

CITY OF ORTING
PUBLIC WORKS COMMITTEE MINUTES
January 5, 2022 2:30 p.m.

Councilmember Drennen called the meeting to order at 2:31 p.m.,

ATTENDANCE:

Elected Officials: Present, Councilmember Bradshaw & Councilmember Keonig

City Employees: Present, City Clerk Kim Agfalvi, Administrator Scott Larson, Public Works Director Greg Reed, Finance Director Gretchen Russo, City Engineer Maryanne Zukowski, Building Official Tim Lincoln, WRRF Supervisor Steve Daskam, and PW Records & Permit Clerk Alison Williams; Absent, Secretary Laura Hinds

Professional Representatives: Present, Parametrix Consultant Engineer JC Hungerford

Guests/Public:

APPROVAL OF MINUTES:

CM Bradshaw motion to approve the Minutes for November 3, 2021. CM Keonig second the motion and it carried.

PUBLIC COMMENT & PRESENTATIONS:

None

DEPARTMENT REPORTS:

1. **Phase 1 – SR 162 Pedestrian Bridge – JC Hungerford**
 - 1.1 **Phase I – SR 162 Bridge Design – No Update**

2. **Engineering – Maryanne Zukowski**
 - 2.1 **Whitehawk Blvd Extension – In process of giving presentations to help obtain grant funding; in process of TIP Modification.**
 - 2.2 **Kansas St SW – In process of TIP Modification**
 - 2.3 **SR 162 E Pedestrian Bridge – In process of TIP Modification**
 - 2.4 **Gratzer Park – Finalizing with goal post installation**
 - 2.5 **WRRF/WWTP Upgrade – Design at 30%; goal for design and cost estimate to be completed by end of 2022.**

- 2.6 **2020 Lift Station** – Work is suspended due to weather conditions, projected completion time is around May 2022.
- 2.7 **Well #1 Control Improvement** – Last pay estimate going out.
- 2.8 **Village Green Outfall Replacement** – Go to construction in 2022
- 2.9 **Kansas St SW Outfall Improvements** – Working through cost estimates
- 2.10 **PCZD Work Group** – Working with Pierce County to identify projects.
- 2.11 **NPDES – SMAP requirements** – 1st phase due March 31st; 2 & 3rd phases due in July/Aug.

New Business:

- 2.12 **2021-2024 On-call Services Contract** – See **AB Attachment** – Emergent needs for engineering services. See AB attached. Forward to Study Session.

3. Administration – Scott Larson

3.1

New Business:

- 3.2 **Solid Waste Management Plant** – Inter-local Agreement Draft – Is intended to be the planning tool for the management of solid waste activities in P.C. for the next 20 years. See AB attached. Forward to Study Session.
- 3.3 **Sidewalk Ordinance** – Amendment – The general policy position adopted by the Council for the City’s sidewalks is that the abutting property owner is responsible for the repair and maintenance of the sidewalk. This code is consistent with the neighboring cities. See AB attached. Forward to Study Session.

4. Public Works – Greg Reed

4.1

New Business

- 4.2 **Tree Trimming** – Bids due January 7th for the trimming of trees in riparian area parallel to Daffodil Ave NE.
- 4.3 **Dump Truck/Snow Plow (DES)** – Working with DES to get specifications for purchase of a new dump truck and sander/snow plow.

5. Finance – Gretchen Russo

- 5.1 Gretchen & Scott updated the committee on the funding options for the WRRF Upgrade project, whereas a bond ordinance will be necessary for a project of this magnitude. Scott mentioned a rating process that will assist the City for funding capabilities.

