iron Sewer Pipe 8 in. Diam.	23	LF	56.52	1,299.96	0	0.00	20.5	1,158.66	141.30
8 Ductile Iron Sewer Pipe 12 in. Diam.	25	LF	56.52	1,413.00	0	0.00	22	1,243.44	169.56
9 Crushed Surfacing Top Course	27	TON	18.00	486.00	0	0.00	49.63	893.34	(407.34)
10 HMA CL. 1/2 in. PG 64-22	17	TON	157.00	2,669.00	0	0.00	29	4,595.39	(1926.39)
11 Seeding	1	LS	1,500.00	1,500.00	0	0.00	1	1,500.00	0.00
12 Erosion/Water Pollution Control	1	EST	700.00	700.00	0.1	70.00	1.0	700.00	0.00
13 Cement Conc. Traffic Curb and Gutter	157	LF	16.00	2,512.00	0	0.00	369	5,904.00	(3392.00)
14 Paint Line	35	LF	0.55	19.25	0	0.00	55	30.25	(11.00)
15 Project Temporary Traffic Control	1	LS	5,000.00	5,000.00	0.1	500.00	1.0	5,000.00	0.00
16 Flaggers and Spotters	16	HR	45.00	720.00	0	0.00	16	697.50	22.50
17 Ramp Detectable Warning Retrofit	19	SF	80.00	1,520.00	0	0.00	32	2,560.00	(1040.00)
18 Cement Conc. Sidewalk	82	SY	28.00	2,296.00	0	0.00	151	4,221.28	(1925.28)
19 Cement Conc. Sidewalk Ramp Type X	2	EA	800.00	1,600.00	0	0.00	4	3,200.00	(1600.00)
20 Trimming and Cleanup	1	LS	1,375.00	1,375.00	0.1	137.50	1.0	1,375.00	0.00
21 Connection to Drainage Structure	3	EA	452.57	1,357.71	0	0.00	3	1,357.71	0.00
22 Sawcutting Asphalt Conc. Pavement	697	LF	1.50	1,045.50	0	0.00	720	1,079.25	(33.75)
23 Trench Excavation Safety Provisions	1	LS	1.00	1.00	0	0.00	1	1.00	0.00
24 Paint Curb	80	LF	0.90	72.00	0	0.00	272	244.80	(172.80)
25 Remove and Dispose of Existing Irrigation	100	LF	5.00	500.00	0	0.00	380	1,900.00	(1400.00)
26 Ballast	31	TON	16.00	496.00	0	0.00	53.2	851.84	(355.84)
27 Additional ACP Removal	1	LS	528.00	528.00	0.00	0.00	1.0	528.00	0.00
28 Landscape Grading	1	LS	1,528.60	1,528.60	0.00	0.00	1.0	1,528.60	0.00
29 Topsoil Type A	41	CY	30.00	1,230.00	36.81	1,104.30	36.8	1,104.30	125.70
30 Permanent Signing	1	LS	1,200.00	1,200.00	1.00	1,200.00	1.0	1,200.00	0.00
Subtotal (Bid Amount/ Work Complete)				38,517.72		3,798.44		54,396.83	(15879.11)
Retainage (5% Bid Amount/Work Comp)				NA		(189.92)		(2,719.84)	
<b>TOTAL PAYMENT</b>				38,517.72		3,608.52		51,676.98	(15,879.11)
<b>TOTAL PAYMENT</b> (BASE BID PLUS ALTS A1, B1, B3, and B4)				290,628.35		15,786.57		279,582.57	(3,669.09)
<b>TOTAL RETAINAGE</b> (BASE BID PLUS ALTS A1, B1, B3, and B4)						0.00		(14,714.87)	

## STAFF REPORT

To: Mayor Dent  
From: Nick Bird, Director of Public Works  
Date: August 6, 2010  
Re: Simpson Avenue Sidewalk Project – Change Order #6

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During the completion of the punch list items, it was discovered that permanent signing work was included in Schedule B-4, but a payment item was not included in the proposal for Schedule B-4. This discovery was made after the permanent signing for the entire project was completed as required by the construction plans. This Change Order will add one lump sum bid item in Schedule B-4 for Permanent Signing.

Permanent signing work was completed in Schedule B-4 where no payment item was included in the proposal. It is fair and reasonable for the Contractor to request reimbursement for services provided in accordance with the Contract Plans where no payment item was originally provided.

The cost of this change includes adding one new bid item to Schedules B-4.

Net Cost Increase:    \$1,200.00

### **Action Requested:**

Authorize the Mayor to execute Change Order #6, when prepared, which includes the work listed above for an amount not to exceed \$1,200.00.

## STAFF REPORT

To: Mayor Dent  
From: Nick Bird, Director of Public Works  
Date: August 6, 2010  
Re: Simpson Avenue Sidewalk Project – Change Order #7

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I received a phone call from WSDOT the morning of August 6 to see if we had closed out the Simpson Avenue Sidewalk Project. At that point in time, I was in the middle of completing the close out paperwork. The purpose of the phone call was to determine if we could complete Schedule B-2 for \$100,000, if so, we should change order the work in and get it completed. **Just before noon, it was official; we have received an additional \$100,000 in ARRA funds to complete the project (see attached email).**

The bid amount provided by Sterling Breen (SBC) for Schedule B-2 is just over \$76,000, which is completion of the project on the North Side of Simpson Avenue from 7<sup>th</sup> to the existing sidewalk in front of the coffee shop. At this point in time, the actual change order price is still being negotiated; however, I do not expect this change order to exceed \$80,000, which will leave us with \$20,000 in contingency funds. We are currently in the process of re-evaluating the quantity take-off to determine if there will be significant overruns (as was prevalent in Schedule B-4). As the final number has not been determined, and this is the only council meeting in August, I would request that the Council authorize the mayor to execute Change Order #7 for an amount up to \$100,000, pending the final re-evaluation of the quantity take off.

I have contacted SBC who stated that work can begin August 16, as they will need to re-mobilize to the project site. We expect construction activities for Schedule B-2 to last through September 24.

### **Action Requested:**

Just to be safe, I would request that the Council authorize the Mayor to execute Change Order #7, when prepared, which includes construction of Schedule B-2 for an amount not to exceed \$100,000.00.

## Nick Bird

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**From:** Moorehead, Brian S [MoorehB@wsdot.wa.gov]  
**Sent:** Friday, August 06, 2010 11:46 AM  
**To:** Nick Bird  
**Subject:** FW: McCleary 0108006

fyi

**From:** Tax, Stephanie  
**Sent:** Friday, August 06, 2010 11:39 AM  
**To:** Moorehead, Brian S  
**Cc:** Campbell, Neal; Kaiser, Dave; Huntley, Nancy; Greer, Jason  
**Subject:** McCleary 0108006

Brian

At this time H&LP has determined that the McCleary project above is to receive additional ARRA funds of \$100,000. This will bring the total ARRA available to \$334,309.

As discussed, the city will need to ensure these additional funds are forwarded to WSDOT for inclusion in the 8/20/10 STIP amendment. The supplement to the local agency agreement will need to be in HQ H&LP no later than 9/10/10 to ensure authorization of the additional ARRA funds.

Thanks Brian for all your work on this.

### ***Stephanie Tax***

WSDOT - Highways & Local Programs  
Manager, Program Management  
PO Box 47390  
Olympia, WA 98504-7390  
360-705-7389 (work)  
360-915-4620 (cell)  
360-705-6822 (fax)