

CITY OF ORTING
PUBLIC WORKS COMMITTEE MINUTES

March 2, 2022 2:30 p.m.

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

ATTENDANCE:

Elected Officials:	Present, Councilmember Bradshaw & Councilmember Williams
City Employees:	Present, Public Works Director Greg Reed, Finance Director Gretchen Russo, City Engineer Maryanne Zukowski, Building Official Tim Lincoln, and PW Records & Permit Clerk Alison Williams, Public Works Administrative Assistant Laura Hinds, City Administrator Scott Larson and City Clerk Kim Agfalvi
Professional Representatives:	None
Guests or Public Comment:	None

APPROVAL OF MINUTES:

CM Bradshaw motion to approve the Minutes for February 2, 2022, CM Williams second the motion and it carried.

PUBLIC COMMENT & PRESENTATIONS:

None

DEPARTMENT REPORTS:

1. Engineering – Update by Maryanne Zukowski

- 1.1 Whitehawk Blvd Extension** – City Engineer Zukowski will be meeting with the school district to discuss the project and provide a presentation of the upcoming project requirements. She updated us that the NEPA should be complete soon to submit to WSDOT for environmental approval.
- 1.2 Kansas St SW Reconstruction** – Consultant Engineer Hungerford provided an informal draft roll plot plan of the project for review.
- 1.3 Village Green Outfall** – City Engineer Zukowski is working on an easement for the requirement of the Outfall Installation with the High Cedars Golf Club. The easement is a requirement for the last permit for Pierce County to go to Construction this year.
- 1.4 Kansas Outfall/Calistoga St W Stormwater Improvements** – City Engineer Zukowski presented the requirements of the public outreach for this project. See 2.11 for further explanation.

- 1.5 **2020 Lift Station Improvements** – Project is ongoing. An Agenda Bill will go to study session to support the request for increase of construction management and construction costs.
- 1.6 **SR 162 Pedestrian Bridge** – Plans for Committee Council for review then to discuss at next PW Committee Meeting in April.
- 1.7 **2022 Work Plan** – See attached **Agenda Report Request (Engineering)** for list of topics.

NEW BUSINESS

- 1.8 **AB22XX - 2020 Lift Station Improvement Construction Supplement 1** to increase not to exceed costs for the construction management portion of the 2020 Lift Station Improvements project. This will require and increase to the 2022 Budget. The reason for the increase is we expected to have more expenditures in 2021. See AB attached to these minutes. Will go to March 16, 2022 study session for discussion and approval to move forward to Council consent agenda.
- 1.9 **AB22XX-82XX – SMAP Phase 2 Supplement 1 Stormwater Management Action Plan (SMAP)** is a requirement of our NPDES Permit. We currently completing SMAP Phase 1. Phase 2 includes Public Involvement and is a phase of the project that will support the City for analyses for the tributary areas to the water bodies identified in the Receiving Water Assessment technical memorandum (Phase 1). See AB attached to these minutes. Will go to March 16, 2022 study session for discussion and approval to move forward to Council consent agenda.
- 1.10 **AB22XX-XX Schedule Public Hearing Whitehawk Blvd Extension 4(f)** De minimis to fulfill the environmental requirements for the Whitehawk Blvd Ext. Project for public involvement. See AB attached to these minutes. Will go to March 16, 2022 study session for discussion and approval to move forward to Council consent agenda.
- 1.11 **AB22XX-XX Draft Public Outreach Kansas Street SW Outfall Replacement & Calistoga St W Stormwater Improvements** to inform the public of upcoming construction that may have temporary impacts on travel, parking, walking, biking, and driveway access. Receive feedback on the Communications Plant. See AB attached to these minutes. Will go to March 16, 2022 study session for discussion and approval to move forward to Council consent agenda.

2. Administration – Scott Larson

- 2.1 No update

3. Public Works – Greg Reed

- 3.1 Procurement for 2022 Budget items
- 3.2 New Hire interviews on March 10th, followed by MW Lead Position and Water Operator I/II
- 3.3 Columbarium concrete foundation pad installation scheduled for April

New Business

- 3.4 Parks Play Equipment ground covering installed at playgrounds of all parks
- 3.5 WRRF will begin an inventory of Backup components for equipment
- 3.6 Crawler camera training on 3/3/2022
- 3.7 Maintenance crew started prepping for scheduled events scheduled for 2022

3.8 Residential side sewer discussion for PW crew to go on site and visit homeowners regarding sewer issues, granted.

4. **Finance – Gretchen Russo**

4.1 No Update

5. **Councilmember Comments**

5.1 No Update

Round Table:

Building Official Lincoln updated the committee that all lots for Tahoma Estates are permitted and expected to have construction completed around October of 2022. And there are several fill in lots under construction as well.