6. Councilmember Comments

6.1 No Update

Round Table:

Tim Lincoln updated for building department:

Belfair Estates: 15 permits out and around 18 more expected

The Meadows is close to build out

3 fill in lots are under construction on Washington Ave S & Olive St NE

1 fill in lot on Grinnell Ave SW just submitted for review

Meeting Summary:


2.12. 2021-2024 On-Call Services Contract - Move to Study Session

3.2. Solid Waste Management Plan – Move to Study Session

3.3. Sidewalk Ordinance Amendment – Move to Study Session

Adjourn: CM Bradshaw motion to adjourn at 3:15 pm

Attest:


Secretary Laura Hinds


Councilmember Bradshaw

Councilmember Keonig



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Award of 2021-2024 On-Call Professional Engineering Contract Agreements	AB22-XXX	Public Works 01.05.2022	01.12.2022	01.26.2022
	Department:	Public Works		
	Date Submitted:	12.28.2021		
Cost of Item:	<u>N/A</u>			
Amount Budgeted:	<u>N/A</u>			
Unexpended Balance:	<u>N/A</u>			
Bars #:	<u>N/A</u>			
Timeline:	Approval on 01.26.2022			
Submitted By:	Maryanne Zukowski, PE			
Fiscal Note: These contract agreements are for on-call professional engineering services.				
Attachments: Future attachments will be Agreements for Council approval for Mayor signatures.				
SUMMARY STATEMENT:				
Background				
<p>October 10, 2014, following a qualifications-based selection process, the City of Orting entered into a Professional Services Agreement with a Consultant for on-call professional engineering services as requested by the City. The original three-year term of the Agreement was extended via amendment to the Agreement, the Consultant has continued to provide services consistent with the Agreement to date, and the City has continued to pay for said services consistent with the original, negotiated 2013/2014 billing rates without any increase.</p> <p>The term of the Agreement was extended via amendment to the Agreement until December 31, 2021 to allow the City to complete a new qualifications-based selection process for on-call professional engineering services. The contract was set to expire December 31, 2021. Consistent with public interest, Council approved a short-term contract for specific emergent On-Call Services expiring January 31, 2022 and specific on-going projects expiring December 31, 2022, until the process for a qualifications-based selection process is completed.</p>				
Current Situation				
<p>The City began the process of the qualifications-based selection process for on-call professional engineering services on September 21, 2021 pursuant to RCW 39.80.</p> <p>https://www.cityoforting.org/Home/Components/News/News/163/84</p>				

October 22, 2021 staff received nine (9) Statements of Qualifications (SOQ)s varying in specific experience and qualifications. A hierarchy of scoring SOQs based on experience and qualifications was commenced to select a total of five (5) of the consultant teams for interviews.

December 8 – December 10, 2021 Interviews were conducted.

December 21, 2021 Staff completed ranking and scoring based on experience and qualifications.

Staff Recommendations

Staff is recommending to execute two (2) On-Call “General Services” Professional Engineering Agreements for a period of three (3) years expiring December 31, 2024 with an option to extend a period of an additional three (3) years the following consulting firms.

- Parametrix
- SCJ Alliance

Additionally, staff is recommending one (1) On-Call “Survey Services” Professional Agreement for a period of three (3) years expiring December 31, 2024 with option to extend a period of an additional three (3) years the following surveying consulting firm.

- Bush, Roed & Hitchings, Inc.

Staff also recommends that the other two (2) firms that interviewed for On-Call “General Services” remain on a roster list for a period of three (3) years.

- MacKay & Sposito
- TetraTech

If alternative services are required by the City, other SOQs submitted will remain in an on-call services roster file, pending interviews for specific experience and qualifications selection.

Execution of Professional Engineering Contract Agreement Tasks

The process for approval of contract tasks are as follows:

- Based on experience and qualifications, a single consultant awarded an On-Call Services Professional Engineering Agreement will be asked to negotiate a scope and fee for specific tasks.
- Scope and fee are presented to the Public Works Committee for recommendation for budget authorization at Council Study Session to forward to full Council for approval.
- If approved by Council Study Session to proceed: The scope and fee are presented to full Council for budget authorization and authorization for the Mayors signature.

In the unlikely event negotiations fail with a single consultant, negotiations proceed to the next qualified consultant.

More information on the required process can be found under Chapter [39.80](#) RCW

“CONTRACTS FOR ARCHITECTURAL AND ENGINEERING SERVICES” and Architecture and Engineering Contracts <https://mrsc.org/Home/Explore-Topics/Public-Works/Purchasing-and-Bidding/Purchasing-and-Bidding-for-Washington-State-Local/Architecture-Engineering-Contracts.aspx>

RECOMMENDED ACTION: Move item to Council Study Session January 12, 2022 and full Council January 26, 2022.

FUTURE MOTION: Motion: Authorize the Mayor to execute two (2) On-Call "General Services" Professional Engineering Agreements for a period of three (3) years expiring December 31, 2024 with an option to extend a period of an additional three (3) years Parametrix and SCJ Alliance;

And one (1) On-Call "Survey Services" Professional Services Agreement for a period of three (3) years expiring December 31, 2024 with option to extend a period of an additional three (3) years Bush, Roed & Hitchings, Inc.



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Solid Waste Management Plan ILA	AB21-XX	Public Works		
		1.5.2022		
	Department:	Administration		
	Date Submitted:	December 27, 2021		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	None			
Submitted By:	Scott Larson			
Fiscal Note:				
Attachments: Draft ILA for Comprehensive Solid and Hazardous Waste Management Planning within Pierce County				
SUMMARY STATEMENT:				
<p>RCW 70A.205.040 requires each county within the state, in cooperation with the various cities located within such county, to prepare a coordinated, comprehensive solid waste management plan (SWMP). The statute encourages joint solid waste planning between and among adjoining cities and counties. This is a planning exercise that happens every 20 years and the last plan was the 2000 Solid Waste Management Plan and its 2016 supplement.</p> <p>The Solid Waste Management Plan is intended to be the planning tool for the management of solid waste activities in Pierce County for the next twenty (20) years. The Plan’s goals, policies, and recommendations provide elected officials with guidelines for the development of programs, capital facilities, and annual budgets. The Plan provides a legal basis for Tacoma, Pierce County, the Tacoma-Pierce County Health Department, other jurisdictions, and government agencies to make permitting decisions on solid waste or recycling facilities. Private industry can use this Plan to coordinate with municipalities in the planning and delivery of collection, disposal, and recycling services.</p> <p>This ILA would authorize the County to work on Orting’s behalf on our Solid Waste Management Plan. A draft of the plan will be provided to the City for comments before adoption.</p>				
RECOMMENDED ACTION: _____.				
FUTURE MOTION:				



**City Of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Ord. 2021-XXXX, Amending OMC 8-2 Related to Sidewalks	AB19-XX	Public Works		
		11/3/21 1/5/22		
	Department:	Public Works		
	Date Submitted:	October 21, 2021		
Cost of Item:	<u>N/A</u>			
Amount Budgeted:	<u>N/A</u>			
Unexpended Balance:	<u>N/A</u>			
Bars #:	N/A			
Timeline:	None			
Submitted By:	Greg Reed/Scott Larson			
Fiscal Note: None				
Attachments: Ordinance 2021-XXXX				
<p>SUMMARY STATEMENT:</p> <p>The Public Works Committee has been discussing sidewalks and the city’s policies for maintaining them. One of the things the committee noticed is that our code needs to be updated to meet ADA Compliance and improve the efficiency of implementation. This ordinance does three things:</p> <ol style="list-style-type: none"> 1. Adds additional language on who is responsible for repairs and replacement under our Sidewalk Construction Requirement code. 2. It brings our code into alignment with ADA requirements related to sidewalk lips. 3. Creates administrative process for a homeowner to request an extension to repair their sidewalk when they receive notice from the city. 				
<p>RECOMMENDED ACTION: Move to Study Session of January 19, 2021.</p> <p>FUTURE MOTION: TBD</p>				