

Councilmembers

Position No.

1. Tod Gunther
2. Barbara Ford
3. William Birkes
4. Dave Harman
5. Sam Colorossi
6. Josh Penner, Deputy Mayor
7. Scott Drennen



Orting City Council

Regular Business Meeting Agenda

(REVISED)

Orting Public Safety Building
401 Washington Ave. SE, Orting, WA

August 12, 2015
7 p.m.

Audience members are welcome to speak on any topic on the agenda after Councilmembers have finished their discussion.

Mayor Joachim Pestinger, Presiding

1. CALL MEETING TO ORDER

- A. Pledge of Allegiance
- B. Roll Call

2. REQUEST FOR ADDITIONS OR CORRECTIONS TO THE AGENDA

3. CONSENT AGENDA

- A. *Minutes of July 29, 2015 and Special Meeting Minutes of July 31, 2015
- B. *Payroll and Claims Warrants
- C. *Treasurer's Report

Motion: *Move to approve Consent Agenda as prepared.*

4. COMMENTS FROM CITIZENS *Persons wishing to address the City Council regarding items of new business are encouraged to do so at this time. When recognized by the Mayor, please come to the podium and clearly state your name and address. Please limit your comments to 3 minutes. If you desire a formal agenda placement, please contact the City Clerk at 360-893-2219. Thank you for attending.*

5. PRESENTATIONS - None

6. COMMISSION REPORTS

- A. Parks Commission
- B. Planning Commission

7. COMMITTEE AND STANDING REPORTS

- A. Community & Government Affairs – **CM Ford/CM Harman**
- B. Public Works – **CM Drennen/CM Birkes**
- C. Finance & Cemetery – **CM Colorossi/CM Harman**
- D. Public Safety – **DM Penner/CM Ford**
- E. Technology and Land Use – **CM Gunther/CM Harman**
- F. Mayor Report – **Mayor Pestinger**
- G. Miscellaneous activity reports, i.e. PSRC, special meetings, etc.

8. OLD BUSINESS

- A. Emergency Evacuation Bridge Lead Agency Agreement • **CM Drennen**
- B. *2015 Hazard Mitigation Plan • **City Administrator Bethune**
Resolution No. 2015-7 • 2015 Hazard Mitigation Plan

Motion: Move to adopt Resolution No. 2015-7, adopting the Region 5 All Hazard Mitigation Plan 2015-2020 Edition; adopting the City of Orting Addendum to the Region 5 Hazard Mitigation Plan; and updating the Pierce County Natural Hazard Mitigation Plan.

9. NEW BUSINESS

A. *National Day of Service Projects • **CM Birkes**

Motion: Move to approve the project list as presented.

B. *High Cedars Forcemain & Lift Station Replacement-
Construction Management • **CM Drennen**

Motion: Move to approve the Scope of Work for the High Cedars Forcemain & Lift Station Replacement Construction Management Funding Plan.

C. *Generator Maintenance • **CM Drennen**

Motion: To approve the low bid of \$9,789.89 from Cummins NW for annual preventative maintenance of the Generator.

D. *Park Audio System-Speaker Audio Purchase • **CM Birkes**

Motion: To approve the purchase of speakers in the amount of \$1,523.20.

E. *Tree Trimming bids • **CM Colorossi**

Motion: To approve the low bidder JTS for the amount of \$5,004.80.

F. *Rainier Meadows Big Toy • **CM Birkes**

Motion: To approve the purchase of a big toy from AllPlay Systems, LLC for Rainier Meadows Park in the amount of \$12,985.36.

10. RECESS TO EXECUTIVE SESSION - None

11. ADJOURN

Motion: Move to Adjourn.

Note: An * indicates enclosures or attachments

Next Regular Meeting: August 26, 2015



City of Orting
City Council Staff Report

Date: July 23, 2015

Prepared By: Mark Bethune

Agenda Item: Hazard Mitigation Plan 2015

Issue Synopsis:	The City of Orting participates in the County wide hazard mitigation planning. The plan is ultimately approved by the state and county. Having this plan provides FEMA grant funding for the city in emergency declaration events. Having an approved plan also provides the City with FEMA pre-mitigation grant opportunities.
Background:	The City participated with the County for its first approved plan from 2005 to 2007. The county received a grant to update plans which began in 2012 and is now coming to completion. The City received \$30,000 in FEMA grants following the 2009 flooding and storm damage events.
Policy Options:	Approve, amend, deny
Analysis:	The Hazard Mitigation Plan identifies potential hazards for the City of Orting. It identifies the life and property risks, as well as City assets that could be affected. The plan includes the City's ability to respond. Finally the plan shows the cities priority list of projects to mitigate hazards that would be eligible for FEMA grants.
Fiscal Impact:	Fund(s): NA Expenditure Required: NA Amount Budgeted: NA Additional Appropriation Required: NA
Policy Questions:	See above
Staff Recommendation:	Approve
Public Safety Recommendation:	Approve
Attachments:	Resolution adopting the plan.

**CITY OF ORTING
WASHINGTON
RESOLUTION NO. 2015-7**

**A RESOLUTION OF THE CITY OF ORTING,
WASHINGTON, ADOPTING THE REGION 5 ALL
HAZARD MITIGATION PLAN 2015-2020 EDITION;
ADOPTING THE CITY OF ORTING ADDENDUM TO THE
REGION 5 HAZARD MITIGATION PLAN; AND
UPDATING THE PIERCE COUNTY NATURAL HAZARD
MITIGATION PLAN**

WHEREAS, the City of Orting is vulnerable to the human and economic costs of natural, technological and societal disasters; and

WHEREAS, the Federal Disaster Mitigation Act of 2000 requires that for all disasters declared on or after November 1, 2004, applicants for sub-grants following any disaster must have an approved Natural Hazard Mitigation Plan in accordance with 44 CFR 201.6 prior to receipt of Hazard Mitigation Grant Program project funding; and

WHEREAS, the Federal Disaster Mitigation Act of 2000 requires that for Pre-Disaster Mitigation Grant Program project funding on or after November 1, 2003, applicants must have an approved Natural Hazard Mitigation Plan in accordance with 44 CFR 201.6 prior to receipt of project funding; and

WHEREAS, the Region 5 All Hazard Mitigation Plan 2015-2020 Edition represents the commitment of the City of Orting along with other surrounding government entities to reduce the risks from natural, manmade and technological hazards, serving as a guide for decision makers as they commit resources to reducing the effects of hazards, and it is in the public interest to proceed with the planning process in a timely manner; and

WHEREAS, the City of Orting has participated with the Pierce County Department of Emergency Management in the development of the City of Orting's All Hazard Mitigation Plan Addendum, and recognizes the economic loss, personal injury, and damage that can arise from these hazards and updates the Pierce County Natural Hazard Mitigation Plan; and

WHEREAS, reduction of these impacts can be achieved through a comprehensive coordinated planning process which includes an updated risk assessment that provides the factual basis for activities proposed in the mitigation strategies to reduce losses and vulnerabilities, a five-year cycle for plan maintenance, and documentation of formal adoption by the City of Orting; and

WHEREAS, the Region 5 All Hazard Mitigation Plan 2015-2020 Edition has been completed and approved by the State and the Federal Emergency Management Agency; and

WHEREAS, the City of Orting could risk not receiving future disaster funding if the All Hazard Mitigation Plan 2015-2020 City of Orting Addendum is not adopted; and

WHEREAS, the Orting City Council reviewed the All Hazard Mitigation Plan, 2015-2020 Edition;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF ORTING, WASHINGTON, DOES RESOLVE AS FOLLOWS:

Section 1. The Region 5 All Hazard Mitigation Plan, 2015-2020 Edition, is hereby adopted as set forth in Exhibit A, which is attached.

Section 2. The City of Orting Addendum to the Region 5 Hazard Mitigation Plan, an update to the City of Orting Natural Hazard Mitigation Plan, is hereby adopted and shall be in full force and effect upon passage and signatures hereon.

PASSED BY THE CITY COUNCIL AT A REGULAR MEETING THEREOF ON THE 12TH DAY OF AUGUST, 2015.

CITY OF ORTING

Joachim Pestinger, Mayor

ATTEST/AUTHENTICATED:

Rachel Pitzel, City Clerk

Approved as to form:

John P. Long, Jr., City Attorney

Filed with the City Clerk: 08/12/15
Passed by the City Council: 08/12/15
Resolution No.: 2015-7

Mitigation Plan update has helped to ensure an accurate depiction of the Region’s risks, vulnerabilities, and mitigation priorities.

Planning Team

The Planning Team was organized early in 2012. The individual Region 5 Hazards Mitigation Planning Team members have an understanding of the portion of Pierce County containing their specific jurisdiction, including how residents, businesses, infrastructure, and the environment may be affected by all hazard events. The members are experienced in past and present mitigation activities, and represent those entities through which many of the mitigation measures would be implemented. The Planning Team guided the update of the Plan, assisted in reviewing and updating goals and measures, identified stakeholders, and shared local expertise to create a more comprehensive plan. The Planning Team was comprised of:

Table 1-1 Planning Team – City and Town Group

NAME	TITLE	JURISDICTION
Brian Hartsell	Executive Assistant	City of Bonney Lake
Don Morrison		City of Bonney Lake
Alan Predmore	Fire Chief/Emergency Manager	City of Buckley
Jim Arsanto	Chief of Police	City of Buckley
Bob Sheehan	Fire Chief	City of DuPont
Ed Knutson	Chief of Police	City of Edgewood
Kevin Stender	Community Development Senior Planner	City of Edgewood
Mark Mears	Assistant Police Chief	City of Fife
John Cheesman	Chief of Police	City of Fircrest
Mike Davis	Chief of Police	City of Gig Harbor
Paul Rice	Building and Fire Safety Director	City of Gig Harbor
Christine Badger	Emergency Management Coordinator	City of Lakewood
Dana Herron	Building Official	City of Milton
Jim Jaques	Assistant Fire Chief	City of Milton/East Pierce Fire and Rescue
Mark Bethune	City Administrator	City of Orting
Karen Yates	Mayor	City of Roy
Bill Llewellyn	Council Member	City of Roy
Ryan Windish	Planning Manager	City of Sumner
Ute Weber	Emergency Manager	City of Tacoma
Tricia Tomaszewski	Clerk-Treasurer	Town of Carbonado
Dailene Argo	Town Clerk	Town of Carbonado
Bob Hudspeth	Fire Chief	Town of Eatonville
Doug Beagle	Town Administrator	Town of Eatonville
Kerry Murphy	Public Works	Town of Eatonville
Peggy Levesque	Mayor	Town of South Prairie
Marla Nevil	Town Clerk	Town of South Prairie
Paul Loveless	Town Administrator	Town of Steilacoom
Melanie Kohn	Clerk/Treasurer	Town of Wilkeson

Geo-Political Summary

Table 2-2 Geo-Political Summary2

Jurisdiction	Area (sq mi)	Elevation Range (ft.)	Major Water Features	Regional Partners	
				Shared Borders	Land Use Authorities
City of Orting	2.7444	140-360	<ul style="list-style-type: none"> • Puyallup Watershed • 16-Lower Carbon River Basin • 23-Mid Puyallup River Basin 	<ul style="list-style-type: none"> • Unincorporated Pierce County 	<ul style="list-style-type: none"> • Orting • Unincorporated Pierce County

Legal and Regulatory

Table 3-1 Legal and Regulatory

Regulatory Tools (Ordinances and Codes)	Yes or No
Jurisdiction Capabilities	
Building Construction/Design Construction Codes	Yes
Flood Damage Prevention Ordinance	Yes
Growth Management Ordinance	Yes
Critical Area Ordinance	Yes
Hazard Setback Requirements	Yes
Hillside and Steep Slope Ordinance	NA
Land Use and Regulatory Codes	Yes
Mechanical Codes	Yes
Plan Review Requirements	Yes
Plumbing Codes	Yes
Real Estate Disclosure Requirements	No
Storm Water Management	Yes
Subdivision Ordinance or Regulations	Yes
Tax and License Codes	Yes
Wildfire Ordinance	No
Zoning Ordinance	Yes

APPENDIX B

**REGION 5 ALL HAZARD MITIGATION PLAN
2015-2020 EDITION
CITY OF ORTING**

Region 5 Hazard Mitigation Planning Team

City of Orting

NAME	TITLE	JURISDICTION-DEPARTMENT
Mark Bethune	City Administrator	City of Orting - Administration

Public Education Mitigation Measures

Continue Lahar Evacuation Drills

Hazards: V¹

On average the Orting Region citizens have about 40 minutes to evacuate from a lahar originating from Mt. Rainier. This measure will improve on current school and neighborhood evacuation drills by identifying bottlenecks, coordination of the different schools, and amending drills to try different routes. The City will seek opportunities to implement city wide evacuation drills in coordination with County and Statewide hazard drills.

1. **Goal(s) Addressed** = Protect Life and Property; Establish and Strengthen Partnerships for Implementation; Increase Public Preparedness for Disasters.
 2. **Cost of Measure** = \$2,000 per exercise
 3. **Funding Source and Situation** = Funding could be obtained through City funds and state/federal grants.
 4. **Lead Jurisdiction(s)** = City of Orting and Orting School District
 5. **Timeline** = Ongoing
 6. **Benefit** = City of Orting schools and Neighborhoods
 7. **Life of Measure** = Perpetual
 8. **Community Reaction** = the proposal would be somewhat controversial.
-

Public Education – Implement Community Emergency Response Team

Hazards: E, L, D, F, SW, WUI¹

This measure will have the City partner with Pierce County to establish volunteer Emergency Response Teams in Orting.

The Community Emergency Response Team (CERT) Program educates people about disaster preparedness for hazards that may impact their area and trains them in basic disaster response skills, such as **fire safety**, light search and rescue, utility safety, team organization, and disaster medical operations. Using the training learned in the classroom and during exercises, CERT members can assist others in their neighborhood or workplace following an event when professional responders are not immediately available to help. CERT members also are encouraged to support emergency response agencies by taking a more active role in emergency preparedness projects in their community.

1. **Goal(s) Addressed** = Protect Life and Property; Establish and Strengthen Partnerships for Implementation; Increase Public Preparedness for Disasters.
 2. **Cost of Measure** = \$5,500 annually
 3. **Funding Source and Situation** = Funding could be obtained through local budgets or grants.
 4. **Lead Jurisdiction(s)** = City of Orting - Administration
-

National Flood Insurance Program

Hazards: F

Orting will ensure that the City is compliant with the National Flood Insurance Program by updating floodplain identification and mapping, enforcing the flood damage prevention ordinance, and providing public education on floodplain requirements and impacts. The City of Orting will be an active participant in the Pierce County Flood Control District. The City will enter the LAMP process with the Corp of Engineers to receive FEMA certification of the Puyallup Setback levee.

1. **Goal(s) Addressed** = Protect life and property; Ensure Continuity of Operations; Increase Public Preparedness; Increase and Strengthen Partnerships; Protect the Environment; Increase Public Preparedness
2. **Cost of Measure** = \$350,000
3. **Funding Source and Situation** = Funding could be obtained through local budget or grants
4. **Lead Jurisdiction(s)** = Orting Building Department; Pierce County Public Works Dept.
5. **Timeline** = On-going
6. **Benefit** = City-wide; Regional
7. **Life of Measure** = Perpetual
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

Construct Outfalls with Tide-flex Valves along the Puyallup and Carbon Rivers

Hazards: V, F, SW¹, MM²

Design and install outfalls with tide-flex valves along the Puyallup and Carbon Rivers to prevent river water from flowing into the city and maintain fish habitat.

9. **Goal(s) Addressed** = Protect Life and Property; Promote A Sustainable Economy; Ensure Continuity of Operations; Preserve or Restore Natural Resources.
10. **Cost of Measure** = \$250,000 each (need 3) or a total of \$750,000
11. **Funding Source and Situation** = Funding could be obtained through Storm Impact Fee for match, or state and federal grants.
12. **Lead Jurisdiction(s)** = City of Orting – Public Works/Building Dept.
13. **Timeline** = Long-Term
14. **Benefit** = Entire city and population, reduces impact of flooding. Levee system benefit in relieving pressure.
15. **Life of Measure** = 15 years
16. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

City Infrastructure-Structural Retrofit

Hazards: E, SW¹

This measure would develop and implement a program to assess and structurally retrofit City **buildings and** Infrastructure. Priority would be given to infrastructure that serves the greatest population. Retro-fitting infrastructure would provide for the ability to maintain facility integrity and safety through hazardous events including earthquake and flood.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Increase Public Preparedness for Disasters; Promote a Sustainable Economy.
2. **Cost of Measure** = TBD
3. **Funding Source and Situation** = Funding could be obtained through local match or state and federal grants.
4. **Lead Jurisdiction(s)** = City of Orting - Administration
5. **Timeline** = Long-term
6. **Benefit** = Citizens of Orting and Orting Public Services
7. **Life of Measure** = 50 years
8. **Community Reaction** = the proposal would be somewhat controversial.

Continue Support of the CRS Program

Hazards: F, SW¹

The measure would involve the City to continue development in the NFIP CRS Program. Currently, the City has a rating of 5. The City will work to sustain the rating.

1. **Goal(s) Addressed** = Protect Life and Property; Ensure Continuity of Operations; Establish and Strengthen Partnerships for Implementation; Preserve or Restore Natural Resources; Increase Public Preparedness for Disasters; Promote a Sustainable Economy.
2. **Cost of Measure** = \$2,500/year
3. **Funding Source and Situation** = Funding could be obtained through local budget as well as state and federal grants.
4. **Lead Jurisdiction(s)** = City of Orting – Public Works/Building Department
5. **Timeline** = Long-term
6. **Benefit** = City of Orting, surrounding jurisdictions and environment
7. **Life of Measure** = Varies
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

Support Implementation Of The Orting Emergency Evacuation Bridge

Hazards: V, F¹

The City of Orting recognizes the risk of a Lahar mudflow from Mt. Rainier. The Bridge for Kids a non-profit organization was awarded grant money from the State and Federal Government of nearly 2.4 million dollars to do an alternative analysis study and eventually design a more effective evacuation route off the valley floor. Pierce County Public works administered the project and contracted design funds. BergerABAM was contracted to design the evacuation route and structures needed to meet the criteria of evacuating the greatest number of people from the valley floor in a Lahar event.

The alternative analysis proposed a three component pedestrian self-evacuate route crossing SR162 and the Carbon River leading to an evacuation receiving area near the Tehaleh Development. The project Alternative Analysis was adopted by the city and is identified as the “Orting Emergency Evacuation Bridge System.”

The projects next steps will be to proceed to final design and construction. The city will assume the lead agency role working in joint collaboration with the State, County and Federal agencies, seeking out sources of funding to proceed towards the successful completion of the project including, environmental documentation, right of way plans, acquisition of SR162 right of way and final design. This project will benefit all citizens and students in town with the fastest most effective pedestrian evacuation route to a high ground receiving area.

1. **Goal(s) Addressed** = Protect Life and Property; Establish and Strengthen Partnerships for Implementation; Promote a Sustainable Economy.
2. **Cost of Measure** = \$45 million
3. **Funding Source and Situation** = Funding could be obtained through state and federal grants.
4. **Lead Jurisdiction(s)** = Pierce County Public Works, new lead in process.
5. **Timeline** = Long-term
6. **Benefit** = City of Orting, others in Valley, First Responders
7. **Life of Measure** = 75 years
8. **Community Reaction** = the proposal is likely to be endorsed by the entire community.

2015 Day of Service Project List

- 1) Paint Picnic Tables and Benches in the Park
 - i) **City provide Paint and Brushes?**
- 2) Paint Beckie' s Storage Shed (Next to PW Parking bay)
 - a) **Pressure wash prior to painting—City or Work Group?**
 - b) **City Provide paint and brushes**
- 3) Paint red curb around Playground in the Park
 - a) **Pressure wash prior to painting—City or Work Group?-Need pressure washer, goggles**
 - b) **City Provide paint and brushes**
- 4) Stain / Paint Public Safety Building—(Need someone with experience for professional look)
 - a) **Pressure wash prior to painting—City or Work Group?**
 - b) **City Provide paint and brushes**
- 5) Clean Sandstone Marker Stones (Three Corner Park, Triangle Park, North Park, Williams Park)
Brush, soap and water
- 6) Trim and shape Cemetery Hedge
 - a) **Recently completed, may need slight trim**
 - b) **Gas trimmer, rakes, wheelbarrow**
- 7) Clean Cemetery Headstones (Straighten, and glue as needed)
 - a) **Goggles, Glue, shovel, bar (to help move stones, if needed)**
- 8) Weed and rake planter strips and flower beds—
 - a) North Park Fountain
 - i) **Hoes, rake, bucket or wheel barrow**
 - b) Memorial Park (Whitesell St)
 - i) **Hoes, rake, bucket or wheel barrow**
 - c) Storm drainage planter strip in front of main park wall
 - i) **Hoes, rake, bucket or wheel barrow**

- d) Public Safety Bldg. flower beds
 - i) **Hoes, rake, bucket or wheel barrow**

- 9) Clean up around Kiosk
 - i) **Hoes, rake, bucket or wheel barrow**

- 10) Pressure Wash Big Toys
 - i) **Pressure Washer (s)**

- 11) Sand and stain City Hall Front Doors and Moldings
 - a) **Sand Paper, Sander, Stain**



City of Orting
City Council Staff Report

Date: August 12, 2015

Prepared By: J.C. Hungerford, P.E.

Agenda Item: Scope and Budget for High Cedars Forcemain & Lift Station Replacement Construction Services

Issue Synopsis:	Requesting scope and budget approval for professional services as described in the attached High Cedars Forcemain & Lift Station Replacement Construction Services Construction Services Scope of Work.
Background:	<p>The City opened bids for construction of the High Cedars Force Main and Lift Station Replacement Project Tuesday, July 9, 2015. Construction will continue for approximately 4 months once the contractor has mobilized to the site. Northwest Cascade, Inc. has submitted a bid for \$1,067,905.73 for construction of the High Cedars Force Main and Lift Station Replacement Project. Notice of Award was issued on around August 6, 2015. Contractor will then begin to submit material submittals for materials to be used for construction. These submittals will be reviewed by the engineering team. Following approval, the Contractor will mobilize onsite and begin construction. The attached scope for construction management describes the services Parametrix will be providing throughout the duration of construction. These include contract management, construction surveying, construction observation, material tracking and documentation, programming and system integration, and project closeout.</p>
Policy Options:	Approve, amend, deny
Analysis:	<p>The current sanitary sewer lift station at the development of High Cedars is approaching its 25-year design life per EPA standards. Furthermore, the High Cedars force main appears to be nearing its useful life (although force mains are generally considered to have a longer design life as previously stated). These facilities were installed during the late 1970s, and have exhibited problems within recent years. The force main has broken approximately 10 times over the last 40 years, and the current lift station needs to be brought to current NEC (National Electrical Code) standards, DOE standards for critical facilities, as well as City SCADA (Supervisory Control and Data Acquisition) standards.</p> <p>The City has budgeted \$1,500,000 in the Sewer Fund (408). The</p>

	apparent low bid for construction is \$1,067,905.73, the attached budget for construction services is for \$199,861.50 leaving a surplus of \$232,232.77. This is detailed below.
Fiscal Impact:	Fund(s): 408 (408-594-35-63-25) and (408-594-35-63-26), Expenditure Required: \$199,861.50 Amount Budgeted: \$1,500,000 Additional Appropriation Required: \$0
Policy Questions:	None
Staff Recommendation:	Recommend approval
(Committee) Recommendation:	Approve
Attachments:	Scope and Budget for Professional Services

SCOPE OF WORK

City of Orting High Cedars Forcemain & Lift Station Replacement Construction Services

SCOPE SUMMARY

The City of Orting desires to upgrade the existing sanitary sewer lift station and replace the forcemain for the High Cedars Development and Golf Course Facility. The purpose of this scope of work is to outline the construction administration, construction staking and inspection services that Parametrix will provide for the High Cedars Forcemain and Lift Station Replacement project for the City of Orting.

TASK 01 – PROJECT MANAGEMENT

The objective of this task is to provide overall project management of the consultant contract with the City of Orting.

1.1 General Project Management

This task includes general management functions that include the following:

- Project Planning – Document and communicate the scope of work, budget, and schedule as a road map for the project team. Coordinate project team and issues throughout the project.
- Budget and Schedule Tracking – Track the project budget using Parametrix in-house tools to verify that progress is keeping pace with spending.
- Monthly Progress Reports – Prepare a monthly invoice for services performed by Parametrix.
- Correspondence – Prepare written correspondence as needed to document project management issues and/or concerns.

Deliverables

- Miscellaneous correspondence to document project management issues.
- Monthly progress reports enclosed with invoices.

Assumptions

- Project management services will begin during preconstruction preparation in August 2015 and end with construction closeout by January 2016.
- Total construction time will not exceed 75 working days.

TASK 02 – PROJECT STARTUP

The objective of this task is to provide project startup of the High Cedars Forcemain & Lift Station Replacement Project.

2.1 Project Startup

This task includes general management functions that include the following:

- Establish lines of communication for project between City, Contractor and Parametrix.
- Review of the file structure and prepare structure consistent with audit standards.
- Create Record of Materials (ROM) and review with the City.
- Set up submittal submittal log for reviews to be completed by Parametrix.

Deliverables

- Submittal review log (ROM)

Assumptions

- Total construction time will not exceed 75 working days.

TASK 03 – CONSTRUCTION STAKING

The objective of this task is to provide construction survey, as required by the contract documents, and restoration of monuments disturbed by the construction.

3.1 Survey

Parametrix staff will perform construction survey, as described in the contract documents:

- Sanitary Sewer: Surveyors will double offset to center of manhole for sanitary sewer structures. Single offsets will be set along the sewer forcemain alignment from STA 10+10 to STA 33+35 provide alignment control and grade checks. Grades will be marked on the stakes to invert of pipe and rim of structure. Cut-sheets will be provided.
- Pump Station: Surveyors will provide offset stakes for the pump station and associated structures. Cut-sheets will be provided.
- Roadway: Surveyors will provide staking of saw cut limits within the parking lot.
- Staking will be provided once. Should the contractor demolish stakes, they will be provided at a cost to the contractor.

Assumptions

- Total construction time will not exceed 75 calendar days.
- Any change orders that require additional contract time may require additional time or costs associated with this task.

TASK 04 - OFFICE ENGINEERING AND DOCUMENTATION

The objective of Task 2 is to provide construction administration and documentation services for the High Cedars Forcemain and Lift Station Replacement Project. This task includes administering construction; monitoring construction costs and schedule; providing documentation of materials, submittals, and requests for information; preparing progress payments; and completing final construction contract documentation.

4.1 Construction Meetings

Prepare for and facilitate the preconstruction meeting. Parametrix will prepare the agenda and project documentation package for the meeting. Minutes will be prepared and distributed to all applicable parties. Up to 15 weekly meetings and three field meetings during the course of construction will also be conducted. The purpose of the meetings is to observe, document, and facilitate resolution of any problems encountered during the course of construction.

4.2 Construction Documentation

Parametrix will provide all required documentation for the project. Parametrix will maintain an accurate, up to date project file that will be copied to the City of Orting at the end of the project. Documentation in the project files will include the following items:

- Monitoring and calculating material quantities on a daily basis.
- Preparing monthly pay estimates (5 total).
- Reviewing and approving submittals (up to 60 total).
- Responding to requests for information (up to five total).
- Documenting contractor conformance with contract documents.
- Preparing one change order for the City's signature and approval.

4.3 Project Close-Out Documents

Parametrix staff will coordinate the final walk-through and acceptance of the project. This will include documentation of any outstanding issues and follow-up to resolution. Parametrix will provide and/or assist with the execution of all project and contract close-out documentation including:

- Verification of prevailing wages paid.
- Notice of substantial completion.
- Documentation of project punch list and completion thereof.
- Notice of final completion.
- Final payments and release of retainage.

TASK 05 – CONSTRUCTION OBSERVATION

5.1 Construction Observation

The construction observer will monitor the contractor during all construction activities. Services provided under this task include, but are not limited to the following:

- Attendance at Preconstruction Meeting and weekly meetings.
- Review of daily on-site project progress. This will be documented in the inspector's daily reports (IDRs) and field note records (FNRs).
- Documentation of pay quantities using Field Note Records.
- Verification of the contractor's work for compliance with the contract and City standards.
- Coordination of sampling and testing for asphalt and concrete bid items. Review of subsequent test results and reports for correctness and compliance with the contract documents.
- Documentation of construction progress, potential problems, and identified problems with photos and/or videos.
- Inspection of contractor-implemented traffic control on a daily basis.
- Inspection of contractor-implemented temporary erosion and sediment control.
- Upon substantial completion of the project, Parametrix staff along with appropriate City staff will perform a punch list walk-through of the entire project. The purpose is to itemize all miscellaneous uncompleted work items and/or faulty workmanship items that would need to be addressed before final acceptance of the project. Parametrix will document the list of outstanding items and coordinate with the contractor to expedite the completion.

Deliverables

- Daily observation reports.
- Field note records.
- Project photos.
- Testing results of asphalt and subgrade.

Assumptions

- Total construction time will not exceed 75 working days.
- Any change orders that require additional contract time may require additional time or costs associated with this task.
- Work days will not exceed 8 hrs. per day or 40 hours per week. Weekend observation beyond 40 hours per week is not included in this scope of work.

TASK 06 – PROGRAMMING & SYSTEMS INTEGRATION

6.1 – Pump Station

Parametrix will provide PLC and HMI programming for the Pump Station.

Assumptions

- No separate specifications will be written for programming or systems integration; programming will be based on the control strategy in the design documents.
- On-site installation of PLC and HMI programming will not begin until after the electrical and controls system is fully installed and tested by the Contractor.
- The Contractor will provide qualified testing assistance, tools, and clean water to operate the pump station and simulate alarms during the programming and integration process.

SCOPE OF WORK (continued)

- The Contractor will be responsible for furnishing and installing the PLC, HMI, and all associated software and equipment.
- The City will provide access to their SCADA system as necessary for systems integration.
- All programming will be provided with open architecture to facilitate future programming changes and operational adjustments.
- Training of Owner's operations staff will be limited to one trip not exceeding 4 hours and will be conducted on the pump station site after proper operation of the pump station is confirmed.
- HMI programming is limited to the following:
 - Five Screens: System Overview, Grinder Controls, Pump Controls, Set Points, Alarms.
 - No Trends.
 - No Reports.
- This scope of work covers effort through commissioning only. Ongoing SCADA system support after commissioning, if desired by the City, will be provided under separate contract.

Deliverables

- Programming of the Pump Station PLC and HMI.
- One copy of the final programming in electronic format on CD.

Client: City of Orting
 Project: City of Orting On-call 2014-2017
 Project No: 2161711020

John C. Hungerford	April D. Whittaker	Shari Morgan	Mallory L. Miller	Oskar K. Agustsson	Joel S. Linke	Glen E. Barcus	David A. Ironmonger	Scott D. Spees	Rick Hermes	Lauretha L. Ruffin	Terry L. Ripoli
Sr Engineer	Project Controls Specialist	Sr Project Accountant	Engineer IV	Sr Electrical Engineer	Engineer IV	Sr Electrical Designer	Sr Surveyor	Surveyor III	Sr Consultant	Sr Tech Aide	Construction Mgr
\$170.00	\$110.00	\$105.00	\$145.00	\$180.00	\$145.00	\$160.00	\$150.00	\$110.00	\$190.00	\$80.00	\$135.00

Burdened Rates:

Phase	Task	Description	Labor Dollars	Labor Hours												
		HC FM & LS Const. Svcs	\$188,710.00	1,353	126	200	9	40	36	40	180	14	24	8	1	675
	01	PM	\$15,440.00	108	60	40	8									
	02	Project Start Up	\$2,205.00	19	2	16	1									
	03	Construction Staking	\$4,820.00	39								14	24		1	
	04	Office Engineering	\$43,440.00	316	64	144		40	20	40				8		
	05	Construction Observation	\$91,125.00	675												675
	05SUB	Material Testing & Inspection	\$0.00	0												
	06	Programming & Systems Integ.	\$31,680.00	196					16		180					
Labor Totals:			\$188,710.00	1,353	126	200	9	40	36	40	180	14	24	8	1	675
					\$21,420.00	\$22,000.00	\$945.00	\$5,800.00	\$6,480.00	\$5,800.00	\$28,800.00	\$2,100.00	\$2,640.00	\$1,520.00	\$80.00	\$91,125.00

SUBCONSULTANTS

<u>Subconsultant Name</u>	<u>Amount</u>
Materials Testing & Consulting Inc	\$ 9,625.00
Subconsultant Total:	\$ 9,625.00

DIRECT EXPENSES:

<u>Description</u>	<u>Amount</u>
B & W 8.5 x 11	\$ 20.00
B & W 11 x 17	\$ 2.00
Color 11 x 17	\$ 4.00
Color 8.5 x 11	\$ 10.00
Mileage	\$ 1,184.50
Survey Equipment Public	\$ 306.00
Expense Total:	\$ 1,526.50

Project Total: \$ 199,861.50



City of Orting
City Council Staff Report

Date: August 6, 2015

Prepared By: Laura Hinds

Agenda Item: Generator Maintenance: Low Bidder Approval

Issue Synopsis:	The City went out for bid for annual generator maintenance.
Background:	The City has 12 generators that are depended upon during power outages. They provide power to our sewer and water system as well as buildings
Policy Options:	Approve/deny
Analysis:	The intent of preventive generator maintenance will ensure optimum performance in the event of emergencies. The City requested bids from 8 vendors and only two made bids: Cummins NW and Pacific Power. The low bidder was Cummins at \$9,789.89.
Fiscal Impact:	Fund(s): 401.534.60.48.02 – Generator Maint. budgeted for \$ 6,500 408.535.50.48.07 – Generator Maint. budgeted for \$ 5,000 Expenditure Required: Lowest Responsible Bidder : Cummins NW \$ 9,789.89 Amount Budgeted: \$ 11,500 Additional Appropriation Required: None
Policy Questions:	N/A
Staff Recommendation:	Recommend Approval
Committee Recommendation:	Approved for recommendation by Utility & Technologies August 6, 2014
Attachments:	*Bid Response Summary *Generator List



Purchase Order

City of Orting
Big Town / Big View

Date: July 7, 2015
P.O. #: 1596

Pay To:

Cummins Northwest
811 SW Grady Way
Renton, WA 98057

Phone: (425) 235-3400

Cell (206) 276-6515

ryan.schrag@cummins.com

Requested By:	Payment Details	Received Date:
D Kaelin	Net 30-days	

Qty	Serial	Description	Job	Unit Price	Line Total
1.00	I050826680	Repair & Annual Maintenance	WW	\$ 1,138.25	\$ 1,138.25
1.00	J060982677	Repair & Annual Maintenance	City Hall	1,050.36	\$ 1,050.36
1.00	D040632615	Repair & Annual Maintenance	WW	1,138.25	\$ 1,138.25
1.00	A060879114	Repair & Annual Maintenance	W	1,229.85	\$ 1,229.85
1.00	J090041721	Annual Maintenance	W	367.39	\$ 367.39
1.00	6115-081-2034	Annual Maintenance	PSB	357.56	\$ 357.56
1.00	3981	Annual Maintenance	WW	368.13	\$ 368.13
1.00	2012223	Annual Maintenance	City Hall	402.62	\$ 402.62
1.00	OG145-1	Annual Maintenance	WW	392.61	\$ 392.61
1.00	365676	Annual Maintenance	W	488.57	\$ 488.57
1.00	9FG01746	Annual Maintenance	WW	1,248.85	\$ 1,248.85
1.00	K100171299	Annual Maintenance	W	815.61	\$ 815.61
				\$	-
				\$	-
				\$	-
				\$	-

Subtotal	\$	8,998.05
Sales Tax		791.84
Total	\$	9,789.89

Please send all invoices by mail or email to:

City of Orting, Public Works Dept.
PO Box 489
Orting, WA 98360
lhinds@cityoforting.org

Department Description:

Generator Maint - Water, WW,

BARS:

401.534.60.48.02 \$6,500 / 408.535.50.48.07 \$5,000

Authorized by	Date
<i>[Signature]</i>	7/7/15

Shipping Address:

City of Orting, 110 Train St SE, Orting, WA 98360 P (360) 893-2219 F (360) 893-6809

CITY OF ORTING

Short Form Contract

110 Train St SE
Orting, WA 98360

lhinds@cityoforting.org
(360) 893-2219 x139

June 9, 2015

Contractor/Vendor Name: Cummings Inc
Address: 811 SW Liberty Way
Benton WA 98507
Telephone: 509-225-2400 x3116

Project No.: PW2015-01
Budget Item: 401/408/410/001
Project Name: Generator Maintenance

AGREEMENT

This Agreement is made and entered into this ___ day of _____, 20___, by and between the City of Orting, hereinafter called "the City," and _____, hereinafter called "the Contractor."

The City and the Contractor hereby agree as follows:

R. SCOPE OF WORK.

Two Schedules are provided for services. Schedule A shall supersede Schedule B, pending low bid results. If the combined total of both Schedules is within City's budget, than both Schedules may be awarded. The Contractor shall perform those services described on Exhibit A, for Schedule B, attached hereto and incorporated herein by this reference as if fully set forth. In performing such services, the Contractor shall at all times comply with all federal, state, and local statutes, rules, and ordinances applicable to the performance of such services and the handling of any funds used in connection therewith. Schedule A shall follow same federal, state and local statutes, rules and ordinances, however following the described services requested on the Bid Tab of Exhibit B and Exhibit A.

2. TIME OF COMPLETION.

The work shall be commenced following 15-days after Council approval and be completed no later than September 30, 2015.

3. CONTRACT SUM.

The City shall pay the Contractor for the performance of the work the sum of \$9,789.89, plus applicable Washington state sales tax.

4. PAYMENTS.

The City shall make payments on account of the contract at completion of project.

5. ACCEPTANCE AND FINAL PAYMENT.

Final payment shall be due ten (20) days after completion of the work, provided the contract is fully performed and accepted.

CITY OF ORTING

Short Form Contract

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lhinds@cityoforting.org
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6. GENERAL CONDITIONS.

The City and the Contractor agree upon the following general conditions which shall govern:

R. Contract Documents.

The contract includes this Agreement, and the Scope of Work and Payment exhibits attached hereto.

The intent of these documents is to include all labor, materials, appliances, and services of every kind necessary for the proper execution of work, and the terms and conditions of payment therefor.

The documents are to be considered as one, and whatever is called for by any one of the documents shall be as binding as if called for by all.

The Contractor agrees to verify all measurements set forth in the above documents and to report all differences in measurements before commencing to perform any work hereunder.

B. Materials, Appliances, and Employees.

Except as otherwise noted, the Contractor shall provide and pay for all materials, labor, tools, water, power, and other items necessary to complete the work.

Unless otherwise specified, all material shall be new, and both workmanship and materials shall be of good quality.

Contractor warrants that all workmen and subcontractors shall be skilled in their trades.

C. Surveys, Permits, and Regulations.

The City shall furnish all surveys unless otherwise specified. Permits and licenses necessary for the prosecution of the work shall be secured and paid for by the Contractor. Easements for permanent structures or permanent changes in existing facilities shall be secured and paid for by the City unless otherwise specified. The Contractor shall comply with all laws and regulations bearing on the conduct of the work and shall notify the City in writing if the drawings and specifications are at variance therewith.

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D. Protection of Work, Property, and Persons.

The Contractor shall adequately protect the work, adjacent property, and the public, and shall be responsible for any damage or injury due to its act or neglect.

E. Access to Work.

The Contractor shall permit and facilitate observation of the work by the City and its agents and public authorities at all times.

F. Changes in the Work.

The City may order changes in the work, the contract sum being adjusted accordingly. All such orders and adjustments shall be in writing. Claims by the Contractor for extra cost must be in writing before executing the work involved.

G. Correction of Work.

The Contractor shall re-execute any work that fails to conform to the requirements of the contract and that appears during the progress of the work, and shall remedy any defects due to faulty materials or workmanship which appear within a period of one (1) year from the date of completion of the contract and final acceptance of the work by the City, unless the manufacturer of the equipment or materials has a warranty for a longer period of time, which warranties shall be assigned by the Contractor to the City. The provisions of this article apply to work done by subcontractors as well as to work done by direct employees of the Contractor.

H. City's Right to Terminate Contract.

Should the Contractor neglect to prosecute the work properly, or fail to perform any provision of the contract, the City, after seven (7) days' written notice to the Contractor, and its surety, if any, may without prejudice to any other remedy the City may have, make good the deficiencies and may deduct the cost thereof from the payment then or thereafter due the contract or, at the City's option, may terminate the contract and take possession of all materials, tools, appliances, and finish work by such means as the City sees fit, and if the unpaid balance of the contract price exceeds the expense of finishing the work, such excess shall be paid to the Contractor, but if such expense exceeds such unpaid balance, the Contractor shall pay the difference to the City.

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R. Payments.

Payment is made pursuant to Section 4. However payment may be withheld on account of defective work not remedied, liens filed, damage by the Contractor to others not adjusted, or failure to make payments properly to the subcontractors. (Refer to Exhibit B for payment reference)

J. Contractor's Liability Insurance.

The CONTRACTOR shall provide insurance coverage at the contractor's cost that shall be maintained in full force and effect during the term of this contract, as follows:

The insurance required shall be issued by an insurance company(s) authorized to do business within the State of Washington, and shall name the City of Orting, its agents and employees, as additional insureds by endorsement under the insurance policy(s). All policies shall be primary to any other valid and collectable insurance. The city of Orting does not waive its right to subrogation against the contractor, and the policy shall be so endorsed. CONTRACTOR shall instruct the insurers to give the City of Orting, at least 30-days advance notice of any insurance cancellation.

The CONTRACTOR shall submit to the City of Orting, within 15-days of the contract effective date, a Certificate of Insurance, which outlines the coverage and limits defined in the Insurance section. CONTRACTOR shall submit renewal certificates as appropriate during the term of the contract.

The contractor shall obtain at the contractor's cost, and maintain in full force and effect during the term of the contract, insurance to meet the following minimum amounts from an insurance carrier licensed to conduct business in the State of Washington. All carriers (except Workers compensation) shall have a minimum A.M. Best rating of 'A' VII or better.

SUBCONTRACTORS:

Contractor shall include all subcontractors as insureds under its policies or shall furnish separate certificates and endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the same insurance requirements as stated herein for the Contractor.

CITY OF ORTING

Short Form Contract

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No Limitation. Contractor's maintenance of insurance as required by the agreement shall not be construed to limit the liability of the Contractor to the coverage provided by such insurance, or otherwise limit the City's resource to any remedy available at law or in equity.

Minimum Scope of Insurance CONTRACTOR shall obtain insurance of the types described below:

1. **Automobile Liability** insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services office (ISO) form Ca 00 01 or a substitute form providing equivalent liability coverage. In necessary, the policy shall be endorsed to provide contractual liability coverage.
2. **Commercial General Liability** insurance shall be written on ISO occurrence, stop gap liability, independent contractors, products-completed operations, personal injury and advertising injury, and liability assumed under an insured contract. The Commercial General Liability insurance shall endorsed to insurance for liability arising from explosion, collapse or underground property damage. The City shall be named as an additional insured under the Contractor's Commercial General Liability insurance policy with respect to the work performed for the City using ISO Additional Insured endorsement CG 20 10 10 01 and Additional Insured-Completed Operations endorsement CG 20 37 10 01 or substitute endorsements providing equivalent coverage.
3. **Workers Compensation** coverage as required by the Industrial Insurance laws of the State of Washington, with a minimum of \$1,000,000 each accident, \$1,000,000 disease each employee, and \$1,000,000 disease policy limit.

Minimum Amounts of Insurance

Contractor shall maintain the following insurance limits:

1. **Automobile Liability** insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. **Commercial General Liability** insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 per project aggregate and a \$2,000,000 products – completed operations aggregate limit.
3. **Industrial Insurance Coverage:** The coverage shall provide or purchase industrial insurance coverage prior to performing work under this contract. The City of Orting will not be responsible for payment of industrial insurance premiums or for any other claim or benefit for this Contractor or any subcontractor or employee of the contractor which might arise under the industrial insurance laws during the performance of duties and services under this contract. If the Department of Labor and Industries, upon audit, determines that industrial insurance payments are due and owing as a result of work performed under this contract, those payments shall be made by the Contractor; the Contractor shall indemnify the City of Orting and guarantee payment of such amounts.

CITY OF ORTING

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Other Insurance Provisions

The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Commercial General Liability and builders Risk insurance:

1. The Contractor's insurance coverage shall be primary insurance as respect the City. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Contractor's insurance and shall not contribute with it.
2. The Contractor's insurance shall be endorsed to state that coverage shall not be cancelled by either party, except after thirty (30)days prior written notice be certified mail, return receipt requested, has been given to the City.

Contractor's Insurance for Other Losses

The Contractor shall assume full responsibility for all loss or damage from any cause whatsoever to any tools, Contractor's employee owned tools, machinery, equipment, or motor vehicles owned or rented by the Contractor, or the Contractor's agents, suppliers or contractors as well as to any temporary structures, scaffolding and protective fences.

K. Performance Bond.

The Contractor shall furnish to the City prior to start of construction a performance bond in an amount of one hundred percent (100%) of the contract in a form acceptable to the City. In lieu of bond for contracts less than \$25,000, the City may, at the Contractor's option, hold five percent (5%) of the contract amount as retainage for a period of thirty (30) days after final acceptance or until receipt of all necessary releases from the Department of Revenue and the Department of Labor and Industries and settlement of any liens, whichever is later.

L. Liens.

The final payment shall not be due until the Contractor has delivered to the City a complete release of all liens arising out of this contract or receipts in full covering all labor and materials for which a lien could be filed, or a bond satisfactory to the City indemnifying the City against any lien.

M. Separate Contracts.

The City has the right to let other contracts in connection with the work, and the Contractor shall properly cooperate with any such other contracts.

CITY OF ORTING

Short Form Contract

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lhinds@cityoforting.org
(360) 893-2219 x139

N. Attorneys' Fees and Costs.

In the event of legal action hereunder, the prevailing party shall be entitled to recover its reasonable attorneys' fees and costs.

O. Cleaning Up.

The Contractor shall keep the premises free from accumulation of waste material and rubbish, and at the completion of the work, shall remove from the premises all rubbish, implements, and surplus materials and leave the building broom-clean and private properties clear.

P. Indemnification. The Contractor shall protect, indemnify, and save the City of Orting harmless from and against any damage, cost or liability including reasonable attorney fees, for injuries to person or property arising from acts or omissions of Contractor, his employees, agents or subcontractors, howsoever caused. The Contractor will be responsible for any damages sustained by his employees to City of Orting equipment and/or fixtures and shall provide all repairs/replacements, as appropriate, at no cost to the City of Orting.

Independent Status of Contractor: The parties to this contract, in the performance of it, will be acting in their individual capacities and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party shall not be considered or construed to be the employees or agents of the other party for any purpose whatsoever.

Should a court of competent jurisdiction determine that this Agreement is subject to RCW 4.24.115, then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Contractor and the City, its officers, officials, employees, and volunteers, the Contractor's liability hereunder shall be only to the extent of the Contractor's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Contractor's waiver of immunity under Industrial Insurance, Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

CITY OF ORTING

Short Form Contract

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Q. Prevailing Wages.

The Contractor shall pay all laborers, workmen, and mechanics the prevailing wage and shall file the required "Statement of Intent to Pay Prevailing Wages" in conformance with RCW 39.12.040.

R. Discrimination Prohibited.

The Contractor shall comply with all Equal Employment Opportunity regulations and shall not discriminate against any employee, applicant for employment, or any person seeking the services of the Contractor on the basis of race, color, religion, creed, sex, age, national origin, marital status, or the presence of any sensory, mental, or physical handicap.

IN WITNESS WHEREOF, the parties hereto executed this Agreement the day and year first above written.

CONTRACTOR

CITY OF ORTING

By: _____

By: _____

Title: _____

Title: _____

Date: _____

Date: _____

ATTEST/AUTHENTICATED:

_____, City Clerk

APPROVED AS TO FORM:
OFFICE OF THE CITY ATTORNEY:

**PREVENTIVE MAINTENANCE TO CONSIST OF ONE
PREVENTIVE INSPECTION FOR EACH GENERATOR**

Engine-Generator Scheduled Maintenance Service Items:

- Change engine lubricating oil and filter(s)
- Change fuel filter(s) and purge air from fuel system
- Verify coolant protection level and concentration
- Inspect and record diesel fuel day tank / sub-base tank level (diesel unites)
- Inspect and record contaminant (water / debris) level in diesel day tank / sub-base tank
- Inspect and record main diesel fuel storage reservoir fuel level
- Inspect and record contaminant (water / debris) level in main fuel storage reservoir.
- Check coolant level and refill (if required)
- Inspect / Replace air cleaner and clean / wipe out dust or debris
- Inspect cooling system including radiator and duct flange / louver assemblies
- Inspect water pump for leakage or seeping
- Inspect engine drive belt system and adjust (if required)
- Inspect engine coolant hoses between radiator and engine block
- Inspect engine block heater for proper operation
- Inspect engine block heater hoses
- Inspect battery electrolyte level and refill (if possible)
- Inspect battery posts and cable assemblies and clean (if required)
- Load test engine start battery and record voltage / battery condition
- Inspect wire harness for corroded / loose connections and correct as required
- Verify operation of control switches and operator interface panel
- Record run hours (at end of test)

Automatic Transfer Switch (ATS):

- Inspect and clean ATS Cabinet
- Inspect and clean ATS interior
- Inspect and record ATS electrical connection temperature via infrared inspection
- Inspect and clean ATS contactor / actuator assembly. (If Practical)
- Verify ATS exercise clock settings and correct as required (to City specifications)
- Inspect ATS contact sets for alignment and adjust as required (If Practical)

By signing this document, the contractor is aware and acknowledges the terms, conditions of all state laws and specifications as requested by the contract and the terms and conditions to the Small Works Roster.

Contractor Initials



RENTON
 CUMMINS INC.
 PO BOX 9811
 RENTON, WA 98057
 Phone: 425-235-3400

PLANNED MAINTENANCE AGREEMENT

<u>Customer Address</u>	<u>Customer Contact</u>	<u>Quote Information</u>
CITY OF ORTING	Contact: Dean Kaelin	Quote Date: 09-JUN-15
PUBLIC WORKS	Phone: 360 893-6809	Quote Expires: 09-SEP-15
PO BOX 489	Fax: 360 893-6809	Quote Num: 17734
Orting, WA 98360	Cust Id: 1186430	Quoted By: Ryan T Schrag
		Quote Term: 1 Year(s)

<u>Site Information</u>					
1	PMA-WWTP	WWTP		ORTING	WA 98360
2	PMA-VILLAGE GREEN WWPS	VILLAGE GREEN WW PUMP ST		ORTING	WA 98360
3	PMA-WINGATE PUMP ST	WINGATE PUMP ST		ORTING	WA 98360
4	PMA-WELL #1 PUMP ST	WELL #1 CITY WATER PS		ORTING	WA 98360
5	PMA-CITY HALL 40KW	CITY HALL		ORTING	WA 98360
6	PMA-VILLAGE CREST LIFT ST	VILLAGE CREST LIFT ST		ORTING	WA 98360
7	PMA-PUYALLUP RIVER LS	PUYALLUP RIVER LIFT ST		ORTING	WA 98360
8	PMA-PUBLIC SAFETY 60KW	PORTABE UNIT PUB SAFETY		ORTING	WA 98360
9	PMA-WELL #3	WELL #3		ORTING	WA 98360
10	PMA-CITY HALL 30KW	CITY HALL		ORTING	WA 98360
11	PMA-CARBON RIVER PS	HANSBERRY AVE SE		ORTING	WA 98360
12	PMA-WELL #4	902 ROCKY RD. NE		ORTING	WA 98360

<u>Site</u>	<u>Unit Number</u>	<u>Manufacturer</u>	<u>Model</u>	<u>Prod Model</u>	<u>Serial Number</u>	<u>Type</u>
1	WWTP-CAT 600K CAT		GEN SET	3412	9FG01749	ST
2	VILLAGE GREEN ALTECH		GEN SET	70KW	D6145-1	ST
3	WINGATE WATE CUMMINS		GEN SET	35KW	J090041721	ST
4	CITY WELL #1 KOHLER		GEN SET	200ROZ	365676	ST
5	CITY HALL 40KV GENERAC		GEN SET	40KW GENERAC	2012223	ST
6	VILLAGE CREST ONAN		GEN SET	DGCA	D040632615	ST
7	PUYALLUP RIVE ONAN		GEN SET	DGCA	I050826680	ST
8	PUB SAFETY 60K PORTABLE		GEN SET	60KW MILITARY	351082	ST
9	WELL #3 ONAN		GEN SET	DGDK	A060879114	ST
10	2677GS-30KW ONAN		GEN SET	30GGMC	J060982677	ST
11	CARBON RIVER ALTECH		SAPP66512L1	SAPP66512L1-408080	3981	ST
12	WELL #4 CPG		DFEK	DFEK	K100171299	ST

<u>Site</u>	<u>Unit Number</u>	<u>Service Event</u>	<u>Qty</u>	<u>Sell Price</u>	<u>Extended Price</u>
1	WWTP-CAT 600KW	ANNUAL SERVICE	1	1,248.85	1,248.85
2	VILLAGE GREEN	ANNUAL SERVICE	1	392.61	392.61
3	WINGATE WATER	ANNUAL SERVICE	1	367.39	367.39
4	CITY WELL #1	ANNUAL SERVICE	1	488.57	488.57
5	CITY HALL 40KW	ANNUAL SERVICE	1	402.62	402.62
6	VILLAGE CREST	BELTS, HOSES, COOLANT	1	786.13	786.13

PLANNED MAINTENANCE AGREEMENT

Customer Address		Customer Contact		Quote Information	
CITY OF ORTING PUBLIC WORKS PO BOX 489 Orting, WA 98360		Contact: Dean Kaelin Phone: 360 893-6809 Fax: 360 893-6809 Cust Id: 1186430	Quote Date: 09-JUN-15 Quote Expires: 09-SEP-15 Quote Num: 17734 Quoted By: Ryan T Schrag Quote Term: 1 Year(s)		
6	VILLAGE CREST	ANNUAL SERVICE	1	352.12	352.12
7	PUYALLUP RIVER	BELTS, HOSES, COOLANT ANNUAL SERVICE	1 1	786.13 352.12	786.13 352.12
8	PUB SAFETY 60KW	ANNUAL SERVICE	1	357.56	357.56
9	WELL #3	BELTS, HOSES, COOLANT ANNUAL SERVICE	1 1	852.45 377.40	852.45 377.40
10	2677GS-30KW	BELTS, HOSES, COOLANT ANNUAL SERVICE	1 1	732.82 317.54	732.82 317.54
11	CARBON RIVER PS	ANNUAL SERVICE	1	368.13	368.13
12	WELL #4	ANNUAL SERVICE	1	815.61	815.61

Pricing for 2015 Bid.

Air filters are not included in this pricing, will be quoted if needed.

Standard Agreement Amount	\$8,998.05
Taxes	\$791.84
Proposal Total	\$9,789.89

Customer Approval

Signature: _____

Date: _____

CUMMINS INC.

Signature: RT-Sch

Date: 7-1-15

City of Orting
2015 Generator Maintenance

Contractor	Schedule A	Schedule B	Total Schedules A + B
Pacific Power Gen	\$6,412.67	\$6,076.12	\$12,488.79
Cummins NW	\$3,454.34	\$6,335.55	\$9,789.89

Schedule A: Cooling System Repairs to Puyallup River Lift Station, City Hall, Village Crest Lift Station & Well #3

Schedule B: Annual Maintenance for all 12 generators



City of Orting
City Council Staff Report

Date: 8/7/15

Prepared By: Mark Bethune

Agenda Item: Speaker Purchase for Parks Sound System

Issue Synopsis:	There have been frequent citizen complaints about the inability to hear announcements at citywide events such as the Daffodil Parade.
Background:	See above
Policy Options:	Approve, amend, deny
Analysis:	DB audio, the city's vendor for audio/visual equipment has proposed a quality sound system for the city parks. Included in the system are used speakers that were used in the last summer Olympics for about 2 weeks. DB audio was planning on selling speakers at this time but is offering them to the City first. The cost would be \$1,523.20 for 4 outdoor speakers. The rest of the system could be worked into the 2016 budget. The City's parks fund has received \$25,000 more impact fees in 2015 than budgeted.
Fiscal Impact:	Fund(s): 105 Expenditure Required: \$1,523.20 Amount Budgeted: 0 Additional Appropriation Required: \$1,523.20
Policy Questions:	See above
Staff Recommendation:	Approve
Park Commission Recommendation:	Approve
Attachments:	Contract Proposal and picture of the speakers.



204 Corrin Ave. NW #500, Orting, WA 98360
 253-321-0195 PH. 253-321-4287 FX.
 dbaudionw@gmail.com dbaudionorthwest.com

Contract Proposal

Date	Proposal #
7/22/2015	2015-37

Bill To Customer
Beckie Meek

Job Site Address & Contact
City of Orting Attn:Beckie Meek PO Box 489 Orting, WA 98360

P.O. No.	Terms	Due Date
	100% Due before S...	7/22/2015

Line Number	Qty	Item	Description	Unit Price	Total
	1	QSC-ISA3...	QSC ISA 300 TI Power Amplifier	639.00	639.00T
	1	ATW-314...	ATW-R3100b receiver and ATW-T341b handheld cardioid dynamic microphone/transmitter. Includes AT8456a Quiet -Flex stand clamp.	449.00	449.00T
	1	LOT Plates...	All Custom Wall Plates and Wiring for lockable insert box wired to speakers	240.00	240.00T
	1	QSC-TOU8	8 Channel digital mixer w/ipad control	899.00	899.00T
	4	ON-SITE	Hourly Rate for any Works or Services Provided by dB Audio Representative(s)	115.00	460.00T
	4	Ramsa 200B	70V, 60 Watt all weather speaker	350.00	1,400.00T
	1	SKB-4 SP ...	4 Space Portable Equipment Rack	169.00	169.00T

1. Upon approval and signing of this proposal this document will serve as a formal contract.
2. Installation will begin on date pre-agreed upon by both parties.
3. Any labor and/or materials needed to complete requested changes to the above described work, or any unforeseen physical barriers (including other trades), which impede work progress, will result in additional labor charges. Written customer approval is necessary before any requested changes can be made. Changes will be invoiced seperately on a time and materials basis.
4. Contractor insurance is pre-paid and included in this bid price. In the event customer requires additional insurance, customer agrees to pay for a binder which extends from setup to departure after completion of job.
5. In the event of default, prevailing party is entitled to recover interest and legal/collection fees.
6. All warranty and service related issues are the responsibility of the manufacturer.

Subtotal	\$4,256.00
Sales Tax (8.8%)	\$374.53
Total	\$4,630.53

Valid for 30 days from Proposal Date.

I agree to the TERMS and CONDITIONS listed above.

Signature _____ Date _____ Printed Name and Title _____





City of Orting
City Council Staff Report

Date: August 7, 2015

Prepared By: Mark Bethune

Agenda Item: Tree Trimming Bids

Issue Synopsis:	The Council has budgeted \$5,000 for tree trimming in City Parks. The City received 2 bids for this work.
Background:	See above
Policy Options:	Approve, amend, deny
Analysis:	Two vendors made proposals for tree trimming in City Parks, JTS and Evergreen. The low bidder was JTS for \$5004.80. The work to be done is in the attached bid document.
Fiscal Impact:	Fund(s): 105 Expenditure Required: \$5004. Amount Budgeted: \$5,000 Additional Appropriation Required: \$4.80
Policy Questions:	See above
Staff Recommendation:	Approve
Parks Commission Recommendation:	Approve
Attachments:	Bid document, picture of park maple tree to be removed.

Park Tree Trimming and Removal

Suggested Work	JTS Inc.	Evergreen Tree Care
Remove Tree between Bathroom and playground / Brush chipped and hauled/ wood cut to 16" lengths	\$ 800.00	\$ 1,500.00
Grind Stump 6-8" below ground	\$ 400.00	\$ 700.00
Stump Grindings Cleanup	City Staff	City Staff
Remove Deadlimbs and hazardous branches from all other Maples in the Park	\$ 1,600.00	\$ 2,390.00
Deadlimb 31 firs (North Park)	\$ 1,800.00	\$ 7,750.00
Sub Total	\$ 4,600.00	\$ 12,340.00
Sales Tax at 8.8%	\$ 404.80	\$ 1,085.92
Total	\$ 5,004.80	\$ 13,425.92





City of Orting
City Council Staff Report

Date: August 12, 2015

Prepared By: Mark Bethune

Agenda Item: Rainier Meadows Park Big Toy

Issue Synopsis:	The Parks Commission is recommending a new big toy for the Rainier Meadows Park
Background:	The old apparatus has reached end of life and needs replacing
Policy Options:	Approve, amend, deny
Analysis:	The Council approved big toy budget was \$3,000. The Parks Commission postponed the Calistoga Park Big Toy adding \$8,000 to the budget. Other savings in the capital plan added \$2,000 to the budget. The Parks Commission went through a competitive process with state vetted and approved vendors. The best product and design was provided by All Play Systems for \$12,985.36.
Fiscal Impact:	Fund(s): 105 Expenditure Required: \$12,985.36 Amount Budgeted: \$13,000 Additional Appropriation Required: 0
Policy Questions:	See above
Staff Recommendation:	Approve
Parks Commission Recommendation:	Approve
Attachments:	Big Toy Documents



AllPlay Systems, LLC
P.O. Box 1886
Sequim, WA 98382

Quotation

Toll Free: 888.531.4881
Fax: 888.655.6412
Email: danielle@allplaysystems.com

Danielle Patterson
(360) 808-5925

Project: Rainier Meadows - REVISED
Quote Date: 8/11/2015

Bill To:
City of Orting
110 Train Street SE
Orting, WA 98360

Contact:
Phone:
Email:

Ship To:

Contact:
Phone:
Email:

Payment terms: 50% down, balance due Net 15 upon delivery. The customer is responsible for final quantity count and the unloading of freight at site. The customer must report all freight damage and missing items within 2 business days of delivery of items.

Vendor	Item Description	Model	Qty	Unit Price	Total Price
Playcraft	Custom R-3.5 Structure, 2-5 year olds	15B2C52B	1	\$8,606.60	\$8,606.60
	Sallie Salmon Spring Rider	PC 1346	1	\$765.00	\$765.00
	FREIGHT		1	\$400.00	\$400.00
			1		
Zeager	Engineered Wood Fiber	Woodcarpet	72	\$21.50	\$1,548.00
	FREIGHT		1	\$615.47	\$615.47

Additional Info:

The following changes were made to the original structure. The roof was removed and the plastic wall was upgraded to a chime panel. In addition, the Spring Rider was changed to the Sallie Salmon. Colors for all equipment are red, blue and yellow, with brown decks.

Subtotal	\$11,935.07
Tax 8.8%	\$1,050.29
Total	\$12,985.36

Sincerely,

Danielle Patterson
(360) 808-5925
danielle@allplaysystems.com

Accepted By: _____

Date: _____

RAINIER MEADOWS
TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

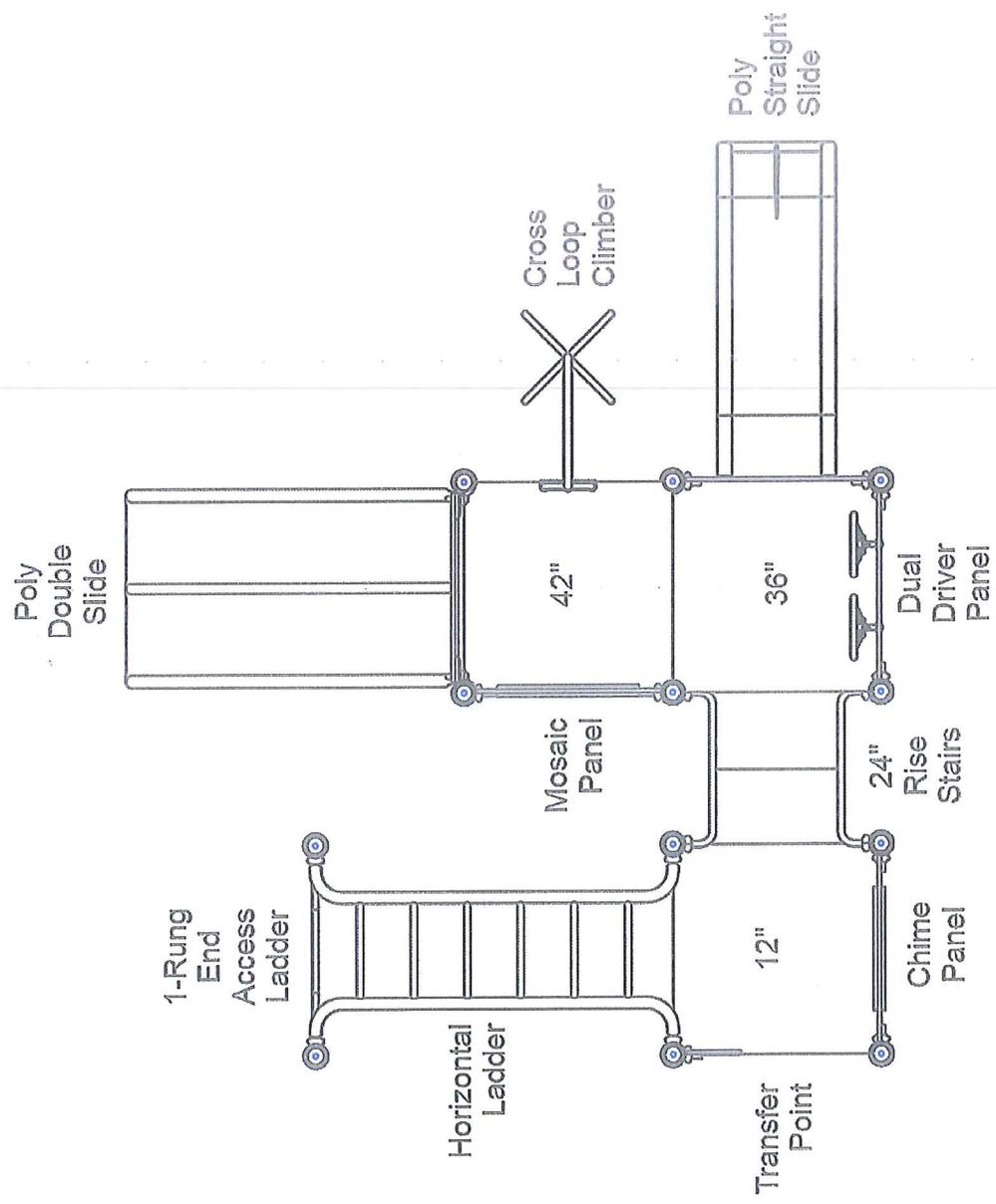
ELEVATED	ACCESSIBLE	RAIMP ACCESSIBLE	GROUND	TYPES
7	5/4	0	0/2	0/2

R35
FOR KIDS
AGES
2-5

GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSCS Handbook For Public Playground Safety, Section 4: Surfacing.



STRUCTURE#: R35448B5A
PROJECT#: APS15B2C52B
DATE: 8/7/2015 | DRAWN BY: MDM

PLAYCRAFT REP:
Allplay Systems

MIN. USE ZONE: 28' x 25'

RAINIER MEADOWS
TOP VIEW

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP	ACCESSIBLE	GROUND	TYPES
0	0/0	0	1/0	1/0	

FOR KIDS
AGES
2-5

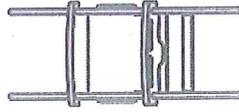
R35

GENERAL NOTES:

This conceptual plan is based on information provided prior to construction. Detailed site information, including the following, should be obtained, evaluated, and utilized in the final project design. Exact site dimensions, topography, existing utilities, soil conditions and drainage solutions.

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PC 1346
Toddler
Sallie
Salmon
Spring
Rider



STRUCTURE#: FREPC1343
PROJECT#: APS15B2C52B
DATE: 8/7/2015 | DRAWN BY: MDM

MIN. USE ZONE: 14' x 15'

PLAYCRAFT REP:
Allplay Systems

RAINIER MEADOWS SITE PLAN

ADA ACCESSIBILITY GUIDELINE - ADAAG CONFORMANCE

ELEVATED	ACCESSIBLE	RAMP ACCESSIBLE	GROUND	TYPES
7	5/4	0	1/2	1/2

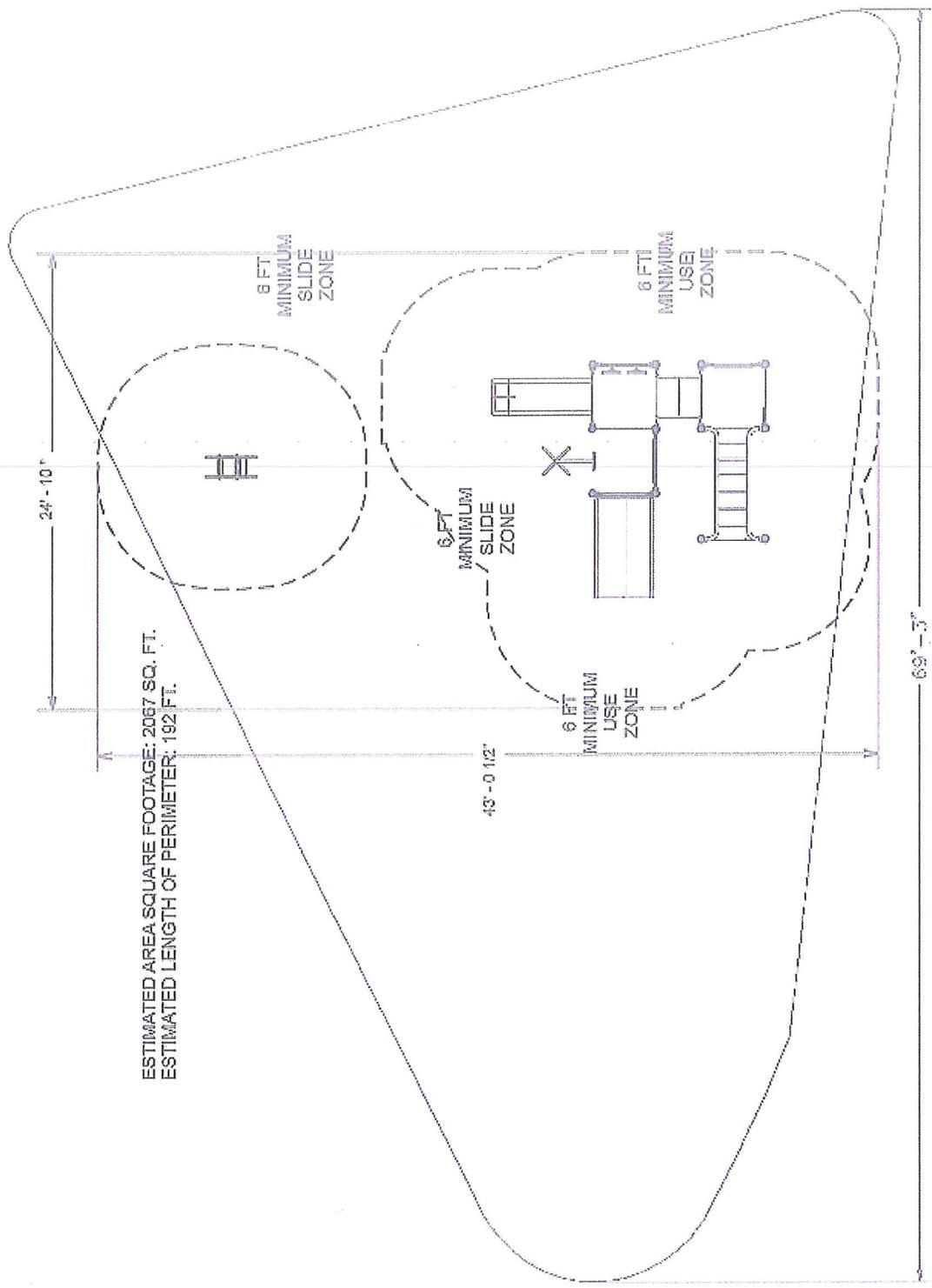
R35
FOR KIDS
AGES
2-5

GENERAL NOTES:

This Preliminary Site Plan is based on measurements that were provided in the initial planning phase. All dimensions must be verified prior to the submission of a purchase order. Krauss Craft, Inc. will not be held responsible for any discrepancies between actual dimensions and dimensions submitted in the planning phase.

The Minimum Use Zone for a play structure is based on the product design at the time of proposal. Components and structure designs may be subject to change which may affect dimensions. Therefore, before preparing the site, we strongly recommend obtaining final drawings from the factory (available after the order is placed and included in the Assembly Manual).

WARNING: Accessible safety surfacing material is required beneath and around this equipment that has a critical height value (Fall Height) appropriate for the highest accessible part of this equipment. Refer to the CPSC Handbook For Public Playground Safety, Section 4: Surfacing.



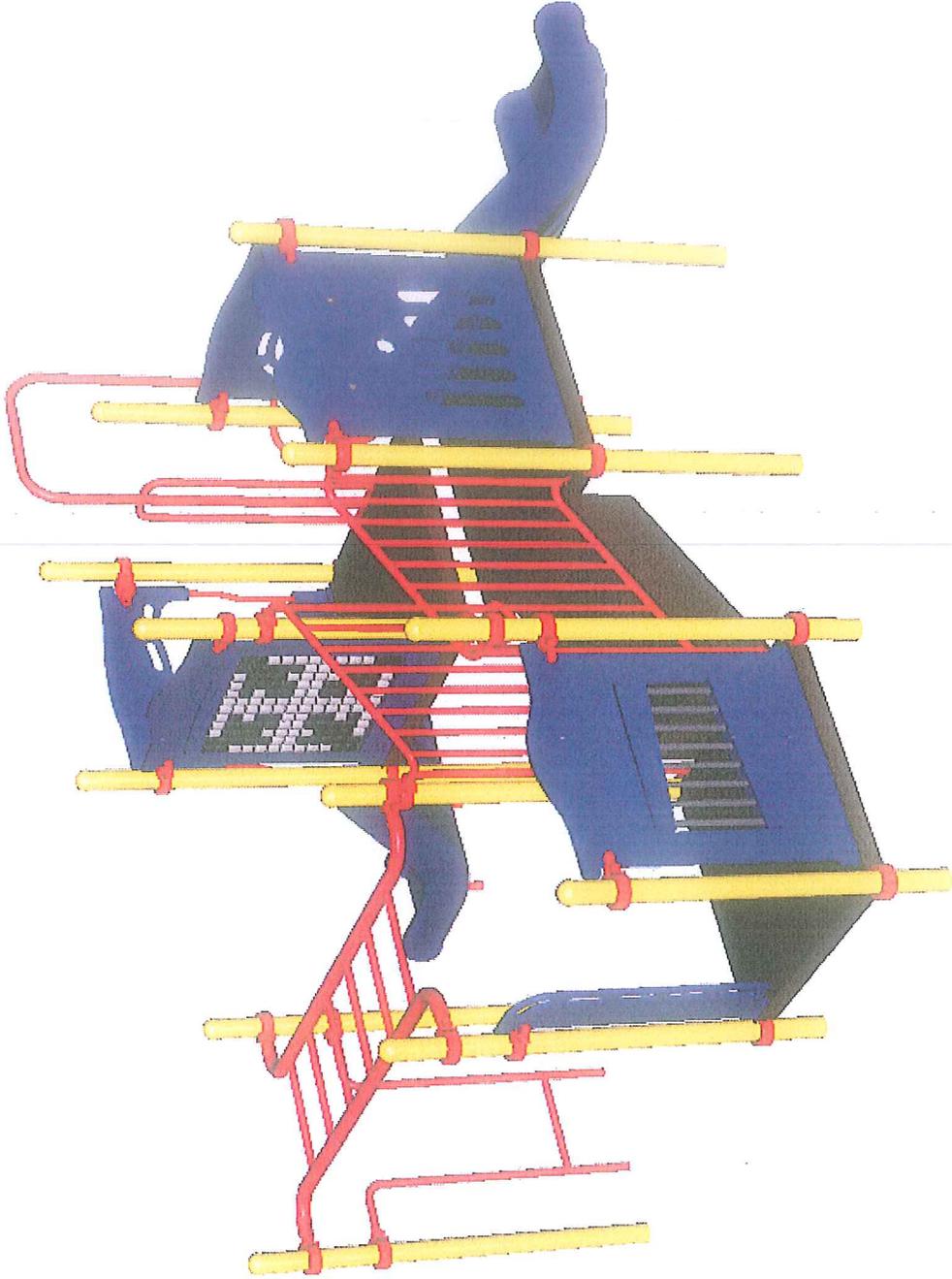
PLAYCRAFT REP:
Allplay Systems

PROJECT#: APS15B2C52B
DATE: 8/7/2015 | DRAWN BY: MDM
MIN. USE ZONE: 25' x 44'

RAINIER MEADOWS
SW VIEW

FOR KIDS
AGES
2-5

R35



STRUCTURE#: R35448B5A
PROJECT#: APS15B2C52B

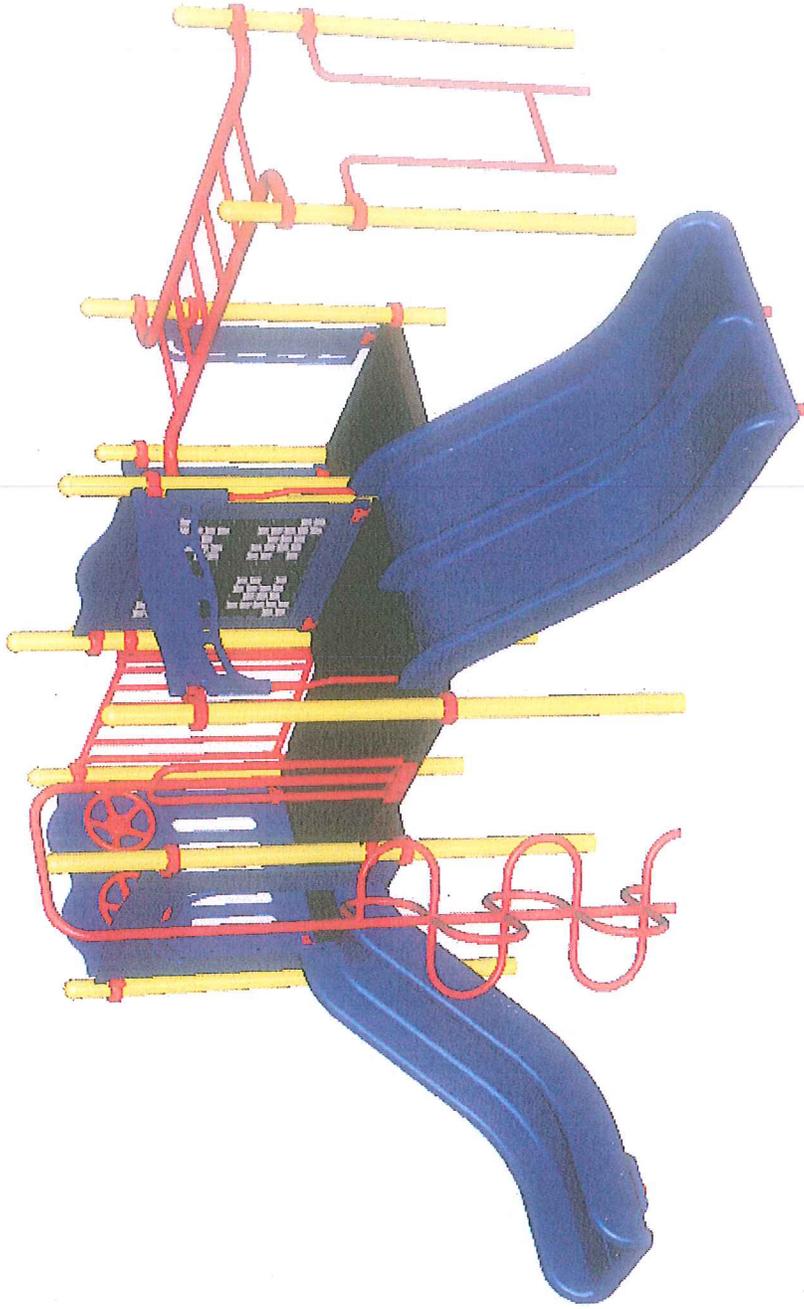
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PLAYCRAFT REP:
Allplay Systems

RAINIER MEADOWS
NE VIEW

FOR KIDS
AGES
2-5

R35



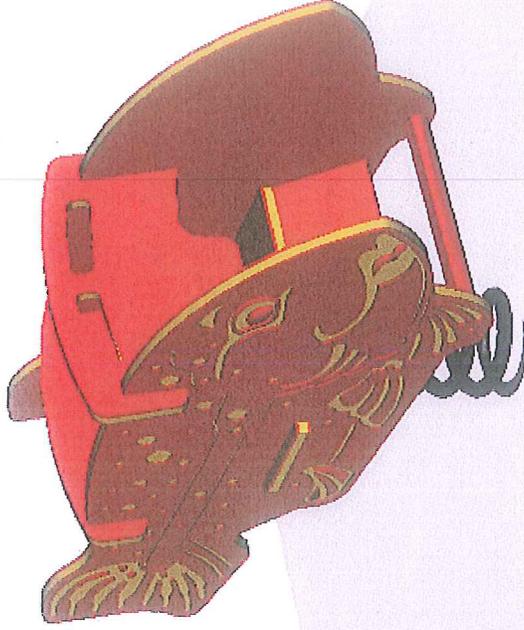
STRUCTURE#: R35448B5A
PROJECT#: APS15B2C52B
DATE: 8/7/2015 | DRAWN BY: MDM

PLAYCRAFT REP:
Allplay Systems

RAINIER MEADOWS
SW VIEW

FOR KIDS
AGES
2-5

R35



STRUCTURE#: FREPC1343
PROJECT#: APS15B2C52B
DATE: 8/7/2015 | DRAWN BY: MDM

PLAYCRAFT REP:
Allplay Systems