Meeting Summary: (for Study Session)

1.8 AB22XX - 2020 Lift Station Improvement Construction Supplement 1

1.9 AB22XX-82XX – SMAP Phase 2 Supplement 1 Stormwater Management Action Plan (SMAP)

1.10 AB22XX-XX Schedule Public Hearing Whitehawk Blvd Extension

1.11 AB22XX-XX Draft Public Outreach Kansas Street SW Outfall Replacement & Calistoga St W Stormwater Improvements

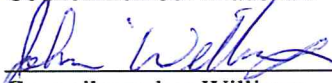
Adjourn: CM Bradshaw motion to adjourn at 4:00 pm

Attest:

Secretary Laura Hinds



Councilmember Bradshaw



Councilmember Williams



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: 2020 Lift Station Improvements Construction Management Supplement 1	AB22XX-XX	Public Works 03.02.2022	03.16.2022	03.30.2022
	Department:	Engineering		
	Date Submitted:	02.16.2022		
Cost of Item:	79,960.00			
Amount Budgeted:	\$1,287,000 (2022)			
Unexpended Balance:	\$1,287,000 (2022)			
Bars #:	408-594-35-63-33			
Timeline:	ASAP			
Submitted By:	Maryanne Zukowski, PE			

Fiscal Note: The total project budget crosses 2021 and 2022 (see table)

Attachments: Scope and Fee Task:
2020 Lift Station Improvements Construction Management Supplement 1

SUMMARY STATEMENT

Purpose:

To approve a supplement to increase not to exceed costs for the construction management portion of the 2020 Lift Station Improvements project. This will require an increase to the 2022 Budget. The reason for this increase is we expected to have more expenditures in 2021.

Background:

The 2022 Capital Budget was approved in November/December of 2022. Programmed in the Budget is the 2020 Lift Station Improvements project for construction in 2021 and 2022. This is across two Budget cycles. \$1,775,496 programmed in the adopted Capital Improvement Plan (CIP) for total costs of the construction phase.

History:

- The project bid in 2020.
- There was no construction award in 2020.
- The project was rebid in 2021.
- The project was awarded in summer of 2021.
- Construction did not actively start until September 2021.
- The late start is due to excessive procurement delays.
- Current schedule projects construction complete June 2022.

Construction Issues:

- Procurement delays have caused additional construction management time and labor. This is due to the contractor’s frequent schedule changes.
- The contract requires an increase to add consultant costs for start up and telemetry programming at both lift stations.
- There are increases to costs and added materials testing.

The Financial Summary:

2020 Lift Station Improvements Fiscal Snapshot				
	Current Contract	2021 budget	2021 Exp	2022 Budget
Construction Contract	\$ 1,449,914.75	\$ 1,400,000.00	\$ 349,051.13	\$ 1,140,000.00
Construction Management	\$ 187,457.00	\$ 200,000.00	\$ 75,043.74	\$ 147,000.00
	\$ 1,637,371.75	\$ 1,600,000.00	\$ 424,094.87	\$ 1,287,000.00
*Increase to Construction Mgt Contract	\$ 79,960.00			
Increase for PSE Costs Pending Estimate	\$ 30,000.00			
Total Project Cost	\$ 1,747,331.75			
2021 EXP and 2022 BUDGET	\$ 1,711,094.87			
Project Cost Increase	\$ 36,236.88			

The increase is within the range of the anticipated budget. Construction costs are estimated to be at or below the original contract.

Construction Management Increase Documentation Justification:

- There was a change in working day assumptions. Contract working days were increased from the estimated 125 working days during construction management budgeting to 160 working days during construction advertisement.
- This moved an extension of contractor’s estimated project schedule from finishing in March 2022 to finishing in at least May 2022. As of today, the estimated construction completion is June 2022 due to procurement delays.
- Construction management coordination for Notices of Noncompliance were issued early in project to address contractor’s substandard work deficiencies.
- Construction management labor increased for coordination of the revised tie-in location to existing Sanitary Sewer Force Main (SSFM) at Puyallup River Lift (PR LS) site due to differing site conditions.
- Construction management labor increases for coordination of PSE Service applications during construction.
- City staff added Materials Testing & Consulting (MTC) construction management’s subconsultant services which added additional scope. This increased costs and coordination for standard testing services.
- In addition, there was Construction management labor increases for added MTC subconsultant costs and coordination for special concrete prep inspection in wet wells.
- Construction management and design costs were added for coordination and costs for the extra Stainless Steel (SST) mooring post in each wet well.

- Construction management increases were added as a result of coordination for consideration of extra items such as additional equipment enclosure at PR LS.

RECOMMENDED ACTION: Approve to move forward from committee then move forward through City Council for approvals.

FUTURE MOTION: I move to approve the Mayor authorization to execute **2020 Lift Station Improvements Construction Management Supplement 1** in the amount to not exceed of **\$79,960.00**



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: SMAP Phase 2 Supplement 1	AB22XX-82XX	Public Works 03.02.2022	03.16.2022	03.30.2022
	Department:	Engineering		
	Date Submitted:	02.16.2022		
Cost of Item:	\$40,765			
Amount Budgeted:	\$90,000			
Unexpended Balance:	\$90,000 less \$ 25,000 for Phase 1			
Bars #:	410 000 000 594 31 41 46			
Timeline:	3/31 to 6/30/2022			
Submitted By:	Maryanne Zukowski, PE			

Fiscal Note:

Attachments: Scope and Fee Task:
SMAP Phase 2 Supplement 1 Contract Package.

SUMMARY STATEMENT

Background:

Stormwater Management Action Plan (SMAP) is a requirement of our NPDES Permit. We are currently completing SMAP Phase 1. Phase 2 includes Public Involvement and is further explained below.

PHASE 2 RECEIVING WATER PRIORITIZATION (PHASE 2)

Phase 2 is a phase of the project that will support the City for NPDES Phase II Permit Section S5.C.1.d.ii. Tasks and budget for Phase 2 and include:

Analyses for the tributary areas to the waterbodies identified in the Receiving Water Assessment technical memorandum (Phase 1). Analyses will be based on applicable elements from the Stormwater Management Action Planning Guidance Publication No. 19-10-010 beginning on page 10. SMAP Phase 1 deadline for completions is March 31, 2022 with submittal to the Department of Ecology (DOE).

The City deadline to complete the work for Phase 2 is June 30, 2022.

RECOMMENDED ACTION: Approve to move forward from committee then move forward through City Council approval.

FUTURE MOTION: I move to approve the Mayor authorization to execute **SMAP Phase 2 Supplement 1** in the amount to not exceed of \$40,765.



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Schedule Public Hearing Whitehawk Boulevard Extension 4(f) De minimis	AB22XX-XX	Public Works 03.02.2022	03.16.2022	03.30.2022
	Department: Engineering			
	Date Submitted: 02.23.2022			
Cost of Item:		N/A		
Amount Budgeted:		N/A		
Unexpended Balance:		N/A		
Bars #:		N/A		
Timeline:		N/A		
Submitted By:		Maryanne Zukowski, PE		
Fiscal Note: N/A				
Attachments: Power Point Whitehawk Boulevard Extension – Public Out Reach 4(f) De minimis Figures De minimis Documentation Justification				
SUMMARY STATEMENT				
<u>Purpose:</u> Fulfill the 4(f) De minimis environmental requirements for the Whitehawk Boulevard Extension Project.				
Those requirements are:				
<ul style="list-style-type: none"> • Concurrence from the WSDOT Environmental Engineer. • A letter from the park/site manager supporting the project and stating that the (4f) use is beneficial in nature and the project will not adversely affect the features, attributes or activities qualifying the property for protection under (4f). • Documentation of public involvement regarding the de minimis impact, typically minutes from a public meeting (such as a City council meeting) demonstration that the use of de minimis on the project has been presented and discussed as an agenda item. 				
<u>Background:</u>				
What is a Section 4(f) and what is a 4(f) property?				
<ul style="list-style-type: none"> • City parks and School District property. 				
Section 4(f) of the Department of Transportation Act of 1996 prohibits FHWA from approving the use of land from a significant publicly owned park, recreation area, or wildlife and waterfowl refuge, or any historic site, unless a determination is made that both of the following conditions are met:				

1. There is no feasible and prudent alternative to using the property.
2. The proposed action includes all possible planning to minimize harm resulting to the property from such use.

History:

The following Whitehawk Boulevard Extension – De minimis introduction.

- October 6, 2021 Public Works Committee
- October 20, 2021 Council Study Session.
- March 2, 2022 Public Works Committee De minimis Public Out Reach
- March 16, 2022 Study Session De minimis Public Outreach
- March 30, 2022 Public Hearing De minimis Public Outreach

The following is just a partial list Whitehawk Boulevard Extension project alternatives analysis and project public involvement:

Corridor Study:

- September 11, 2008 Stakeholder Meeting
- November 18, 2008 Planning Commission Meeting
- June 2005 2030 Transportation Plan

(4) Project Advisory Committee (PAC) Meetings: Planning Commission, Council, Agency, and Public Stakeholders for the:

- December 2009 SW Connector Corridor Study

Comprehensive Plan Updates:

- October 2019 2040 Transportation Plan
- December SW Connector Corridor Study

Whitehawk Boulevard Extension 2009:

- December 2, 2008 Street Committee
- March 26, 2009 Street Committee

Whitehawk Boulevard Extension 2021:

- April 21, 2021 Study Session
- July 21, 2021 Study Session
- August 18th, 2021 Study Session
- September 25, 2021 Special Meeting Budget Workshop
- September 29, 2021 Council
- October 6, 2021 Public Works Committee
- October 20, 2021 Study Session
- November 10, 2021 Study Session
- November 17, 2021 City Council
- November 23, 2021 Public Hearing City Council

The Financial Summary:

None

De minimis justifications attached.

RECOMMENDED ACTION: Approve to move forward from committee then move forward through Public Hearing at City Council and inviting the Orting School District.

FUTURE MOTION: Move to approve the Mayor to execute a letter from the park/site manager supporting the project and stating that the (4f) use is beneficial in nature and the project will not adversely affect the features, attributes or activities qualifying the property for protection under (4f).



**City of Orting
Council Agenda Summary Sheet**

	Agenda Bill #	Recommending Committee	Study Session Dates	Regular Meeting Dates
Subject: Draft Public Outreach Kansas Street SW Outfall Replacement & Calistoga St W Stormwater Improvements	AB22XX-XX	Public Works 03.02.2022	03.16.2022	03.30.2022
	Department:	Engineering		
	Date Submitted:	02.23.2022		
Cost of Item:	N/A			
Amount Budgeted:	N/A			
Unexpended Balance:	N/A			
Bars #:	N/A			
Timeline:	N/A			
Submitted By:	Maryanne Zukowski, PE			
Fiscal Note: N/A				
Attachments: Draft Public Outreach PPT Draft Public Outreach Kansas Street SW Outfall Replacement & Calistoga St W Stormwater Improvements				
SUMMARY STATEMENT				
<u>Purpose:</u> Inform the public of upcoming construction that may have temporary impacts on travel, parking, walking, biking, and driveway access. Receive feedback on the Communications Plan.				
CONCEPT PUBLIC INVOLVEMENT COMMUNICATION PLAN (PICP)				
The project proposes:				
A Base Bid Kansas Street SW Outfall Replacement will install approximately 630 linear feet of Storm Drain from Calistoga Street to an existing ditch east of the Puyallup River Levee.				
Schedule A Calistoga Street West Improvements will install approximately 3,100 linear feet along Calistoga St W, Tacoma Ave and provide a connection to the Kansas Street Outfall connection.				
The following are the recommended activities proposed for this project.				
(1) Press Release process.				

- (1) Direct Mail to business and residential addresses abutting the project limits.
- (1) Mailed SEPA Notifications within 500 feet of the project limits.
- (1) Project site visits with plans to affected properties for rights of entry and/or project notifications.
- (1) Web Page:
 - (1) Phone contact
 - (1) Email address for the project. (example 2022Construction@cityoforting.org)
- (1) Media notifications to Pierce County public affairs contact.
- (1) Notifications to Refuse Services.
- (1) Coordination meeting with Public Services (Police and Fire).
- (2) Variable Messages Signs (2) weeks in advance of the active construction.
- (1) City Entrance message notification of construction delay impacts.

CONCEPTS:

Press Release Process –

Project flyer will contain the same branding as the web page and mail flyer.

Direct Mail –

SEPA Notifications March 2022 is estimated.

Direct property notification mailings will occur March 2022.

Project Site Visits –

Project site visits are scheduled for rights of entry and/or property notifications the month of March prior to construction advertising.

Web Page:

The concept format for the Project is recommended to include:

- Project development information to include ADT
- Project scope
- Project schedule
- Project funding
- Project purpose and need
- Contact information
 - Phone Line
 - Mailing Address
 - Email
- Project Flyer

RECOMMENDED ACTION: Approve to move forward from committee then move forward through City Council.

FUTURE MOTION: