



PARKS & PUBLIC WORKS COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING

Wednesday, June 21, 2023, at 5:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

COMMITTEE MEMBERS

Ethan Benson, Chair

Bryan Holloway, Councilmember

Jolyon Johnson, Councilmember

This meeting will be conducted in person and remotely using teleconferencing technology provided by Zoom.

Join by Telephone: To listen to the meeting via telephone, please call **253.215.8782** and enter Webinar ID **867 8554 3964** and Password **1700050121** if prompted.

Press *9 to raise your hand to speak. Raising your hand signals the meeting moderator that you have a comment.
Press *6 to mute and unmute.

Join by Internet: To watch the meeting over the internet via your computer, follow these steps:

- 1) Click this [link](#).
- 2) If the Zoom app is not installed on your computer, you will be prompted to download it.
- 3) If prompted for Webinar ID, enter **867 8554 3964**; Enter Password **1700050121**
- 4) Please confirm that your audio works prior to participating.

CALL TO ORDER & ROLL CALL

PUBLIC COMMENTS

MINUTES

1. Approval of minutes dated June 6, 2023.

AGENDA BILLS

2. **AB23-076:** Six Year Transportation Improvement Program for the Period 2024 through 2029
3. **AB23-078:** Awarding Prospect Construction Inc. a Contract for the WRF Phase 3 Improvements
4. **AB23-083:** Awarding RRJ Company a Contract for 2023 Urban Forestry Improvements
5. **AB23-088:** Awarding Contract for Installation and Site Preparation for Centennial Fields Inclusive Park
6. **AB23-089:** Awarding Contract for Planning Services for Parks, Recreation, Open Space and Trails Plan (PROST)

DISCUSSION

7. DIRECTOR REPORTS
 1. Staffing
 2. Project status

ADJOURNMENT



PARKS & PUBLIC WORKS COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE HYBRID MEETING MINUTES JUNE 6, 2023

This meeting was conducted in person and remotely using teleconferencing technology provided by Zoom

CALL TO ORDER

Councilmember Ethan Benson called the meeting to order at 5:00 pm.

Committee Members: Councilmembers Bryan Holloway and Jo Johnson (remote) were present. Mayor Katherine Ross was also present.

City Staff:

Mike Chambless, Interim City Administrator; Jeff Hamlin, Interim Parks & Public Works Director; Drew Bouta, Budget Manager; Deana Dean, City Clerk; Mo Hafiz, Information Technology Director; Dylan Gamble, CIP Project Manager; and Andy Latham, IT Support.

PUBLIC COMMENTS – There were no public comments.

AGENDA APPROVAL – The agenda was approved as presented.

MINUTES

1. The minutes from the May 16, 2023, meeting were approved as presented.

AGENDA BILLS

2. **AB23-076:** Six Year Transportation Improvement Program for the Period 2024-2029. Dylan Gamble, CIP Project Manager, reviewed this item which is a follow up from a prior meeting. Discussion followed. Committee questions answered by Jeff Hamlin, Mike Chambless, and Dylan Gamble. Continued discussion on this matter will be heard at the June 21, 2023, Parks & Public Works Committee Meeting. Public Hearing will be held at the June 26, 2023, Regular Council Meeting.

DISCUSSION

- Mayor Ross introduced the Information Technology Director, Mo Hafiz, to committee members.
- Mike Chambless reminded the committee that the Re-dedication Ceremony for Riverview Park will be this Friday June 9, 2023.

ADJOURNMENT - The meeting was adjourned at 5:32 pm.

Minutes taken by Deana Dean, City Clerk

Recorded meeting audio is available on the City website after the meeting.

Minutes approved at the _____ Parks & Public Works Committee Meeting.

Parks & Public Works Committee & Committee of the Whole Hybrid Meeting
June 6, 2023



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-076
June 26, 2023
Committee Report

Item 2.

AGENDA BILL INFORMATION

| | | |
|-------------------------|--|---|
| TITLE: | AB23-076: Six Year Transportation Improvement Program for the Period 2024 through 2029 | <input type="checkbox"/> Discussion Only |
| PROPOSED ACTION: | Conduct a Public Hearing and Adopt Resolution No. 1656 Adopting a Six Year Transportation Improvement Program for the Period 2024 through 2029 | <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution |

| | | | |
|----------------|---------------------|----------------|-------------------------------|
| REVIEW: | Department Director | Jeff Hamlin | Click or tap to enter a date. |
| | Finance | n/a | Click or tap to enter a date. |
| | Legal | n/a | Click or tap to enter a date. |
| | City Administrator | Mike Chambless | Click or tap to enter a date. |

| | | | |
|--------------------|---|--------------------------------------|------------|
| DEPARTMENT: | Parks & Public Works | | |
| STAFF: | Dylan Gamble, CIP Manager Jeff Hamlin, Interim Parks & Public Works Director | | |
| COMMITTEE: | Parks & Public Works | COMMITTEE DATE: June 21, 2023 | |
| MEMBERS: | Ethan Benson | Bryan Holloway | Jo Johnson |
| EXHIBITS: | 1. Resolution No. 1656 and Exhibit A – 2024-2029 STIP 2. Six-Year Transportation Improvement Plan 3. Six-Year Transportation Improvement Plan Map 4. Public Hearing Notice | | |

| | |
|--------------------------------|--------|
| AMOUNT OF EXPENDITURE | \$ n/a |
| AMOUNT BUDGETED | \$ n/a |
| APPROPRIATION REQUESTED | \$ n/a |

SUMMARY

INTRODUCTION

This agenda bill presents the City's Six Year Transportation Improvement Plan (TIP) for the period 2024 through 2029. The six-year plan is updated annually. Following public hearing and Council approval, the TIP will be submitted to WSDOT on June 30, 2023.

LEGISLATIVE HISTORY

The 2024-2029 Six-Year Transportation Improvement Plan was discussed at the June 6 and June 20 Parks & Public Works Council Committee meetings. The June 26 Public Hearing was noticed in the Seattle Times on June 13 and June 20.

BACKGROUND

State law requires each city develop a local Six Year Transportation Improvement Plan (TIP) and it be updated annually ([RCW 35.77.010](#)). State law also requires projects be included in the TIP for cities to compete for transportation funding grants from most federal and state sources. Federal grant funded and regionally significant projects from the first three years of the City's TIP are included in the Regional TIP, which is assembled by the Puget Sound Regional Council for King, Kitsap, Pierce, and Snohomish Counties (PSRC). These regional TIPs from around Washington State are then used to inform the State TIP (STIP), which is approved by the Governor and then submitted to the Federal Highway Administration and Federal Transit Authority for their review and approval.

BUDGET IMPACTS

The TIP update is required by law and while it does provide planning estimates of federal, state and local costs for each project, there is neither a commitment nor a requirement that these be secured or obligated at this time. Consequently, there is no budget impact by approval of the TIP.

NEXT STEPS

Following Council approval, the TIP will be filed on the Secure Access Washington website and submitted to the Washington State Department of Transportation.

PROPOSED ACTION

- 1) Conduct a Public Hearing on the 2024-2029 Six Year Transportation Improvement Plan
- 2) Move to adopt Resolution No. 1656 Adopting a Six Year Transportation Improvement Program for the Period 2024 through 2029 and authorize the Mayor to sign.

RESOLUTION NO. 1656

A RESOLUTION OF THE CITY COUNCIL OF CITY OF SNOQUALMIE, WASHINGTON ADOPTING A SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM (TIP) FOR THE PERIOD 2024 THROUGH 2029

WHEREAS, the City of Snoqualmie is required by RCW 35.77.010 and RCW 36.81.121 to annually update its Transportation Improvement Program for a six year period and file a copy of the adopted program with the Secretary of Transportation; and

WHEREAS, a Public Hearing was held on June 26, 2023, for public input on the Plan.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNOQUALMIE AS FOLLOWS:

That the Six Year Transportation Improvement Program for the Period 2024 through 2029, as set forth in Exhibit A attached hereto, is hereby approved and adopted.

Passed, by the City Council of the City of Snoqualmie, Washington, this 26th day of June 2023.

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk

Approved as to form:

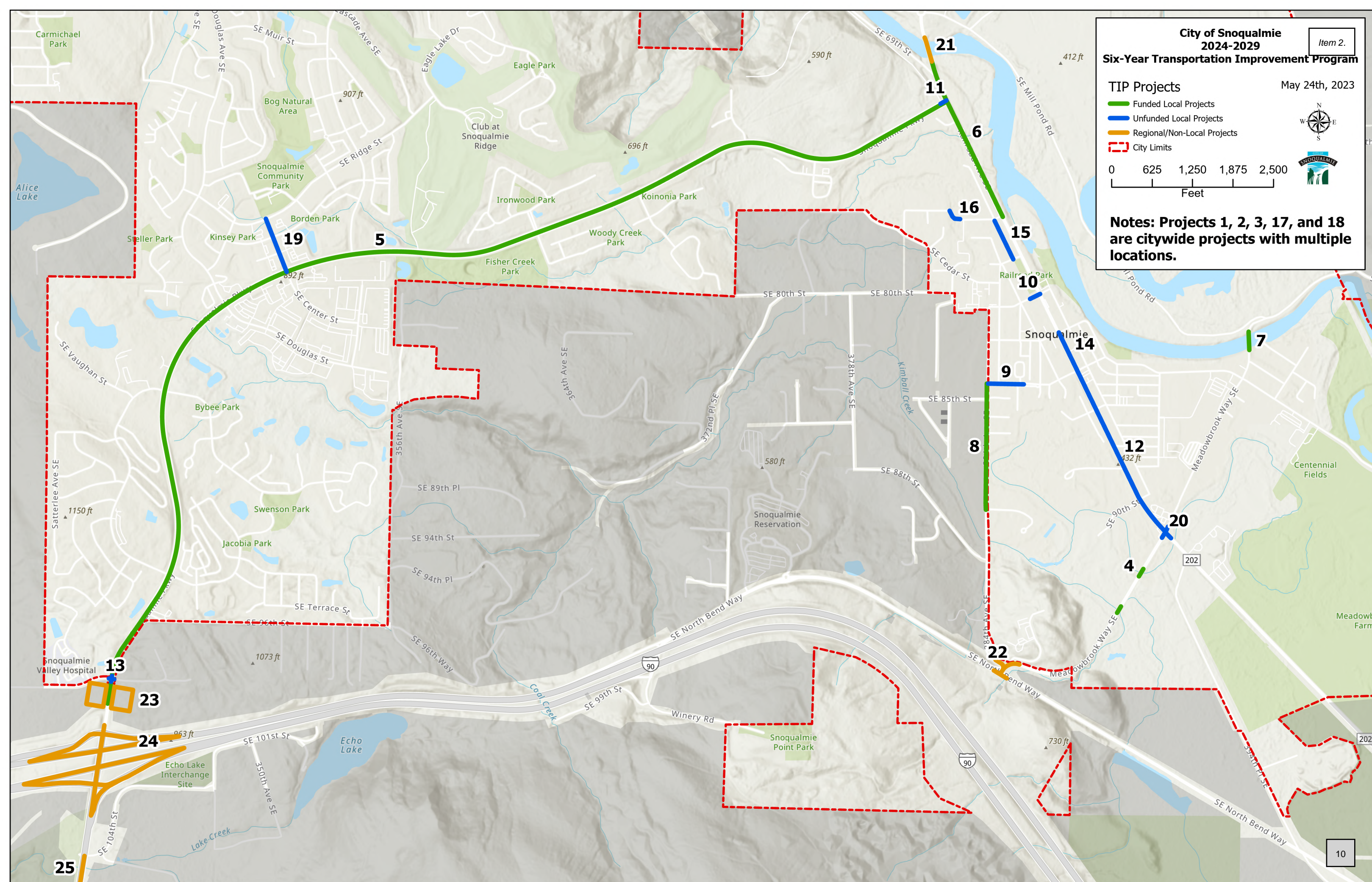
David Linehan, Interim City Attorney

| City of Snoqualmie 2024-2029 Six-Year Transportation Improvement Program | | | | | | | | | | |
|--|-------------|----------|--------------|--|---|-------------------|--------|-----------------|------------------|------------------|
| | | | | | | TIP Funding Range | | Project Costs | | |
| TIP # | CIP # | Priority | Project Type | Project or Program Name | Description | Starts | Finish | Local | Outside Funding | Total |
| Projects and programs currently fudneded and identified with the adopted 2023-2028 CIP | | | | | | | | | | |
| 1 | TRN20001CIP | 16 | MPR | Street Resurfacing Program | Provide city wide street resurfacing based on pavement condition score. The goal of this program is to rehabilitate City streets and alleys in a comprehensive and systematic way before they require extensive reconstruction. | 2024 | 2028 | \$ 3,527,000.00 | NA | \$ 3,527,000.00 |
| 2 | TRN20002CIP | 17 | MPR | Sidewalk Replacement Program | This program will fund the community outreach, design and replacement of sidewalks in neighborhoods throughout the city. | 2024 | 2028 | \$ 1,367,000.00 | NA | \$ 1,367,000.00 |
| 3 | TRN21001CIP | 18 | PD | Americans with Disabilities Act (ADA) Program | This program will evaluate and provide for ADA accessibility on public properties within the City where necessary. | 2024 | 2028 | \$ 272,000.00 | NA | \$ 272,000.00 |
| 4 | TRN22001CIP | 2 | MPR | Kimball Creek Bridges 1413B & 1413C repair or replacement along SE Meadowbrook Way | Design and construction. This project will repair or replace the two structurally deficient bridge crossings on SE Meadowbrook Way (Kimball Creek Bridges 1413B and 1413C). The design provides an outline of services to assist the City with the full design, environmental permitting, engineering studies and reports, agency coordination, and grant applications associated with the box culvert design and installation components of the project. Staff continues to apply and present to PSRC for construction funding. | 2023 | 2024 | \$ 1,376,346.00 | \$ 195,000.00 | \$ 1,571,349.00 |
| 5 | TRN23002CIP | 1 | MPR | Snoqualmie Parkway Pavement Rehabilitation | Grind and overlay with HMA from SR 202 (railroad Ave SE) to the city limits along Snoqualmie Parkway, including the intersections of, SE Center St, and SE Swenson St, update sidewalks and sidewalk ramps per ADA guidelines, replace traffic loops, update signing, and traffic control. | 2023 | 2024 | \$ 1,400,000.00 | \$ 5,000,000.00 | \$ 6,400,000.00 |
| 6 | PUW20003CIP | 3 | PBI | Town Center Improvement Project - Phase 3 | Design and construction. Town Center Phase 3 centers on SR202 (Railroad Avenue) between SE Northern Street and the Snoqualmie River Bridge. This project will provide an upgraded ADA compliant multi-use path, utility improvements, roadway and trail illumination, and add connections to local and regional trail systems providing mobility between existing and proposed population centers in and around Historic Snoqualmie and Snoqualmie Falls. The project includes a new trail bridge over Kimball Creek. | 2021 | 2027 | \$ 3,511,995.00 | \$ 4,170,005.00 | \$ 7,682,000.00 |
| 7 | TBD | 5 | MPR | Meadowbrook Bridge Repair or Replacement | Design and construction. This project will provide ongoing maintenance of the Meadowbrook Bridge including structural welding and repairs, painting, and load rating update. Bridge replacement will be considered as part of design alternatives. | 2023 | 2026 | \$ 997,000.00 | \$ 20,000,000.00 | \$ 21,000,000.00 |
| 8 | TBD | 4 | MPR | 384th Sidewalk Improvements | 384th ave between Newton and Kimball Creek Dr will be replaced as part of a sewer main replacement. Included with the roadway replacement the City will construct a sidewalk along East side of 384th. | 2023 | 2024 | TBD | \$ 500,000.00 | TBD |
| Projects currently unfunded but identified as alternative or future projects/programs | | | | | | | | | | |
| 9 | NA | 6 | ROAD | Newton Street connection | Design and construct the connection from the end of the Delta, Newton, Railroad PI Project. This will finalize the "complete streets" construction along Newton from SR202 and 384th. Construction of the through street includes curb, gutter, ADA sidewalks and ramps, stormwater, water, and sanitary sewer improvements, and paving. | 2023 | 2025 | NA | NA | NA |
| 10 | NA | 8 | TOSP | King Street Rail Crossing Improvements | This project will widen this two-track railroad crossing to add a sidewalk for pedestrian access to the city park and improve safety for pedestrians and cyclists. Existing asphalt crossing surfaces will be replaced with concrete. At present, there is no safe or legal pedestrian access to the park because there is no sidewalk and no railroad crossing. Consequently, park users walk across the tracks. | 2023 | 2024 | \$ 37,000.00 | \$ 746,000.00 | \$ 783,000.00 |
| 11 | TBD | 7 | TOSP | Snoqualmie Parkway Rail Crossing Improvements | This project will improve safety at this railroad crossing of the principal arterial roadway that receives significant northbound traffic from SR 18. This project will widen sidewalks on each end of the crossing and route pedestrian traffic behind the crossing gates so no one is trapped between a gate and a moving train. The sidewalk on east side of crossing will be widened from 4 feet to 8 feet to accommodate pedestrian surges from the adjacent Gateway Park use as summertime overflow parking for Snoqualmie Falls. | 2023 | 2024 | \$ 75,000.00 | \$ 1,327,000.00 | \$ 1,402,000.00 |
| 12 | NA | 11 | ROAD | Town Center Improvement Project - Phase 4 | Phase 4 improves Railroad Ave (SR 202) from Newton St to Meadowbrook Way, and completes the downtown corridor. Project would improve lane width and intersection channelization, upgrade utilities, provide a multi-use path, add parking access, street lighting, streetscape, traffic calming, conversion of and underground overhead utilities, and pavement rehabilitation. | TBD | TBD | TBD | NA | NA |
| 13 | NA | 13 | ROAD | Snoqualmie Parkway and SE 99 St Intersection Improvements | This project will provide design and construction of traffic and intersection improvements on the Snoqualmie Parkway at the SE 99th Street Intersection. | TBD | TBD | TBD | NA | NA |
| 14 | NA | 12 | TOSP | Town Center South Parking | The project would seek to replace and improve the parking arrangement along Railroad Ave/SR 202 south of River St. Improvements would include parking realignment, curbs, stormwatyer improvements, and street beatification. In addition, safety related structures such as improved sidewalk, ADA ramps, pedestrian signals, and striping will be included. | TBD | TBD | \$ 889,441.00 | NA | \$ 889,441.00 |
| 15 | NA | 9 | ROAD | Town Center North Improvement Project | This project would repave or reconstruct Railroad PI. and the related parking lot between SE Fir St. and SE Northern St, adding a pedestrian activated signal and crosswalk on Railroad Ave(SR202). Improvements to gateway signage leading to Downtown, drainage improvements, landscaping, and traffic calming measures will also be included. | TBD | TBD | \$ 2,379,857.00 | NA | \$ 2,379,857.00 |
| 16 | NA | 19 | MPR | Northern St. Culvert Project | This project would evaluate replacement and upgrade potential for the culvert below Northern St. Replacement of the culvert will include replacement of the above roadway and any adjoining sidewalks. | TBD | TBD | \$ 4,597,450.00 | NA | \$ 4,597,450.00 |
| 17 | NA | 20 | PD | Roadway Culvert Inventory and repair | This project would produce an inventory of all City owned and maintain roadway culverts and condition. | TBD | TBD | NA | NA | NA |
| 18 | NA | 10 | PD | Complete Streets and Safety Improvements | This program will identify improvements to improve safety and support mobility for all users. Projects could include improvements to bicycle lanes, public transportation infrastructure, crossing upgrades, pedestrian signals, curb extensions, modified vehicle travel lanes, streetscape, and landscape treatments. | TBD | TBD | NA | NA | NA |
| 19 | NA | 15 | ROAD | Ridge Marketplace Placemaking Project | This project would construct a gateway arch over Center Blvd. SE, suspend lights across the street, and add banners, pedestrian benches, and additional flowering baskets to the streetscape. | TBD | TBD | \$ 480,779.00 | NA | \$ 480,779.00 |
| 20 | NA | 14 | ROAD | Meadowbrook Way and SR 202 Intersection Improvements | Provide for the necessary loops, signal timing and striping to add to the left turn lanes at the intersection for improved safety | TBD | TBD | TBD | NA | NA |
| Other Regional or outside agency-led projects or programs the City may choose to participate in or support | | | | | | | | | | |
| 21 | NA | 23 | MPR | SR 202 Snoqualmie River Bridge | Replace and widen the SR 202 Bridge | TBD | TBD | TBD | NA | NA |
| 22 | NA | 24 | ROAD | SE North Bend Way Roundabout Project | Replacement of the intersection arrangement of North Bend Way, Meadowbrook Ave, and 384th Ave SE with a roundabout. | TBD | TBD | TBD | NA | NA |
| 23 | NA | 25 | TOSP | Metro Park and Ride Facility | This project will fund a regional metro transit park and ride | TBD | TBD | TBD | NA | NA |
| 24 | NA | 21 | MPR | I-90 Interchange Replacement | Design and construction of new interchange | TBD | TBD | TBD | NA | NA |
| 25 | NA | 22 | MRP | SR 18 Widening | widening a 5-mile section of SR 18 between Issaquah-Hobart Road and Deep Creek | TBD | TBD | TBD | NA | NA |

| Legend | | Color Legend |
|------------------|--|--|
| Category acronym | Category Names (Description) | Projects included and funded with the adopted 2024-2029 Capital Improvement Plan |
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| ROAD | streetscape and ROAD improvements | |
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| City of Snoqualmie 2024-2029 Six-Year Transportation Improvement Program | | | | | | | | | | |
|--|-------------|----------|--------------|--|---|-------------------|--------|-----------------|------------------|------------------|
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| 20 | NA | Low | ROAD | Meadowbrook Way and SR 202 Intersection Improvements | Provide for the necessary loops, signal timing and striping to add to the left turn lanes at the intersection for improved safety | TBD | TBD | TBD | NA | NA |
| Other Regional or outside agency-led projects or programs the City may choose to participate in or support | | | | | | | | | | |
| 21 | NA | Medium | MPR | SR 202 Snoqualmie River Bridge | Replace and widen the SR 202 Bridge | TBD | TBD | TBD | NA | NA |
| 22 | NA | Medium | ROAD | SE North Bend Way Roundabout Project | Replacement of the intersection arrangement of North Bend Way, Meadowbrook Ave, and 384th Ave SE with a roundabout. | TBD | TBD | TBD | NA | NA |
| 23 | NA | Medium | TOSP | Metro Park and Ride Facility | This project will fund a regional metro transit park and ride | TBD | TBD | TBD | NA | NA |
| 24 | NA | High | MPR | I-90 Interchange Replacement | Design and construction of new interchange | TBD | TBD | TBD | NA | NA |
| 25 | NA | High | MRP | SR 18 Widening | widening a 5-mile section of SR 18 between Issaquah-Hobart Road and Deep Creek | TBD | TBD | TBD | NA | NA |

| Legend | | Color Legend |
|------------------|--|--|
| Category acronym | Category Names (Description) | Projects included and funded with the adopted 2024-2029 Capital Improvement Plan |
| | | Projects currently unfunded but identified as alternative or future projects/programs |
| TOSP | Traffic Operations and Safety Projects | Other Regional or outside agency-led projects or programs the City may choose to participate in or support |
| MPR | Maintenance, Preservation, and Repair | |
| ROAD | streetscape and ROAD improvements | |
| PED | PEDestrian and bicycle improvements | |
| PD | Planning and Design | |





BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-078
June 26, 2023
Committee Report

Item 3.

AGENDA BILL INFORMATION

| | | |
|-------------------------|---|---|
| TITLE: | AB23-078: Awarding the Water Reclamation Facility Phase 3 Improvements | <input type="checkbox"/> Discussion Only |
| PROPOSED ACTION: | Adopt Resolution No. 1655 awarding the Water Reclamation Facility Improvements to Prospect Construction, Inc. | <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution |

| | | | |
|----------------|---------------------|----------------|-----------|
| REVIEW: | Department Director | Jeff Hamlin | 6/13/2023 |
| | Finance | Drew Bouta | 5/15/2022 |
| | Legal | David Linehan | 6/15/2023 |
| | City Administrator | Mike Chambless | 6/13/2023 |

| | | | |
|--------------------|--|--------------------------------------|------------|
| DEPARTMENT: | Parks & Public Works | | |
| STAFF: | Andrew Vining, Project Engineer | | |
| COMMITTEE: | Parks & Public Works | COMMITTEE DATE: June 21, 2023 | |
| MEMBERS: | Ethan Benson | Bryan Holloway | Jo Johnson |
| EXHIBITS: | 1. Resolution No. 1655 2. WRF Phase 3 Aerial Overview 3. Bid Results: Water Reclamation Facility Phase 3 4. Letter from RH2 Engineering Recommending Bid Award to Prospect Construction 5. CIP Excerpt: Water Reclamation Facility Phase 3 | | |

| | |
|--------------------------------|---------------|
| AMOUNT OF EXPENDITURE | \$ 11,079,950 |
| AMOUNT BUDGETED | \$ 13,357,000 |
| APPROPRIATION REQUESTED | \$ 1,829,133 |

SUMMARY

INTRODUCTION

This agenda bill seeks to adopt of Resolution 1655 awarding the Water Reclamation Facility (WRF) Phase 3 Improvements construction contract to Prospect Construction, Inc. The WRF Phase 3 Improvements will increase sewer treatment capacity, enhance performance, and replace critical components that are nearing the end of their expected service life.

LEGISLATIVE HISTORY

A contract with RH2 Engineering (RH2) was approved by Council on February 28, 2022 under [AB22-031](#) and amended on August 22, 2022 under [AB22-108](#) to complete final design, permitting, and bidding of the WRF

Phase 3 Improvements. On May 22nd, 2023 under [AB23-063](#) Council Approved Amendment No. 3 to for RH2 engineering support services during construction and SCADA Programming of the WRF Phase 3 Improvements.

BACKGROUND

The City of Snoqualmie receives and treats municipal wastewater as defined by the Washington State Department Ecology NPDES Permit. The permit limits are based on the capacity for which the WRF was designed. When wastewater flow and loading to the WRF reaches 85 percent of the design capacity the City must begin the planning process for modifying the facility to increase capacity. In addition to these capacity requirements many of the WRF components have been operating continuously for the past 25 years and are nearing the end of their expected service life. Both the 2012 General Sewer Plan (GSP) and 2021 GSP identified the need to begin the planning process and increase the WRF capacity. The WRF Phase 3 Improvements will upgrade aging components with new equipment sized to handle future sewer flows and loads projected through the year 2040. In addition, the Phase 3 improvements will increase efficiencies and delay the need to build a third clarifier.

The City's GSP identified multiple projects for the Phase 3 of the WRF Improvements including major improvements at the headworks, oxidation ditches, and solids handling facility. In May 2022, during WRF Phase 3 preliminary design, the City entered into an agreement with the Snoqualmie Tribe for the provision of added sewer utility service related to Casino expansion scheduled to soft start in fourth quarter 2024. The agreement included General Facility Charges (GFCs) as well as project schedule milestones to ensure that commercially reasonable and best efforts are made such that added sewer utility services will be available for the soft opening.

The WRF Phase 3 Improvements were advertised to bidders on April 21st, 2023. Three bids were received, and the lowest bid was from Prospect Construction, Inc. for \$11,079,950 including tax. City staff and consultants determined Prospect Construction, Inc. to be the lowest responsive and responsible bidder. Early bidding and award of these improvements allows for the contractor to procure equipment with long lead times and phase construction for minimal impacts to WRF operations. Construction is expected to begin late summer 2023 such that the new treatment process startup can occur during winter 2024 and construction completion in summer 2025.

ANALYSIS

The intent of this project is to increase the WRF capacity, replace aging equipment, and enhance treatment performance needed to fulfill obligations to current and future sewer customers. The lowest bid received was \$11,079,950 which is 10 percent above the engineers estimate of \$10,037,000. Evaluation of the bids shows that bidding was competitive between contractors but ultimately bids came in higher than estimated due to a combination of factors including: fewer bidders than in past phases due to a lot of good, high value work being available right now; and higher than anticipated labor costs for complex electrical and structural retrofit work. The project is currently on schedule for construction in summer 2023 and staff do not anticipate any cost savings by rebidding or delaying this project. City Staff and RH2 Engineering have reviewed the bids and recommended awarding the WRF Phase 3 Improvements to Prospect Construction, Inc.

BUDGET IMPACTS

Administration recommends approving a contract with Prospect Construction, Inc. in the amount of \$11,079,950 to complete WRF Phase 3 Improvements. This project is part of the WRF Phase 3 Improvement Project and is incorporated in the 2023-2028 Capital Improvement Plan (CIP) (See Exhibit #5). The 2023-24 Amended Budget appropriates \$13,357,000 for this project. In the current biennium, \$465,280 has been spent and \$3,640,903 has been encumbered for contracts within the WRF Phase 3 Improvement Project. With the addition of the Prospect Construction, Inc. contract, the project is \$1,829,133 over budget for the current

biennium, as shown in the table below or on the next page. The life-of-project budget overage is \$779,597, which is slightly over 5% of total project budget.

WRF Phase III

| | Life-of-Project Budget (Multiple Bienniums) | | 2023-2024 Biennial Budget | |
|--|--|--------------|------------------------------|--------------|
| Beginning Budget | \$ | 15,262,217 | \$ | 13,357,000 |
| Expenditures | \$ | (1,320,961) | \$ | (465,280) |
| Outstanding Contract Value (Previously approved) | \$ | (3,640,903) | \$ | (3,640,903) |
| Current Available Budget | \$ | 10,300,353 | \$ | 9,250,817 |
| Value of this Contract (AB23-078) | \$ | (11,079,950) | \$ | (11,079,950) |
| Available Budget after AB23-078 | \$ | (779,597) | \$ | (1,829,133) |

The WRF Phase 3 Improvement Project is expected to be completed during the 2025-2026 biennium and current forecasts anticipate that this budget overage will occur after the 2023-24 biennium ends. Depending on construction progress made during the current biennium, Administration may bring forth a budget amendment that would increase the appropriation for this project. In addition, the Administration intends to delay two projects from the 2023-2028 CIP within the Utility Capital Fund (#417) to support the project's overall budget shortfall. This includes the 1040 Zone Booster Pump Station Improvement Project and the 1040 Zone Reservoir Addition Project. Delaying these two projects will result in a reallocation of \$788,000 in budget to the WRF Phase 3 Improvement Project. As a result, the City will only need to pull \$1,041,133 of the anticipated expenditure for the next biennium (see Exhibit #5 for the anticipated 2025 expenditure) into the current biennium and reduce the anticipated appropriation in the next biennium.

WRF Phase III

| | Life-of-Project Budget (Multiple Bienniums) | | 2023-2024 Biennial Budget | |
|--|--|-----------|------------------------------|-------------|
| Available Budget / (Shortfall) after AB23-078 | \$ | (729,597) | \$ | (1,829,133) |
| 1040 Zone Booster Pump Station | \$ | 394,000 | \$ | 394,000 |
| 1040 Zone Reservoir Addition Project | \$ | 394,000 | \$ | 394,000 |
| Potential Acceleration of Project Budget into Current Biennium | \$ | - | \$ | 1,041,133 |
| Adjusted Available Budget / (Shortfall) | \$ | 58,403 | \$ | - |

The table below shows a comparison of project costs estimated in the 2023-2028 CIP as compared to current expenditures and encumbrances.

| <i>Project Activities</i> | <i>% of Budg.</i> | <i>Total Activity Budget</i> | <i>% of Actual</i> | <i>Previously Spent or Encumbered</i> | <i>Under / (Over) Spend</i> |
|---------------------------|-----------------------|----------------------------------|------------------------|---|---------------------------------|
| Design | 5% | 767,217 | 7% | 1,197,104 | (429,887) |
| Construction | 65% | 9,926,461 | 72% | 11,471,946 | (1,545,485) |
| Const. Management | 10% | 1,488,969 | 7% | 1,185,557 | 303,412 |
| Contingency | 13% | 1,985,292 | 12% | 1,985,292 | - |
| Labor | 4% | 597,954 | 1% | 200,000 | 397,954 |
| Other | 3% | 496,323 | 0% | 1,915 | 494,408 |
| Total | 100% | 15,262,216 | 100% | 16,041,814 | (779,598) |

Note: Labor costs are estimates.

NEXT STEPS

Following Council approval staff will work with the Mayor to execute the final contract agreement with Prospect Construction Inc. The contractor is expected to begin site construction late summer 2023. Construction of the new blower building, headworks improvements, and solids handling improvements is expected to occur over the next year. Following completion of these tasks the oxidation ditches will be retrofitted in phased succession. The new treatment process will begin startup during winter 2024 and construction completion is expected during summer 2025.

PROPOSED ACTION

Move to adopt Resolution No. 1655 awarding the Water Reclamation Facility Phase 3 Improvements to Prospect Construction, Inc. and authorize the Mayor to sign.

RESOLUTION NO. 1655**A RESOLUTION OF THE CITY COUNCIL OF CITY OF SNOQUALMIE, WASHINGTON DETERMINING THE LOWEST RESPONSIBLE, RESPONSIVE BIDDER, AWARDING A PUBLIC WORKS CONTRACT TO AND AUTHORIZING EXECUTION OF A PUBLIC WORKS CONTRACT WITH PROSPECT CONSTRUCTION, INC. FOR WATER RECLAMATION FACILITY IMPROVEMENTS PHASE 3.**

WHEREAS, pursuant to Ordinance No. 448 as codified in Snoqualmie Municipal Code Section 1.08.010, the City of Snoqualmie has adopted the classification of non-charter code city, retaining the mayor-council plan of government as provided for in Chapter 35A.12 RCW; and

WHEREAS, pursuant to RCW 35A.40.210, procedures for any public work or improvement for code cities shall be governed by RCW 35.23.352; and

WHEREAS, on April 21, 2023, the City advertised the Water Reclamation Facility Phase 3 Project (“the Project”) for bid, three responsive bids were received, and the lowest responsive bid, was from Prospect Construction, Inc. for \$11,079,950 including tax; and

WHEREAS, the City’s consultant team has checked references and otherwise determined that Prospect Construction, Inc. meets the mandatory bidder responsibility criteria established under RCW 39.04.350 and 39.06.020, and the supplemental bidder responsibility criteria in Section 00 04 00 of the contract documents; and

WHEREAS, the City’s consulting engineer, RH2 Engineering Inc., and the Parks and Public Works Director recommend award of this contract to Prospect Construction, Inc. as the lowest responsive, responsible bidder;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNOQUALMIE AS FOLLOWS:

Section 1. Determination of Lowest Responsive, Responsible Bidder. Based on the foregoing recitals, which are hereby incorporated as findings of fact, Prospect Construction, Inc. is the lowest, responsive, responsible bidder for the Project.

Section 2. Award of Public Works Contract. The contract for the Project is hereby awarded to Prospect Construction, Inc. in accordance with its bid proposal.

Section 3. Authorization for Contract Execution. The Mayor is authorized to execute a contract with Prospect Construction, Inc. in substantially the form attached hereto as Exhibit A.

Passed, by the City Council of the City of Snoqualmie, Washington, this 26th day of June 2023.

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk

Approved as to form:

David Linehan, Interim City Attorney

Section 00 05 00 AGREEMENT

WRF PHASE 3 IMPROVEMENTS

THIS AGREEMENT is made on this _____, 2023 between the City of Snoqualmie ("City"), a municipal corporation located in the State of Washington and _____, ("Contractor").

In consideration of the terms and conditions contained in this Contract and the requirements attached to it, the parties agree as follows:

1. The Contractor shall do all of the work and furnish all of the labor, materials, tools and equipment for the construction of the improvements and shall perform any changes in the work (the "Work"), all in full compliance with the Contract Documents, which include the following documents entitled: "Water Reclamation Facility Phase 3 Improvements: Bid Proposal, Contract Documents and Specifications, Vol. I of II", and including Appendices A-D to Vol. I, this Agreement (Section 00 05 00), Contractor's executed Bid Schedule (Section 00 03 00), executed Performance and Payment Bond (Section 00 04 20), executed Retainage Forms (Section 00 05 10), Technical Provisions, including those portions of the Washington State Department of Transportation (WSDOT) *Standard Specifications for Road, Bridge and Municipal Construction*, 2023 edition specifically referenced therein, and the documents entitled "Water Reclamation Facility Phase 3 Improvements: Plans, Vol. II of II". All of the foregoing are collectively incorporated by this reference and made a part of the Contract Documents.
2. The City hereby promises and agrees with the Contractor to employ, and does employ the Contractor to furnish the labor, materials, tools and equipment, and to do and cause to be done the above-described Work, and to complete and finish the same in accordance with the said contract documents and the terms and conditions herein contained, and hereby contracts to pay for the same, according to the said documents, including the schedule of estimated quantities, and unit and lump sum prices in the Form of Bid, the sum of \$ _____, subject to the actual quantity of Work performed, at the time and in the manner and upon the conditions provided for in this contract.
3. The Contractor hereby promises and agrees to diligently prosecute and obtain the following Contract Milestones for completion of the project (the "Contract Time") accounting for all requirements and restrictions within Technical Division 1.70 Execution and Closeout Requirements.
 - (a) Substantial Completion shall be met within 460 working days from the date of issuance of the Notice to Proceed.
 - (i) Substantial Completion of Construction Milestone A, as identified within Technical Division 1.72 Scheduling and Sequencing, shall be met within 235 working days from the date of issuance of the Notice to Proceed.
 - (ii) Any project work associated with Construction Milestone B, as identified within Technical Division 1.72 Scheduling and Sequencing, must not occur until Substantial Completion of Construction Milestone A has been issued by the City. The City will issue a Notice to Proceed to begin the Construction Milestone B project work. Substantial Completion of Construction Milestone B, as identified within Technical Division 1.72 Scheduling and Sequencing, shall be met within 80 working days from the date of issuance of the Construction Milestone B Notice to Proceed.

00 05 00 - 39
Agreement

- (iii) Upon the Substantial Completion of Construction Milestone B, as identified within Technical Division 1.72 Scheduling and Sequencing, any project work associated with the oxidation ditches shall be paused in order for the City to start up the biological processes for the first converted basin. This pause of oxidation ditch work shall have a maximum duration of 40 working days to allow the City to adjust the treatment processes and ensure the converted activated sludge basin is fully functional. The details for startup are identified within Technical Division 1.72 Scheduling and Sequencing.
 - (iv) Any project work associated with Construction Milestone C, as identified within Technical Division 1.72 Scheduling and Sequencing, must not occur until Substantial Completion of Construction Milestone B has been issued by the City. The City will issue a Notice to Proceed to begin the Construction Milestone C project work. Substantial Completion of Construction Milestone C, as identified within Technical Division 1.72 Scheduling and Sequencing, shall be met within 80 working days from the date of issuance of the Construction Milestone C Notice to Proceed.
- (b) Physical Completion and Final Acceptance of all project work shall be completed within 40 working days of the Substantial Completion date.
- (c) The Contractor agrees that Liquidated Damages shall be assessed in the amount of \$5,000 (excluding WA state sales tax) per calendar day following any milestone date for any failure to complete the Work within the Contract Time, for any failure to meet a Construction Milestone, and for any failure to achieve Physical Completion and Final Acceptance within the time and as required in the Contract Documents.
- 4. The Contractor for himself, and for his agents, successors, assigns, subcontractors and/or employees, does hereby agree to the full performance of all the covenants herein contained upon the part of the Contractor.
- 5. The City hereby appoints and the Contractor hereby accepts the Parks & Public Works Director, as the City's representative for the purpose of administering the provisions of this Contract, including the City's right to receive and act on all reports and documents related to this Contract, to request and receive additional information from the Contractor.
- 6. This Contract contains terms and conditions agreed upon by the parties. The parties agree that there are no other understandings, oral or otherwise, regarding the subject matter of this Contract.
- 7. The Contractor agrees to comply with all applicable Federal, State, City or municipal standards for the licensing, certification, operation of facilities and programs, and accreditation and licensing of individuals.
- 8. The Contractor shall not assign or subcontract any portion of the work provided for under the terms of this Contract without obtaining prior written approval of the City. All terms and conditions of this Contract shall apply to any approved subcontract or assignment related to this Contract.
- 9. The parties intend that an independent Contractor-City relationship will be created by this Contract. The City is interested only in the results to be achieved, and the implementation of the work will lie solely with the Contractor. No agent, employee, servant, or representative of the Contractor shall be deemed to be an employee, agent, servant, or representative of the City for any purpose. Employees of the Contractor are not entitled to any of the benefits the City provides for City employees. The Contractor will be solely and entirely responsible for its acts

and for the acts of its agents, employees, servants, subcontractors, or otherwise during the performance of this Contract. In the performance of the work herein contemplated, the Contractor is an independent Contractor with regard to the performance of the details of the work; however, the components of and the results of the work contemplated herein must meet the approval of the City and shall be subject to the general rights of inspection and review to secure the satisfactory completion thereof.

10. The Contractor agrees and covenants to indemnify, defend, and save harmless, the City and those persons who were, now are, or shall be duly elected or appointed officials or employees thereof, hereinafter referred to as the "City" against and from any loss, damage, costs, charge, expense, liability, claims, demands or judgments, of whatsoever kind or nature, whether to persons or to property, arising wholly or partially out of any act, action, neglect, omission, or default on the part of the Contractor, his agents, successors, assignees, subcontractors and/or employees, except only such injury or damage as shall have been caused by or resulted from the sole negligence of the City. In case any suit or cause of action shall be brought against the City on account of any act, action, neglect, omission, or default on the part of the Contractor, his agents, successors, assignees, subcontractors and/or employees the Contractor hereby agrees and covenants to assume the defense thereof and to pay any and all costs, charges, attorney's fees and other expenses and any and all judgments that may be incurred or obtained against the City. In the event the City is required to institute legal action and/or participate in the legal action to enforce this Indemnification and Hold Harmless Clause, the Contractor agrees to pay the City's legal fees, costs and disbursements incurred in establishing the right to indemnification. If the claim, suit, or action for injuries, death, or damages as provided for in the preceding paragraphs of this specification is caused by or results from the concurrent negligence of (a) the indemnitee or the indemnitee's agents or employees and (b) the indemnitor or the indemnitor's agents for employees the indemnity provisions provided for in the preceding paragraphs of this specification shall be valid and enforceable only to the extent of the indemnitor's negligence. The Contractor expressly waives, as respects the City only, all immunity and limitation on liability under any Industrial Insurance Act, including Title 51 RCW, or other workers compensation act, disability act, or other employees benefits of any act of any jurisdiction which would otherwise be applicable in the case of such a claim. BY INITIALING BELOW THE OWNER AND CONTRACTOR CERTIFY THE WAIVER OF IMMUNITY SPECIFIED BY THIS PROVISION WAS MUTUALLY NEGOTIATED.
11. This Contract has been and shall be construed as having been made and delivered within the State of Washington, and it is mutually understood and agreed by each party hereto that this Contract shall be governed by the laws of the State of Washington, both as to interpretation and performance. Any action in law, suit and equity or judicial proceedings for the enforcement of this contract or any provisions thereof, shall be instituted and maintained in the courts of competent jurisdiction located in King County, Washington.
12. The failure of the City to insist upon strict performance of any of the covenants and agreements of this Contract or to exercise any option herein conferred in any one or more instances shall not be construed to be a waiver or relinquishment of any such obligation, or any other covenants or agreements, but the same shall be and remain in full force and effect.
13. It is understood and agreed by the parties hereto that if any part of this agreement is determined to be illegal, the validity of the remaining portions shall be construed as if the agreement did not contain the particular illegal part.
14. No change or addition to this Contract shall be valid or binding upon either party unless such change or addition shall be in writing, executed by both parties.

15. The Contractor shall fully comply with all applicable state and federal employment and discrimination laws and regulations. IN WITNESS WHEREOF, the Contractor has executed this instrument, on the day and year first below written and the Mayor has caused this instrument to be executed by and in the name of the said City, the day and year first above written.

IN WITNESS WHEREOF, the Contractor has executed this instrument, on the day and year first below written and the Mayor has caused this instrument to be executed by and in the name of the said City, the day and year first above written.

CITY OF SNOQUALMIE ("CITY")

_____ [CONTRACTOR]

By _____

By _____

Typed Name: Katherine Ross _____

Typed Name _____

Its: Mayor _____

Its _____

Phone: _____

Phone: _____

Fax: _____

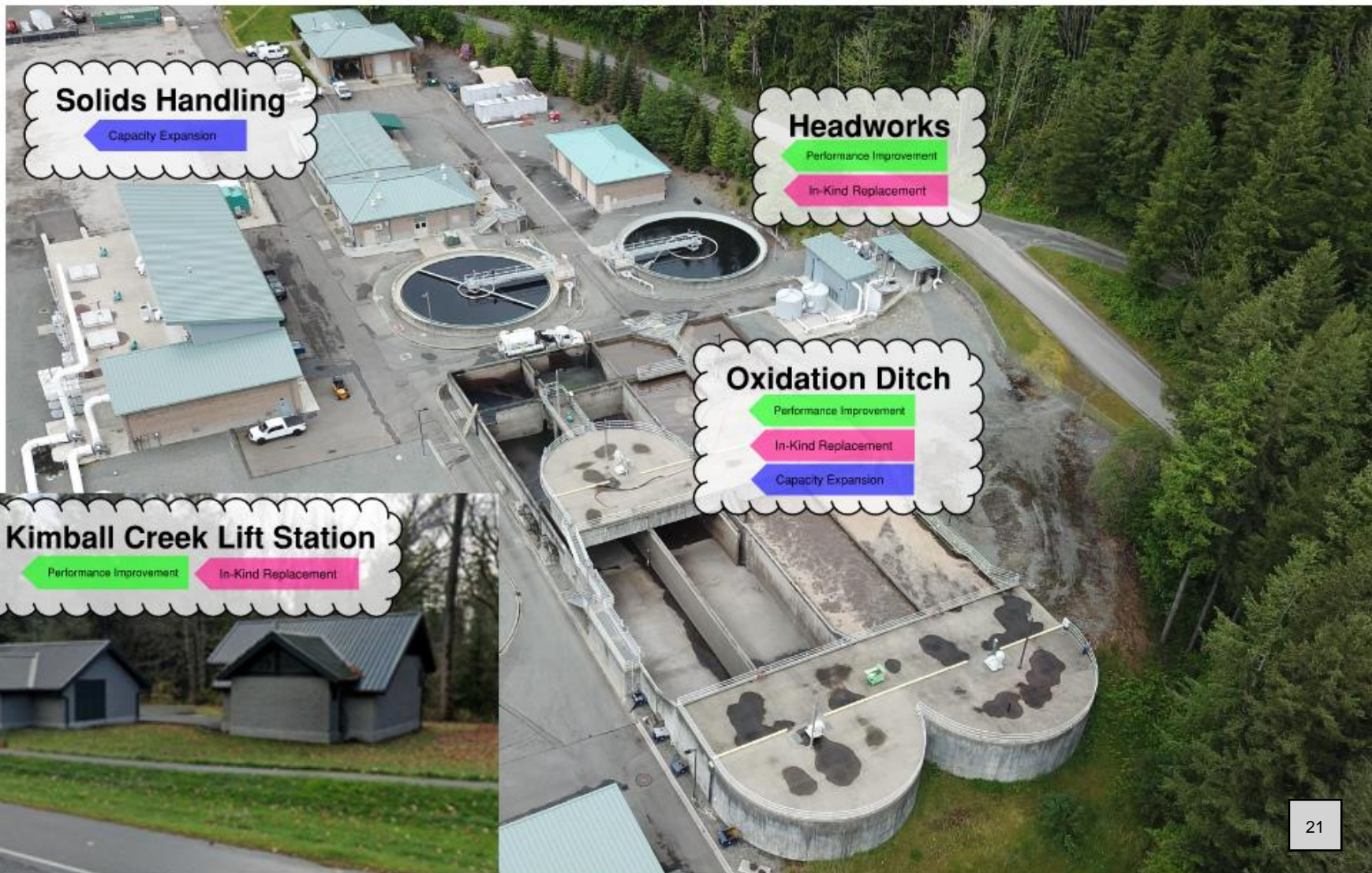
Fax: _____

Date: _____

Date: _____

WA Contractor's License No. _____

Overview of Construction Improvements



City of Snoqualmie
WRF Phase 3 Improvements
Prepared by RH2 Engineering, Inc.
Bid Tabulation

Highlighted cells indicate a discrepancy between the written amount in the bid schedule and the total calculation based on the Bid Items

Where cells are highlighted, there is a difference between the total written in the bid schedule and the total calculated based on the bid items

Bid Date May 25, 2023

| Bid Item No. | Bid Item Description | Unit | Quantity | Engineer's Estimate | | Prospect | | Stellar J | | McClure and Sons | | Average | |
|---|---|------|----------|---------------------|----------------|----------------|-----------------|----------------|-----------------|------------------|-----------------|----------------|-----------------|
| | | | | Unit Cost | Total Price | Unit Cost | Total Price | Unit Cost | Total Price | Unit Cost | Total Price | Unit Cost | Total Price |
| A - 1 | Mobilization, Demobilization, Site Prep. and Clean Up (10% Max. of Total) | LS | 1 | \$789,000.00 | \$789,000.00 | \$100,000.00 | \$100,000.00 | \$750,000.00 | \$750,000.00 | \$550,000.00 | \$550,000.00 | \$466,666.67 | \$466,666.67 |
| A - 2 | Excavation Safety and Shoring | LS | 1 | \$5,000.00 | \$5,000.00 | \$1,000.00 | \$1,000.00 | \$5,000.00 | \$5,000.00 | \$25,000.00 | \$25,000.00 | \$10,333.33 | \$10,333.33 |
| A - 3 | Temporary Erosion and Sedimentation Control (TESC) | LS | 1 | \$20,000.00 | \$20,000.00 | \$20,000.00 | \$20,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$13,333.33 | \$13,333.33 |
| A - 4 | Site Work and Utilities | LS | 1 | \$204,000.00 | \$204,000.00 | \$300,000.00 | \$300,000.00 | \$450,000.00 | \$450,000.00 | \$350,000.00 | \$350,000.00 | \$366,666.67 | \$366,666.67 |
| A - 5 | Utility Potholing | EA | 25 | \$1,200.00 | \$30,000.00 | \$550.00 | \$13,750.00 | \$500.00 | \$12,500.00 | \$1,100.00 | \$1,100.00 | \$716.67 | \$17,916.67 |
| A - 6 | Unscheduled Excavation | CY | 100 | \$50.00 | \$5,000.00 | \$51.00 | \$5,100.00 | \$55.00 | \$5,500.00 | \$130.00 | \$13,000.00 | \$78.67 | \$7,866.67 |
| A - 7 | Unscheduled Backfill | TON | 55 | \$36.36 | \$2,000.00 | \$145.00 | \$7,975.00 | \$30.00 | \$1,650.00 | \$100.00 | \$5,500.00 | \$91.67 | \$5,041.67 |
| A - 8 | Sludge Removal and Disposal | GAL | 10,000 | \$8.00 | \$80,000.00 | \$1.00 | \$10,000.00 | \$1.00 | \$10,000.00 | \$19.00 | \$190,000.00 | \$7.00 | \$70,000.00 |
| A - 9 | Structural: Activated Sludge Basins | LS | 1 | \$998,000.00 | \$998,000.00 | \$1,500,000.00 | \$1,500,000.00 | \$2,550,000.00 | \$2,550,000.00 | \$1,400,000.00 | \$1,400,000.00 | \$1,816,666.67 | \$1,816,666.67 |
| A - 10 | Structural: Blower Building | LS | 1 | \$721,000.00 | \$721,000.00 | \$700,000.00 | \$700,000.00 | \$420,000.00 | \$420,000.00 | \$400,000.00 | \$400,000.00 | \$506,666.67 | \$506,666.67 |
| A - 11 | Mechanical: Activated Sludge Basins | LS | 1 | \$2,544,000.00 | \$2,544,000.00 | \$3,179,125.00 | \$3,179,125.00 | \$2,300,000.00 | \$2,300,000.00 | \$3,200,000.00 | \$3,200,000.00 | \$2,893,041.67 | \$2,893,041.67 |
| A - 12 | Mechanical: Blower Building | LS | 1 | \$992,000.00 | \$992,000.00 | \$500,000.00 | \$500,000.00 | \$600,000.00 | \$600,000.00 | \$700,000.00 | \$700,000.00 | \$600,000.00 | \$600,000.00 |
| A - 13 | Mechanical: Headworks Screen System Improvements | LS | 1 | \$90,000.00 | \$90,000.00 | \$10,000.00 | \$10,000.00 | \$50,000.00 | \$50,000.00 | \$100,000.00 | \$100,000.00 | \$53,333.33 | \$53,333.33 |
| A - 14 | Mechanical: Solids Handling System Improvements | LF | 1 | \$779,000.00 | \$779,000.00 | \$600,000.00 | \$600,000.00 | \$550,000.00 | \$550,000.00 | \$650,000.00 | \$650,000.00 | \$600,000.00 | \$600,000.00 |
| A - 15 | Electrical | LS | 1 | \$957,000.00 | \$957,000.00 | \$1,800,000.00 | \$1,800,000.00 | \$1,900,000.00 | \$1,900,000.00 | \$1,939,376.00 | \$1,939,376.00 | \$1,879,792.00 | \$1,879,792.00 |
| A - 16 | Telemetry and Automatic Control | LS | 1 | \$297,000.00 | \$297,000.00 | \$920,000.00 | \$920,000.00 | \$1,000,000.00 | \$1,000,000.00 | \$1,000,000.00 | \$1,000,000.00 | \$973,333.33 | \$973,333.33 |
| A - 17 | As-Builts | LS | 1 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 | \$10,000.00 |
| A - 18 | Testing and Startup | LS | 1 | \$50,000.00 | \$50,000.00 | \$50,000.00 | \$50,000.00 | \$50,000.00 | \$50,000.00 | \$50,000.00 | \$50,000.00 | \$50,000.00 | \$50,000.00 |
| A - 19 | Minor Change | LS | 1 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 | \$100,000.00 |
| Subtotal Probable Construction Cost | | | | | \$8,673,000.00 | | \$9,826,950.00 | | \$10,774,650.00 | | \$10,693,976.00 | | \$10,440,658.67 |
| Sales Tax - 8.9% | | | | | \$772,000.00 | | \$875,000.00 | | \$959,000.00 | | \$952,000.00 | | \$930,000.00 |
| Total Probable Construction Cost - Schedule A | | | | | \$9,445,000.00 | | \$10,701,950.00 | | \$11,733,650.00 | | \$11,645,976.00 | | \$11,370,658.67 |

Provided \$9,826,950.00 Provided \$10,774,650.00 Provided \$10,720,376.00
Bid item A-5 total price was calculated incorrectly from the unit cost.

| Bid Item No. | Bid Item Description | Unit | Quantity | Engineer's Estimate | | Prospect | | Stellar J | | McClure and Sons | | Average | |
|---|--|------|----------|---------------------|--------------|--------------|--------------|--------------|--------------|------------------|--------------|--------------|--------------|
| | | | | Unit Cost | Total Price | Unit Cost | Total Price | Unit Cost | Total Price | Unit Cost | Total Price | Unit Cost | Total Price |
| B - 1 | Site Security Improvements | LS | 1 | \$200,000.00 | \$200,000.00 | \$72,000.00 | \$72,000.00 | \$70,000.00 | \$70,000.00 | \$127,500.00 | \$127,500.00 | \$89,833.33 | \$89,833.33 |
| B - 2 | Mechanical: Headworks Grit System Improvements | LS | 1 | \$343,000.00 | \$343,000.00 | \$275,000.00 | \$275,000.00 | \$255,000.00 | \$255,000.00 | \$311,000.00 | \$311,000.00 | \$280,333.33 | \$280,333.33 |
| Subtotal Probable Construction Cost | | | | | \$543,000.00 | | \$347,000.00 | | \$325,000.00 | | \$438,500.00 | | \$370,166.67 |
| Sales Tax - 8.9% | | | | | \$49,000.00 | | \$31,000.00 | | \$29,000.00 | | \$40,000.00 | | \$33,000.00 |
| Total Probable Construction Cost - Schedule B | | | | | \$592,000.00 | | \$378,000.00 | | \$354,000.00 | | \$478,500.00 | | \$403,166.67 |

Provided \$347,000.00 Provided \$325,000.00 Provided \$438,500.00

| | | | | | | | | | | | | | |
|---|--|--|--|--|-----------------|--|-----------------|--|-----------------|--|-----------------|--|-----------------|
| TOTAL PROBABLE CONSTRUCTION COST - SCHEDULE A & B (w/o Sales Tax) | | | | | \$9,216,000.00 | | \$10,173,950.00 | | \$11,099,650.00 | | \$11,132,476.00 | | \$10,810,825.33 |
| | | | | | | | | | | | | | |
| | | | | | | | | | | | | | |
| TOTAL PROBABLE CONSTRUCTION COST - SCHEDULE A & B (w/ Sales Tax) | | | | | \$10,037,000.00 | | \$11,079,950.00 | | \$12,087,650.00 | | \$12,124,476.00 | | \$11,773,825.33 |



Signed:
5/25/2023



June 2, 2023

Mr. Andrew Vining
Project Manager
City of Snoqualmie
PO Box 987
Snoqualmie, WA 98065

Sent via: Email and US Mail

Subject: Evaluation of Bids and Recommendation of Award
City of Snoqualmie WRF Phase 3 Improvements

Dear Mr. Vining:

This letter presents RH2 Engineering, Inc.'s (RH2) recommendation of award and summarizes RH2's review of the three bids received on May 25, 2023, at 11:00 a.m. for the City of Snoqualmie's (City) Water Reclamation Facility (WRF) Phase 3 Improvements project.

Prospect Construction, Inc., (Prospect) submitted the lowest bid for Schedule A and the lowest combined bid for Schedules A and B. Prospect's bid total for Schedule A was \$9,826,950.00, and its combined bid total for both Schedule A and Schedule B was \$10,173,950.00 (both excluding State Sales Tax). All required bid forms have been completed by Prospect and submitted on time, and their bid has been determined to be responsive.

Prospect's bid for Schedule A and Schedule B was approximately 10 percent above RH2's opinion of probable construction cost (OPCC) of \$9,216,000.00 (excluding State Sales tax). The three bids received for both schedules combined (excluding State Sales tax) for this project are as follows. A copy of the bid tabulation is attached.

| | |
|-----------------------------|------------------|
| Prospect Construction, Inc. | \$ 10,173,950.00 |
| McClure and Sons, Inc. | \$ 11,099,650.00 |
| Stellar J Corporation | \$ 11,158,876.00 |

Per the Information to Bidders, the proposal is evaluated on the following items:

1. Contractor qualifications;
2. Subcontractor qualifications;
3. Bid price; and
4. Compliance with the specifications.

WASHINGTON
LOCATIONS

Bellingham
Bothell (Corporate)
East Wenatchee
Issaquah
Richland
Tacoma

OREGON
LOCATIONS

Medford
Portland

IDAHO
LOCATIONS

Nampa

To evaluate responsibility, the lowest bidder was required to submit their Bidder Qualification criteria per the requirements of Section 00 04 00 within 48 hours of the bid opening. RH2 has evaluated Prospect's qualifications submittal and checked their references. The contractor evaluation forms for each reference that was contacted, and Prospect's Contract Documents are attached. Prospect is headquartered in Puyallup, Washington, and is regularly engaged in contracting for public agencies to complete water and wastewater treatment projects. Both the qualifications packet and the references are acceptable to the City's requirement for responsibility. Therefore, RH2 has determined that Prospect has the required qualifications to perform the work.

Based on the contract language and requirements, RH2 considers Prospect's proposal to comply with the contract requirements and recommends award of the WRF Phase 3 Improvements project for both Schedule A and Schedule B to Prospect Construction, Inc., for \$10,173,950.00 (excluding State Sales Tax).

If you have any questions or concerns regarding this recommendation, please feel free to contact me at (425) 951-5456.

Sincerely,

RH2 ENGINEERING, INC.



Barney Santiago, PE
Project Engineer

BS/SW/sp/ms



Enclosures: Bid Tabulation
References for Prospect Construction, Inc.
Contract Documents and Attachments



SEWER CAPITAL PROJECT OR PROGRAM

WATER RECLAMATION FACILITY IMPROVEMENTS - PHASE 3

CIP Project ID: TBD
 Department: Sewer
 Project Status: Design
 Project Location: 34190 SE Mill Pond Road
 Project Contact: Jeff Hamlin

Previously Spent: \$532,217
 Current Project Budget: \$15,262,217
 Original Budget at CIP Inception: \$12,577,470
 Contact Email: jhamlin@snoqualmiewa.gov

Years Project in CIP: 1

Project Description:

This project will convert two existing oxidation ditches into plug flow reactors (i.e., activated sludge basins), upgrade the Kimball Creek Lift Station, replace and outfit one of the clarifiers with necessary components upgrades, and install a new grit removal system.

Photo or Map:



Community Impact:

The intent of this project is to increase the capacity of the biological treatment process for handling current and projected flow and loading conditions, reduce excessive flow cycling and spikes, replace drive units nearing the end of their expected service life, and replace a rapidly deteriorating grit removal system.

Operating Impact:

This project is not expected to impact the operating budget.

Budget:

| Project Activities | % of Budg. | Total Activity Budget | Previously Spent | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 or Beyond |
|--------------------|-------------|-----------------------|-------------------|---------------------|----------------------|---------------------|-------------|-------------|-------------|----------------|
| Analysis | 0% | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Design | 5% | \$ 767,217 | \$ 532,217 | \$ 235,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction | 65% | \$ 9,926,461 | \$ - | \$ 1,749,342 | \$ 7,245,647 | \$ 931,472 | \$ - | \$ - | \$ - | \$ - |
| Const. Manage | 10% | \$ 1,488,969 | \$ - | \$ 262,401 | \$ 1,086,847 | \$ 139,721 | \$ - | \$ - | \$ - | \$ - |
| Contingency | 13% | \$ 1,985,292 | \$ - | \$ 349,868 | \$ 1,449,129 | \$ 186,294 | \$ - | \$ - | \$ - | \$ - |
| Art | 0% | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Labor | 4% | \$ 597,954 | \$ - | \$ 120,921 | \$ 408,094 | \$ 68,939 | \$ - | \$ - | \$ - | \$ - |
| Other | 3% | \$ 496,323 | \$ - | \$ 87,467 | \$ 362,282 | \$ 46,574 | \$ - | \$ - | \$ - | \$ - |
| TOTAL | 100% | \$ 15,262,217 | \$ 532,217 | \$ 2,805,000 | \$ 10,552,000 | \$ 1,373,000 | \$ - | \$ - | \$ - | \$ - |
| Operating | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |

TOTAL PROJECT BUDGET: \$15,262,217

TOTAL OPERATING BUDGET: \$0

Anticipated Funding Mix:

| Source | Total Sources | Previously Allocated | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
|--|----------------------|----------------------|---------------------|----------------------|---------------------|-------------|-------------|-------------|
| Utility Fees ("Rates") | \$ 1,634,813 | \$ 532,217 | \$ - | \$ 1,102,596 | \$ - | \$ - | \$ - | \$ - |
| Gen. Fac. Charges (GFC) | \$ 9,807,800 | \$ - | \$ 2,018,032 | \$ 6,801,976 | \$ 987,792 | \$ - | \$ - | \$ - |
| Contribution in Aid of Construction (CIAC) | \$ 3,819,604 | \$ - | \$ 786,968 | \$ 2,647,428 | \$ 385,208 | \$ - | \$ - | \$ - |
| TOTAL | \$ 15,262,217 | \$ 532,217 | \$ 2,805,000 | \$ 10,552,000 | \$ 1,373,000 | \$ - | \$ - | \$ - |

Fiscal

This project covers F1, F5, F8, and WW1 in the General Sewer Plan.

TOTAL FUNDING SOURCES: \$15,262,217

Notes:

FUTURE FUNDING REQUIREMENTS: \$0



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-083
June 26, 2023
Committee Report

Item 4.

AGENDA BILL INFORMATION

| | | |
|-------------------------|---|---|
| TITLE: | AB23-083: Awarding the 2023 Urban Forestry Improvements | <input type="checkbox"/> Discussion Only |
| PROPOSED ACTION: | Adopt Resolution No. 1654 awarding the 2023 Urban Forestry Improvements to RRJ Company, LLC | <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution |

| | | | |
|----------------|---------------------|----------------|-----------|
| REVIEW: | Department Director | Jeff Hamlin | 6/13/2023 |
| | Finance | Janna Walker | 6/6/2023 |
| | Legal | David Linehan | 6/15/2023 |
| | City Administrator | Mike Chambless | 6/13/2023 |

| | | | |
|--------------------|---|--------------------------------------|------------|
| DEPARTMENT: | Parks & Public Works | | |
| STAFF: | Phil Bennett, Stormwater & Urban Forestry Superintendent & Andrew Vining, Project Engineer | | |
| COMMITTEE: | Parks & Public Works | COMMITTEE DATE: June 21, 2023 | |
| MEMBERS: | Ethan Benson | Bryan Holloway | Jo Johnson |
| EXHIBITS: | 1. Resolution No. 1654 2. Map of 2023 Urban Forestry Improvements 3. Bid Tabulation: Urban Forestry Improvements 4. CIP Excerpt: Urban Forestry Improvements | | |

AMOUNT OF EXPENDITURE \$ 465,037

AMOUNT BUDGETED \$ 658,000

APPROPRIATION REQUESTED \$ 0

SUMMARY

INTRODUCTION

This agenda bill seeks to adopt of Resolution 1654 awarding the 2023 Urban Forestry Improvement construction contract to RRJ Company, LLC. The 2023 Urban Forestry Improvements will replace street trees and sub-standard soils in the planter strips along Autumn Avenue and locations damaged during winter storms.

LEGISLATIVE HISTORY

On June 12, 2023 Ordinance 1277 was adopted amending the 2023-024 Biennial Budget to include an appropriation of \$210,000 to the Utilities Capital Fund (#417) for repair of damage caused by the multiple storms which occurred during the winter.

BACKGROUND

The Snoqualmie Ridge I (SR I) development had inadequate standards for landscape and street tree installation. SR 1 contains 86 streets, and all of the planting strips on these streets have sub-standard soils and planting conditions. The Urban Forestry Improvement Program ("Program") was designed to address the underlying site conditions along entire streets or street segments in SR I, bringing them up to current SR II landscape standards. In order to objectively decide which street trees should be replaced first, staff designed a scoring criterion and entire streets and street segments within SR 1 were scored according to these criteria. Autumn Avenue received the highest scoring and the 2023 Urban Forestry Improvements will replace 77 street trees and tree sites along Autumn. In addition, to respond to the 2022-2023 winter storm damage 46 street trees and tree sites along Pratt, O'Neil, and other locations within SR I will also receive improvements. These improvements will include replacement of sub-standard soils within landscape strips with new topsoil to a depth of 30 inches, drainage and root barrier installation.

The 2023 Urban Forestry Improvements were advertised to bidders on May 5th, 2023. Six bids were received, and the lowest bid was from RRJ Company, LLC (RRJ) for \$465,037 including tax. City staff determined RRJ to be the lowest responsive and responsible bidder. Construction is expected occur summer 2023 and new trees will be planted in the fall.

ANALYSIS

The 2023 Urban Forestry Improvements will replace street trees and sub-standard soils in the landscaping strips along Autumn Avenue and tree locations damaged during winter storms. The lowest bid received was \$465,037 which is 25 percent below the engineers estimate of \$583,541. The project is currently on schedule for construction in summer 2023 to allow for tree planting and site restoration in the fall. City Staff have reviewed the bids and recommended awarding the 2023 Urban Forestry Improvements to RRJ Company, LLC.

BUDGET IMPACTS

Administration recommends approving a contract with RRJ Company, LLC in the amount of \$465,037 to replace street trees and soil in planter strips along Autumn Avenue and other locations that incurred storm damage. This project is part of the Urban Forestry Improvement Program and is incorporated in the 2023-2028 Capital Improvement Plan (CIP) (See Exhibit #4). The 2023-24 amended Budget, including Ordinance 1277 referenced in the Legislative History section above, appropriates \$658,000 for this and other similar work through the Urban Forestry Improvement Program. Currently, \$2,182 has been spent in the current biennium and \$19,420 is encumbered for contracts within the Urban Forestry Improvement program. With the addition of the RRJ Company, LLC contract, the remaining Biennial Budget appropriation is \$171,361. Therefore, sufficient appropriation exists within the 2023-2024 Biennial Budget (Utilities Capital Fund #417) to fund the contract.

Urban Forestry Improvement Program

| | 2023-2024 Biennial Budget | |
|---|---------------------------|-----------|
| Amended Budget | \$ | 658,000 |
| Expenditures | \$ | (2,182) |
| Outstanding Contract Value (Previously Approved) | \$ | (19,420) |
| Current Available Budget | \$ | 636,398 |
| Value of this Contract (AB23-077) | \$ | (465,037) |
| Available Budget after AB23-077 | \$ | 171,361 |

NEXT STEPS

Following Council approval staff will work with the Mayor to execute the final contract agreement with RRJ Company, LLC. Following contract execution City staff will schedule a community meeting to inform residents about the program, construction impacts, and answer questions. The contractor is expected to begin site construction during mid-summer 2023. The new trees will be planted during fall 2023 following site restoration. new treatment process will begin startup during winter 2024 and construction completion is expected during summer 2025.

PROPOSED ACTION

Move to adopt Resolution No. 1654 awarding the 2023 Urban Forestry Improvements to RRJ Company, LLC and authorize the Mayor to sign.

RESOLUTION NO. 1654**A RESOLUTION OF THE CITY COUNCIL OF CITY OF SNOQUALMIE, WASHINGTON DETERMINING THE LOWEST RESPONSIBLE, RESPONSIVE BIDDER, AWARDING A PUBLIC WORKS CONTRACT TO AND AUTHORIZING EXECUTION OF A PUBLIC WORKS CONTRACT WITH RRJ COMPANY, LLC FOR 2023 URBAN FORESTRY IMPROVEMENTS.**

WHEREAS, pursuant to Ordinance No. 448 as codified in Snoqualmie Municipal Code Section 1.08.010, the City of Snoqualmie has adopted the classification of non-charter code city, retaining the mayor-council plan of government as provided for in Chapter 35A.12 RCW; and

WHEREAS, pursuant to RCW 35A.40.210, procedures for any public work or improvement for code cities shall be governed by RCW 35.23.352; and

WHEREAS, on May 5, 2023, the City advertised the 2023 Urban Forestry Improvements Project (“the Project”) for bid, three responsive bids were received, and the lowest responsive bid, was from RRJ Company, LLC for \$465,037 including tax; and

WHEREAS, the City’s consultant team has checked references and otherwise determined that RRJ Company, LLC meets the mandatory bidder responsibility criteria established under RCW 39.04.350 and 39.06.020, and the supplemental bidder responsibility criteria in Section 00 04 00 of the contract documents; and

WHEREAS, City Staff and the Parks and Public Works Director recommend award of this contract to RRJ Company, LLC as the lowest responsive, responsible bidder;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNOQUALMIE AS FOLLOWS:

Section 1. Determination of Lowest Responsive, Responsible Bidder. Based on the foregoing recitals, which are hereby incorporated as findings of fact, RRJ Company, LLC is the lowest, responsive, responsible bidder for the Project.

Section 2. Award of Public Works Contract. The contract for the Project is hereby awarded to RRJ Company, LLC in accordance with its bid proposal.

Section 3. Authorization for Contract Execution. The Mayor is authorized to execute a contract with RRJ Company, LLC in substantially the form attached hereto as Exhibit A.

Passed, by the City Council of the City of Snoqualmie, Washington, this 26th day of June 2023.

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk

Approved as to form:

David Linehan, Interim City Attorney

Section 00 05 00

AGREEMENT

2023 Urban Forestry Improvements

THIS AGREEMENT is made on this _____, 2023 between the City of Snoqualmie ("City"), a municipal corporation located in the State of Washington and **RRJ Company, LLC**, ("Contractor").

In consideration of the terms and conditions contained in this Contract and the requirements attached to it, the parties agree as follows:

1. The Contractor shall do all of the work and furnish all of the labor, materials, tools and equipment for the construction of the improvements and shall perform any changes in the work (the "Work"), all in full compliance with the contract documents entitled 2023 Urban Forestry Improvements, which include this Agreement (Section 00 05 00); Contractor's executed Form of Bid and Bid Schedule (Section 00 03 00), executed Performance and Payment Bond (Section 00 04 20), executed Retainage Forms (Section 00 05 10); General Terms and Conditions (00 07 00), those portions of the Washington State Department of Transportation (WSDOT) Standard Specifications for Road, Bridge and Municipal Construction, 2023 edition specifically incorporated by reference and/or modified herein, Technical Provisions, Appendices A & B, Addenda **1-2**, and "2023 Urban Forestry Improvements Construction Drawings" (Plans). All of the foregoing are collectively incorporated by this reference and made part of the Contract Documents.
2. The City hereby promises and agrees with the Contractor to employ, and does employ the Contractor to furnish the labor, materials, tools and equipment, and to do and cause to be done the above-described Work, and to complete and finish the same in accordance with the said contract documents and the terms and conditions herein contained, and hereby contracts to pay for the same, according to the said documents, including the schedule of estimated quantities, and unit and lump sum prices in the Form of Bid, the sum of \$ **465,037.00**, subject to the actual quantity of Work performed, at the time and in the manner and upon the conditions provided for in this contract.
3. The Contractor hereby promises and agrees to diligently prosecute and obtain Substantial Completion of the Work within 60 working days (the "Contract Time"), and to obtain Physical Completion and Final Acceptance of the Work within the time and as specified in the Contract Documents. The Contractor agrees that Liquidated Damages shall be assessed in the amount of \$1,000 per day for any failure to complete the Work within the Contract Time, for any failure to meet a Contract Milestone, and for any failure to achieve Physical Completion and Final Acceptance within the time and as required in the Contract Documents.
4. The Contractor for himself, and for his agents, successors, assigns, subcontractors and/or employees, does hereby agree to the full performance of all the covenants herein contained upon the part of the Contractor.
5. The City hereby appoints and the Contractor hereby accepts the Parks & Public Works Director, as the City's representative for the purpose of administering the provisions of this Contract, including the City's right to receive and act on all reports and documents related to this Contract, to request and receive additional information from the Contractor.

6. This Contract contains terms and conditions agreed upon by the parties. The parties agree that there are no other understandings, oral or otherwise, regarding the subject matter of this Contract.
7. The Contractor agrees to comply with all applicable Federal, State, City or municipal standards for the licensing, certification, operation of facilities and programs, and accreditation and licensing of individuals.
8. The Contractor shall not assign or subcontract any portion of the work provided for under the terms of this Contract without obtaining prior written approval of the City. All terms and conditions of this Contract shall apply to any approved subcontract or assignment related to this Contract.
9. The parties intend that an independent Contractor-City relationship will be created by this Contract. The City is interested only in the results to be achieved, and the implementation of the work will lie solely with the Contractor. No agent, employee, servant, or representative of the Contractor shall be deemed to be an employee, agent, servant, or representative of the City for any purpose. Employees of the Contractor are not entitled to any of the benefits the City provides for City employees. The Contractor will be solely and entirely responsible for its acts and for the acts of its agents, employees, servants, subcontractors, or otherwise during the performance of this Contract. In the performance of the work herein contemplated, the Contractor is an independent Contractor with regard to the performance of the details of the work; however, the components of and the results of the work contemplated herein must meet the approval of the City and shall be subject to the general rights of inspection and review to secure the satisfactory completion thereof.
10. The Contractor agrees and covenants to indemnify, defend, and save harmless, the City and those persons who were, now are, or shall be duly elected or appointed officials or employees thereof, hereinafter referred to as the "City" against and from any loss, damage, costs, charge, expense, liability, claims, demands or judgments, of whatsoever kind or nature, whether to persons or to property, arising wholly or partially out of any act, action, neglect, omission, or default on the part of the Contractor, his agents, successors, assignees, subcontractors and/or employees, except only such injury or damage as shall have been caused by or resulted from the sole negligence of the City. In case any suit or cause of action shall be brought against the City on account of any act, action, neglect, omission, or default on the part of the Contractor, his agents, successors, assignees, subcontractors and/or employees the Contractor hereby agrees and covenants to assume the defense thereof and to pay any and all costs, charges, attorney's fees and other expenses and any and all judgments that may be incurred or obtained against the City. In the event the City is required to institute legal action and/or participate in the legal action to enforce this Indemnification and Hold Harmless Clause, the Contractor agrees to pay the City's legal fees, costs and disbursements incurred in establishing the right to indemnification. If the claim, suit, or action for injuries, death, or damages as provided for in the preceding paragraphs of this specification is caused by or results from the concurrent negligence of (a) the indemnitee or the indemnitee's agents or employees and (b) the indemnitor or the indemnitor's agents for employees the indemnity provisions provided for in the preceding paragraphs of this specification shall be valid and enforceable only to the extent of the indemnitor's negligence. The Contractor expressly waives, as respects the City only, all immunity and limitation on liability under any Industrial Insurance Act, including Title 51 RCW, or other workers compensation act, disability act, or other employees benefits of any act of any jurisdiction which would otherwise be applicable in the case of such a claim. BY INITIALING BELOW THE OWNER AND CONTRACTOR CERTIFY THE WAIVER OF IMMUNITY SPECIFIED BY THIS PROVISION WAS MUTUALLY NEGOTIATED.

11. This Contract has been and shall be construed as having been made and delivered within the State of Washington, and it is mutually understood and agreed by each party hereto that this Contract shall be governed by the laws of the State of Washington, both as to interpretation and performance. Any action in law, suit and equity or judicial proceedings for the enforcement of this contract or any provisions thereof, shall be instituted and maintained in the courts of competent jurisdiction located in King County, Washington.
12. The failure of the City to insist upon strict performance of any of the covenants and agreements of this Contract or to exercise any option herein conferred in any one or more instances shall not be construed to be a waiver or relinquishment of any such obligation, or any other covenants or agreements, but the same shall be and remain in full force and effect.
13. It is understood and agreed by the parties hereto that if any part of this agreement is determined to be illegal, the validity of the remaining portions shall be construed as if the agreement did not contain the particular illegal part.
14. No change or addition to this Contract shall be valid or binding upon either party unless such change or addition shall be in writing, executed by both parties.
15. The Contractor shall fully comply with all applicable state and federal employment and discrimination laws and regulations. IN WITNESS WHEREOF, the Contractor has executed this instrument, on the day and year first below written and the Mayor has caused this instrument to be executed by and in the name of the said City, the day and year first above written.

IN WITNESS WHEREOF, the Contractor has executed this instrument, on the day and year first below written and the Mayor has caused this instrument to be executed by and in the name of the said City, the day and year first above written.

CITY OF SNOQUALMIE ("CITY")

By _____

Typed Name: Katherine Ross _____

Its: Mayor _____

Phone: _____

Fax: _____

Date: _____

_____[CONTRACTOR]

By _____

Typed Name _____

Its _____

Phone: _____

Fax: _____

Date: _____

WA Contractor's License No. _____

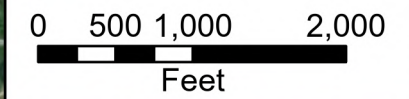
City of Snoqualmie
2023 Urban Forestry Improvement

Item 4.

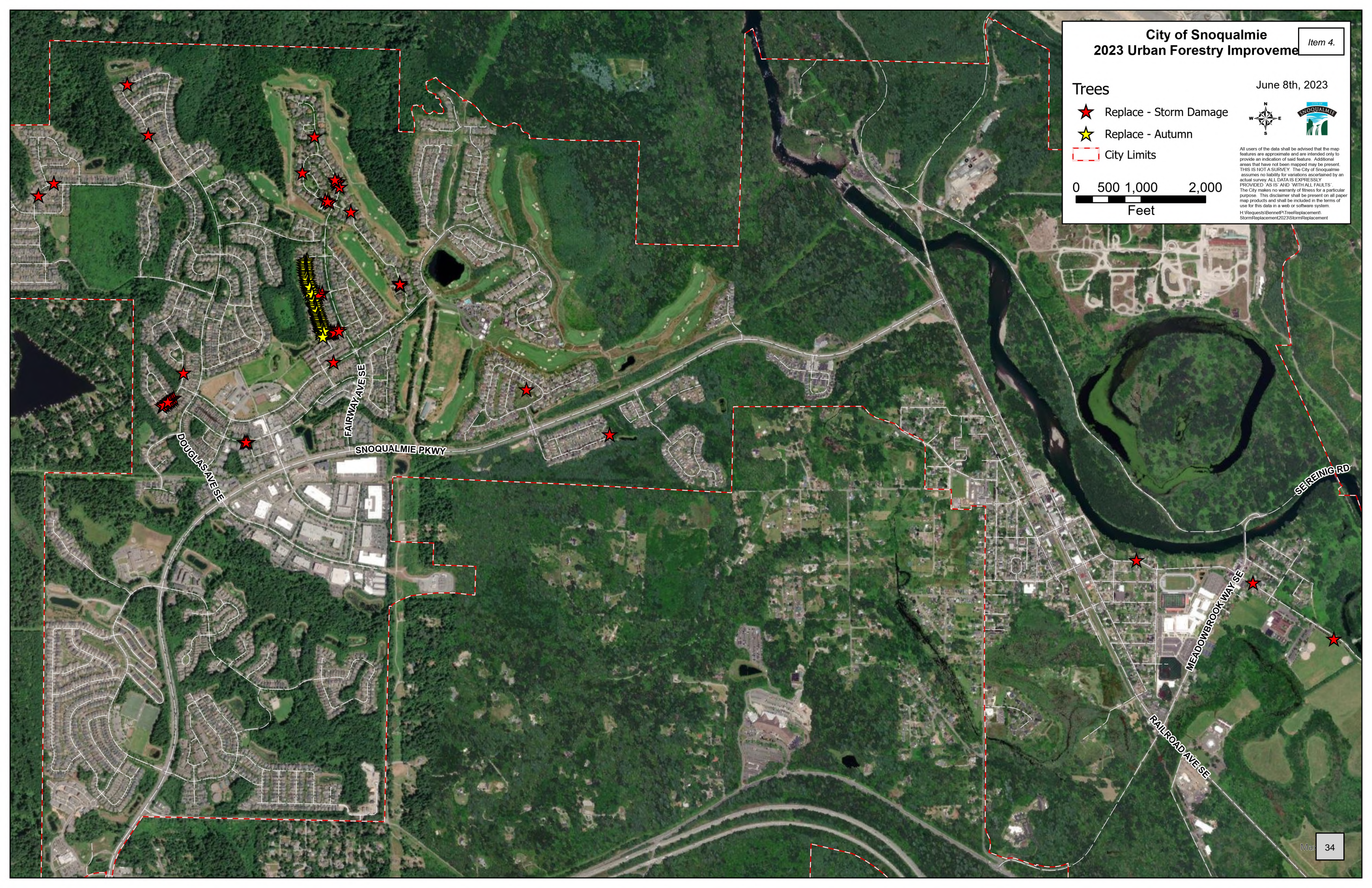
June 8th, 2023

Trees

- ★ Replace - Storm Damage
- ★ Replace - Autumn
- City Limits



All users of the data shall be advised that the map features are approximate and are intended only to provide an indication of said feature. Additional areas that have not been mapped may be present. THIS IS NOT A SURVEY. The City of Snoqualmie assumes no liability for variations ascertained by an actual survey. ALL DATA IS EXPRESSLY PROVIDED "AS IS" AND "WITH ALL FAULTS". The City makes no warranty of fitness for a particular purpose. This disclaimer shall be present on all paper map products and shall be included in the terms of use for this data in a web or software system.
H:\Requests\BenneP\TreeReplacement\StormReplacement2023\StormReplacement



2023 Urban Forestry Improvements

Bid Tabulation
5/24/2023

| | | | | Engineer's Estimate | | RRJ Company, LLC | | SASCON, LLC | | Northwest Cascade, Inc. | | Fury Site Works Inc. | | A-1 Landscaping and Construction, Inc. | | McCann Construction Enterprises, Inc. | |
|-----------------------|--------------------------------------|------------|----------|---------------------|------------|------------------|------------|-------------|------------|-------------------------|------------|----------------------|------------|--|------------|---------------------------------------|------------|
| Bid Item | Description | Matl Units | Quantity | Unit Price | Total Cost | Unit Price | Total Cost | Unit Price | Total Cost | Unit Price | Total Cost | Unit Price | Total Cost | Unit Price | Total Cost | Unit Price | Total Cost |
| 1-1 | Mobilization | LS | 1 | \$ 35,000 | \$ 35,000 | \$ 7,022 | \$ 7,022 | \$ 29,000 | \$ 29,000 | \$ 38,750 | \$ 38,750 | \$ 17,522 | \$ 17,522 | \$ 54,780 | \$ 54,780 | \$ 45,000 | \$ 45,000 |
| 1-2 | Project Temporary Traffic Control | LS | 1 | \$ 20,000 | \$ 20,000 | \$ 43,912 | \$ 43,912 | \$ 10,000 | \$ 10,000 | \$ 113,250 | \$ 113,250 | \$ 12,168 | \$ 12,168 | \$ 56,450 | \$ 56,450 | \$ 65,000 | \$ 65,000 |
| 1-3 | Erosion/ Water Pollution Control | LS | 1 | \$ 7,500 | \$ 7,500 | \$ 1,241 | \$ 1,241 | \$ 11,000 | \$ 11,000 | \$ 17,650 | \$ 17,650 | \$ 6,966 | \$ 6,966 | \$ 12,470 | \$ 12,470 | \$ 12,500 | \$ 12,500 |
| 1-4 | Utility Potholing | EA | 60 | \$ 350 | \$ 21,000 | \$ 608 | \$ 36,492 | \$ 450 | \$ 27,000 | \$ 335 | \$ 20,100 | \$ 528 | \$ 31,656 | \$ 800 | \$ 48,000 | \$ 25 | \$ 1,500 |
| 1-5 | Street Sign Replacement | EA | 10 | \$ 600 | \$ 6,000 | \$ 628 | \$ 6,282 | \$ 550 | \$ 5,500 | \$ 470 | \$ 4,700 | \$ 826 | \$ 8,256 | \$ 450 | \$ 4,500 | \$ 500 | \$ 5,000 |
| 1-6 | Root Removal | EA | 45 | \$ 500 | \$ 22,500 | \$ 176 | \$ 7,910 | \$ 300 | \$ 13,500 | \$ 160 | \$ 7,200 | \$ 1,463 | \$ 65,823 | \$ 550 | \$ 24,750 | \$ 100 | \$ 4,500 |
| 1-7 | Lawn Installation & Roadside Cleanup | LS | 1 | \$ 20,000 | \$ 20,000 | \$ 4,030 | \$ 4,030 | \$ 6,500 | \$ 6,500 | \$ 10,120 | \$ 10,120 | \$ 18,602 | \$ 18,602 | \$ 3,980 | \$ 3,980 | \$ 16,000 | \$ 16,000 |
| 1-8 | Topsoil and Placement | CY | 1,000 | \$ 65 | \$ 65,000 | \$ 45 | \$ 45,330 | \$ 65 | \$ 65,000 | \$ 92.00 | \$ 92,000 | \$ 76.25 | \$ 76,250 | \$ 85 | \$ 85,000 | \$ 67 | \$ 67,000 |
| 1-9 | PVC Stormwater Pipe, 4-Dia | LF | 1,025 | \$ 20 | \$ 20,500 | \$ 24 | \$ 24,334 | \$ 20 | \$ 20,500 | \$ 19.00 | \$ 19,475 | \$ 27.22 | \$ 27,901 | \$ 22 | \$ 22,550 | \$ 45 | \$ 46,125 |
| 1-10 | Irrigation System Replacement | LS | 1 | \$ 10,000 | \$ 10,000 | \$ 10,517 | \$ 10,517 | \$ 11,000 | \$ 11,000 | \$ 12,300 | \$ 12,300 | \$ 94,240 | \$ 94,240 | \$ 98,787 | \$ 98,787 | \$ 110,000 | \$ 110,000 |
| 1-11 | Root Barrier (18-Inch) | LF | 875 | \$ 15 | \$ 13,125 | \$ 12 | \$ 10,605 | \$ 22 | \$ 19,250 | \$ 9 | \$ 7,656 | \$ 25 | \$ 22,225 | \$ 55 | \$ 48,125 | \$ 23 | \$ 20,125 |
| 1-12 | Excavation, Haul, and Disposal | CY | 800 | \$ 75 | \$ 60,000 | \$ 51 | \$ 40,968 | \$ 65 | \$ 52,000 | \$ 62.50 | \$ 50,000 | \$ 86.62 | \$ 69,296 | \$ 60 | \$ 48,000 | \$ 85 | \$ 68,000 |
| 1-13 | Drywell | EA | 4 | \$ 5,000 | \$ 20,000 | \$ 3,172 | \$ 12,689 | \$ 2,200 | \$ 8,800 | \$ 2,050 | \$ 8,200 | \$ 3,891 | \$ 15,565 | \$ 980 | \$ 3,920 | \$ 4,500 | \$ 18,000 |
| 1-14 | Minor Change | EST | 1 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 | \$ 15,000 |
| SCHEDULE 1 SUBTOTAL | | | | \$335,625 | | \$266,330 | | \$294,050 | | \$416,401 | | \$481,470 | | \$526,312 | | \$493,750 | |
| 2-1 | Mobilization | LS | 1 | \$ 15,000 | \$ 15,000 | \$ 7,022 | \$ 7,022 | \$ 16,000 | \$ 16,000 | \$ 25,600 | \$ 25,600 | \$ 16,887 | \$ 16,887 | \$ 26,450 | \$ 26,450 | \$ 30,000 | \$ 30,000 |
| 2-2 | Project Temporary Traffic Control | LS | 1 | \$ 5,000 | \$ 5,000 | \$ 21,311 | \$ 21,311 | \$ 3,000 | \$ 3,000 | \$ 82,900 | \$ 82,900 | \$ 12,168 | \$ 12,168 | \$ 34,780 | \$ 34,780 | \$ 55,000 | \$ 55,000 |
| 2-3 | Erosion/ Water Pollution Control | LS | 1 | \$ 5,000 | \$ 5,000 | \$ 1,241 | \$ 1,241 | \$ 500 | \$ 500 | \$ 12,150 | \$ 12,150 | \$ 6,331 | \$ 6,331 | \$ 8,800 | \$ 8,800 | \$ 3,500 | \$ 3,500 |
| 2-4 | Utility Potholing | EA | 10 | \$ 500 | \$ 5,000 | \$ 741 | \$ 7,406 | \$ 500 | \$ 5,000 | \$ 335 | \$ 3,350 | \$ 528 | \$ 5,276 | \$ 850 | \$ 8,500 | \$ 25 | \$ 250 |
| 2-5 | Street Sign Replacement | EA | 6 | \$ 600 | \$ 3,600 | \$ 646 | \$ 3,875 | \$ 550 | \$ 3,300 | \$ 470 | \$ 2,820 | \$ 826 | \$ 4,953 | \$ 450 | \$ 2,700 | \$ 500 | \$ 3,000 |
| 2-6 | Root Removal | EA | 40 | \$ 500 | \$ 20,000 | \$ 176 | \$ 7,030 | \$ 210 | \$ 8,400 | \$ 160 | \$ 6,400 | \$ 1,484 | \$ 59,356 | \$ 800 | \$ 32,000 | \$ 100 | \$ 4,000 |
| 2-7 | Lawn Installation & Roadside Cleanup | LS | 1 | \$ 10,000 | \$ 10,000 | \$ 3,078 | \$ 3,078 | \$ 3,000 | \$ 3,000 | \$ 5,225 | \$ 5,225 | \$ 14,523 | \$ 14,523 | \$ 2,390 | \$ 2,390 | \$ 7,500 | \$ 7,500 |
| 2-8 | Topsoil and Placement | CY | 750 | \$ 65 | \$ 48,750 | \$ 49 | \$ 36,803 | \$ 65 | \$ 48,750 | \$ 92.00 | \$ 69,000 | \$ 80.57 | \$ 60,428 | \$ 22 | \$ 16,500 | \$ 67 | \$ 50,250 |
| 2-9 | PVC Stormwater Pipe, 4-Dia | LF | 675 | \$ 20 | \$ 13,500 | \$ 22 | \$ 14,938 | \$ 20 | \$ 13,500 | \$ 19.00 | \$ 12,825 | \$ 27.21 | \$ 18,367 | \$ 22 | \$ 14,850 | \$ 45 | \$ 30,375 |
| 2-10 | Irrigation System Replacement | LS | 1 | \$ 10,000 | \$ 10,000 | \$ 10,517 | \$ 10,517 | \$ 5,000 | \$ 5,000 | \$ 2,450 | \$ 2,450 | \$ 38,737 | \$ 38,737 | \$ 38,780 | \$ 38,780 | \$ 62,000 | \$ 62,000 |
| 2-11 | Root Barrier (18-Inch) | LF | 625 | \$ 15 | \$ 9,375 | \$ 12 | \$ 7,200 | \$ 22 | \$ 13,750 | \$ 9 | \$ 5,469 | \$ 25 | \$ 15,875 | \$ 55 | \$ 34,375 | \$ 23 | \$ 14,375 |
| 2-12 | Excavation, Haul, and Disposal | CY | 600 | \$ 75 | \$ 45,000 | \$ 50 | \$ 30,282 | \$ 75 | \$ 45,000 | \$ 62.50 | \$ 37,500 | \$ 86.62 | \$ 51,972 | \$ 70 | \$ 42,000 | \$ 85 | \$ 51,000 |
| 2-14 | Minor Change | EST | 1 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 | \$ 10,000 |
| SCHEDULE 2 SUBTOTAL | | | | \$200,225 | | \$160,701 | | \$175,200 | | \$275,689 | | \$314,874 | | \$272,125 | | \$321,250 | |
| CONSTRUCTION SUBTOTAL | | | | \$535,850 | | \$427,031 | | \$469,250 | | \$692,090 | | \$796,344 | | \$798,437 | | \$815,000 | |
| Tax at 8.9% | | | | \$47,691 | | \$38,006 | | \$41,763 | | \$60,212 | | \$70,875 | | \$71,061 | | \$70,905 | |
| CONSTRUCTION TOTAL | | | | \$583,541 | | \$465,037 | | \$511,013 | | \$752,302 | | \$867,218 | | \$869,498 | | \$885,905 | |



STORMWATER CAPITAL PROJECT OR PROGRAM

URBAN FORESTRY IMPROVEMENT PROGRAM

CIP Project ID: TBD
Department: Stormwater
Project Status: Other
Project Location: Multiple Locations
Project Contact: Phil Bennett

Current Program Budget: \$1,610,000

Years Project in CIP: Ongoing Capital Program

Contact Email: pbennett@snoqualmiewa.gov

Project Description:

This program provides for care and maintenance of the urban forest, including street trees that show visible signs of damage, infestation, and other stressors. This program will improve conditions for the urban forest, improve stormwater treatment, and reduce cost of future street tree management and replacements.

Photo or Map:**Community Impact:**

The intent of this program is to provide residents with a healthy urban forest consistent with Policy 7.4.5 of the Comprehensive Plan and Urban Forest Strategic Plan. A healthy urban forest has enormous ecological value; helping with the retention of stormwater and reducing the need to build costly infrastructure to manage runoff. Healthy street trees help to improve water quality which can reduce the negative impacts of pollution on ecosystems downstream.

Operating Impact:

This project is not expected to significantly impact the operating budget.

Budget:

| Project Activities | % of Budget | Total Activity Budget | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 or Beyond |
|--------------------|-------------|-----------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|---|
| Analysis | 0% | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | This capital program is anticipated to continue indefinitely into the future. |
| Design | 0% | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Construction | 85% | \$ 1,372,070 | \$ 183,544 | \$ 206,088 | \$ 222,767 | \$ 239,200 | \$ 248,412 | \$ 272,059 | |
| Const. Manage | 0% | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Contingency | 4% | \$ 68,604 | \$ 9,177 | \$ 10,304 | \$ 11,138 | \$ 11,960 | \$ 12,421 | \$ 13,603 | |
| Art | 0% | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |
| Labor | 6% | \$ 100,723 | \$ 9,102 | \$ 10,303 | \$ 12,956 | \$ 16,880 | \$ 27,747 | \$ 23,735 | |
| Other | 4% | \$ 68,604 | \$ 9,177 | \$ 10,304 | \$ 11,138 | \$ 11,960 | \$ 12,421 | \$ 13,603 | |
| TOTAL | 100% | \$ 1,610,000 | \$ 211,000 | \$ 237,000 | \$ 258,000 | \$ 280,000 | \$ 301,000 | \$ 323,000 | |
| Operating | | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | |

TOTAL PROJECT BUDGET: \$1,610,000

TOTAL OPERATING BUDGET: \$0

Anticipated Funding Mix:

| Source | Total Sources | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
|------------------------|---------------------|-------------------|-------------------|-------------------|-------------------|-------------------|-------------------|
| Utility Fees ("Rates") | \$ 1,610,000 | \$ 211,000 | \$ 237,000 | \$ 258,000 | \$ 280,000 | \$ 301,000 | \$ 323,000 |
| | | | | | | | |
| | | | | | | | |
| TOTAL | \$ 1,610,000 | \$ 211,000 | \$ 237,000 | \$ 258,000 | \$ 280,000 | \$ 301,000 | \$ 323,000 |

Fiscal

TOTAL FUNDING SOURCES: \$1,610,000

Notes:

FUTURE FUNDING REQUIREMENTS: \$0



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-088
June 26, 2023
Committee Report

Item 5.

AGENDA BILL INFORMATION

| | | |
|-------------------------|--|---|
| CONTRACT TITLE: | AB23-088 Awarding contract for installation and site preparation for the Centennial Fields – Inclusive Park. | <input type="checkbox"/> Discussion Only |
| PROPOSED ACTION: | Move to adopt Resolution No. 1657 awarding the site preparation and installation of Centennial Fields – Inclusive Park to NewX Construction and authorize the Mayor to sign. | <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution |

| | | | |
|----------------|---------------------|----------------|-------------------------------|
| REVIEW: | Department Director | Jeff Hamlin | Click or tap to enter a date. |
| | Finance | Drew Bouta | 6/15/2022 |
| | Legal | n/a | Click or tap to enter a date. |
| | City Administrator | Mike Chambless | Click or tap to enter a date. |

| | | | |
|--------------------|--|--------------------------------------|------------|
| DEPARTMENT: | Parks & Public Works | | |
| STAFF: | Dylan Gamble | | |
| COMMITTEE: | Parks & Public Works | COMMITTEE DATE: June 21, 2023 | |
| MEMBERS: | Ethan Benson | Bryan Holloway | Jo Johnson |
| EXHIBITS: | 1. Resolution 1657 2. Bid Tabulation 3. CIP Except: Centennial Fields – Inclusive Playground | | |

| | |
|--------------------------------|------------|
| AMOUNT OF EXPENDITURE | \$ 362,126 |
| AMOUNT BUDGETED | \$ 876,000 |
| APPROPRIATION REQUESTED | \$ 110,088 |

SUMMARY

INTRODUCTION

This agenda bill seeks approval to award the contract to NewX Inc for site preparation and installation of Play equipment at Centennial Fields - Inclusive Park.

LEGISLATIVE HISTORY

Council approved the creation of a \$976,000 Inclusive Playground at Centennial Park during the 2023-2028 Capital Improvement Plan. The entire project is scheduled to be completed in 2023. Council approved the purchase of Centennial Fields – Inclusive Park play equipment through AB23-034 in the Spring of 2023.

BACKGROUND

The All-Inclusive Playground project proposes to improve a group of 3 play areas at Centennial Fields Park, totaling 10,000 sq ft., providing facilities designed for inclusive play regardless of ability, age, or comfort-level. Improvements will provide ramps and surfacing to improve wheelchair access; play equipment for those dealing with mobility-impairments (spinal muscular atrophy, cerebral palsy); as well as “tactile” and musical play equipment for both autistic and sight-impaired youth. The improvements will be located next to Snoqualmie Elementary School (SES), housing the Special Education Team for the school district servicing over 500 elementary level students, extending potential playground benefits district-wide.

The Centennial Park Inclusive Playground improvements have received several sources of funding including King County, Recreation and Conservation Office of Washington State, and private donations coordinated by the local Kiwanis group.

ANALYSIS

Centennial Fields – Inclusive Playground site preparation and installation aspects of the playground project were bid and advertised on March 27th and April 17th and closed (Bid open) on May 4th. Two bids were received with the lowest bid was from NewX Inc for \$332,530.53. Staff determined that NewX Inc was the lowest responsible bidder. Staff recommends awarding the contract for site preparation and installation to NewX Inc.

Construction is planned for late Summer of 2023 through Fall of 2023.

BUDGET IMPACTS

Administration recommends approving a contract with NewX, Inc. in the amount of \$362,126 to prepare the site and install the All-Inclusive Playground. The City incorporated this project in the 2023-2028 Capital Improvement Plan (CIP) (See Exhibit #4). The 2023-24 Amended Budget appropriates \$876,000 for this project in the Non-Utilities Capital Fund (#310). Currently \$5,833 has been spent in the current biennium and \$618,130 is encumbered for contracts within the project, leaving \$252,038 for new contracts. The NewX, Inc. contract exceeds this amount, as shown in the table below.

All-Inclusive Playground Project

| | Life-of-Project Budget (Multiple Bienniums) | 2023-2024 Biennial Budget |
|---|--|------------------------------|
| Beginning Budget | \$ 976,000 | \$ 876,000 |
| Expenditures | \$ (31,632) | \$ (5,833) |
| Outstanding Contract Value (Previously Approved) | \$ (618,130) | \$ (618,130) |
| Current Available Budget | \$ 326,238 | \$ 252,038 |
| Value of this Contract (AB23-088) | \$ (362,126) | \$ (362,126) |
| Available Budget after AB23-088 | \$ (35,888) | \$ (110,088) |

The City overestimated how much it was going to spend on the project during the 2021-2022 biennium when crafting the 2023-2028 CIP and 2023-2024 Biennial Budget. With life-of-project expenditures of \$31,632 and encumbrances of \$618,130, \$326,238 remains for any contracts, which is \$35,888 less than the NewX, Inc. contract value. This gap represents 3.7% of the total life-of-project budget. The Administration proposes truing up the appropriation from the previous biennium into the current biennium. This will mean reappropriating the unused budget of \$74,200 from the previous biennium to the current biennium. In order to make up for the \$35,888 difference gap once the true-up is complete, the Administration intends to seek

the appropriation of the City's available cash balance within the Non-Utilities Capital Fund (#310) through a budget amendment at a later date. These two proposed changes to the 2023-24 Biennial Budget are shown in the table below.

Playground Replacement Budget

| | Life-of-Project Budget (Multiple Bienniums) | 2023-2024 Biennial Budget |
|---|--|------------------------------|
| Available Budget / (Shortfall) after AB23-088 | \$ (35,888) | \$ (110,088) |
| Potential Reappropriation of Unspent 2021-22 Budget | \$ - | \$ 74,200 |
| Potential Budget Amendment | \$ 35,888 | \$ 35,888 |
| Adjusted Available Budget / (Shortfall) | \$ 0 | \$ 0 |

NEXT STEPS

Following adoption of the resolution and purchase order will be executed by Landscape Structures, Inc. and the Mayor. Following approval of the purchase Parks and Public Works will work to get the construction and site preparation of Centennial Fields Inclusive Park out to bid to ensure construction in the Summer of 2023.

PROPOSED ACTION

Move to adopt Resolution No. 1657 awarding the site preparation and installation of Centennial Fields – Inclusive Park to NewX Construction and authorize the Mayor to sign.

RESOLUTION NO. 1657**A RESOLUTION OF THE CITY COUNCIL OF CITY OF SNOQUALMIE, WASHINGTON DETERMINING THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER, AWARDING A PUBLIC WORKS CONTRACT TO AND AUTHORIZING EXECUTION OF A PUBLIC WORKS CONTRACT WITH NewX, INC. FOR SITE PREPARATION AND INSTALLATION OF PLAY EQUIPMENT AT CENTENNIAL FIELDS – INCLUSIVE PARK.**

WHEREAS, pursuant to Ordinance No. 448 as codified in Snoqualmie Municipal Code Section 1.08.010, the City of Snoqualmie has adopted the classification of non-charter code city, retaining the mayor-council plan of government as provided for in Chapter 35A.12 RCW; and

WHEREAS, pursuant to RCW 35A.40.210, procedures for any public work or improvement for code cities shall be governed by RCW 35.23.352; and

WHEREAS, on March 27, 2023, the City advertised the Site preparation and installation of equipment at Centennial Fields - Inclusive Park (“the Project”) for bid, two responsive bids were received, and the lowest responsive bid was from NewX Inc, Inc. for \$361,128.19, including tax; and

WHEREAS, the City’s team has checked references and otherwise determined that NewX, Inc. meets the mandatory bidder responsibility criteria established under RCW 39.04.350 and 39.06.020, and the supplemental bidder responsibility criteria in Section 00 04 00 of the contract documents; and

WHEREAS, the Parks and Public Works Director recommend award of this contract to NewX, Inc. as the lowest responsive, responsible bidder;

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNOQUALMIE AS FOLLOWS:

Section 1. Determination of Lowest Responsive, Responsible Bidder. Based on the foregoing recitals, which are hereby incorporated as findings of fact, NewX, Inc. is the lowest, responsive, responsible bidder for the Project.

Section 2. Award of Public Works Contract. The contract for the Project is hereby awarded to NewX, Inc. in accordance with its bid proposal.

Section 3. Authorization for Contract Execution. The Mayor is authorized to execute a contract with NewX, Inc. in substantially the form attached hereto as Exhibit A.

Passed, by the City Council of the City of Snoqualmie, Washington, this 26th day of June 2023.

Katherine Ross, Mayor

Attest:

Deana Dean, City Clerk

Approved as to form:

David Linehan, Interim City Attorney

City of Snoqualmie Centennial Fields - Inclusive Playground

Bid Tabulation
5/16/2023

| | | | | | Engineer's Estimate | | NewX Inc. | | Judha of Lion Landscaping Services | | | |
|----------|---|--|--|--|---------------------|----------|------------|------------|------------------------------------|---------------|---------------|---------------|
| Bid Item | Description | | | | Matl Units | Quantity | Unit Price | Total Cost | Unit Price | Total Cost | Unit Price | Total Cost |
| 1 | Base Bid (Installation and site preparation) | | | | NA | 1 | \$343,000 | \$343,000 | \$ 273,540.96 | \$ 273,540.96 | \$ 495,000.00 | \$ 495,000.00 |
| 2 | Add alternate #1 - Sensory Garden | | | | NA | 1 | \$43,295 | \$43,295 | \$ 26,757.51 | \$ 26,757.51 | \$ 85,000.00 | \$ 85,000.00 |
| 3 | Add alternate #2 - Additional Fencing and Gates | | | | NA | 1 | \$15,250 | \$15,250 | \$ 32,232.09 | \$ 32,232.09 | \$ 38,000.00 | \$ 38,000.00 |
| 4 | | | | | | | | \$0 | | \$ - | | \$ - |
| 5 | | | | | | | | \$0 | | \$ - | | \$ - |
| 6 | | | | | | | | \$0 | | \$ - | | \$ - |
| 7 | | | | | | | | \$0 | | \$ - | | \$ - |
| 8 | | | | | | | | \$0 | | \$ - | | \$ - |
| 9 | | | | | | | | \$0 | | \$ - | | \$ - |
| 10 | | | | | | | | \$0 | | \$ - | | \$ - |
| 11 | | | | | | | | \$0 | | \$ - | | \$ - |
| 12 | | | | | | | | \$0 | | \$ - | | \$ - |
| 13 | | | | | | | | \$0 | | \$ - | | \$ - |
| | | | | | | | | | | | | |
| | CONSTRUCTION SUBTOTAL | | | | | | | \$401,545 | | \$332,530.56 | | \$618,000 |
| | Tax at 8.6% | | | | | | | \$34,533 | | \$28,597.63 | | \$53,148 |
| | CONSTRUCTION TOTAL | | | | | | | \$436,078 | | \$361,128.19 | | \$671,148 |
| | | | | | | | | | | | | |



PARKS CAPITAL PROJECT OR PROGRAM

ALL-INCLUSIVE PLAYGROUND PROJECT

CIP Project ID: PAR21003CIP
Department: Community Development
Project Status: Design
Project Location: 39903 SE Park Street
Project Contact: Dylan Gamble

Previously Spent: \$100,000
Current Project Budget: \$976,000
Original Budget at CIP Inception: \$1,173,805
Years Project in CIP: 2
Contact Email: dgamble@snoqualmiewa.gov

Description:

This project would replace an older playground at Centennial Park with equipment able to serve children of all ages and abilities. It would offer a fully-fenced, secure space for children, including play structures and ramps that are wheelchair accessible, and a smooth padded surface. The playground would exceed American with Disabilities Act (ADA) standards.

Photo or Map:



Community Impact:

The intent of this project is to create the first ever all-inclusive playground in the Snoqualmie Valley affording children of all abilities to grow and thrive together.

Operating Impact:

Staff believes that an all-inclusive playground will increase the number of visitors to Centennial Park necessitating additional maintenance to the bathrooms, garbage cans, and general area.

Budget:

| Project Activities | % of Budg. | Total Activity Budget | Previously Spent | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 | 2029 or Beyond |
|--------------------|-------------|-----------------------|-------------------|-------------------|-----------------|-----------------|-----------------|-----------------|-----------------|----------------|
| Analysis | 0% | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Design | 8% | \$ 80,000 | \$ 80,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Construction | 63% | \$ 613,557 | \$ - | \$ 613,557 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Const. Manage | 9% | \$ 92,033 | \$ - | \$ 92,033 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Contingency | 13% | \$ 122,711 | \$ - | \$ 122,711 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Art | 1% | \$ 6,136 | \$ - | \$ 6,136 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Labor | 3% | \$ 31,563 | \$ 10,000 | \$ 21,563 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Other | 3% | \$ 30,000 | \$ 10,000 | \$ 20,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL | 100% | \$ 976,000 | \$ 100,000 | \$ 876,000 | \$ - | \$ - | \$ - | \$ - | \$ - | \$ - |
| Operating | | \$ 37,500 | | \$ 5,000 | \$ 5,500 | \$ 6,000 | \$ 6,500 | \$ 7,000 | \$ 7,500 | * |

TOTAL PROJECT BUDGET: \$976,000

TOTAL OPERATING BUDGET: \$37,500

Anticipated Funding Mix:

| Source | Total Sources | Previously Allocated | 2023 | 2024 | 2025 | 2026 | 2027 | 2028 |
|------------------------|-------------------|----------------------|-------------------|-------------|-------------|-------------|-------------|-------------|
| Real Estate Excise Tax | \$ 289,600 | \$ 100,000 | \$ 189,600 | \$ - | \$ - | \$ - | \$ - | \$ - |
| RCO Grant | \$ 475,000 | \$ - | \$ 475,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| King County Funds | \$ 180,000 | \$ - | \$ 180,000 | \$ - | \$ - | \$ - | \$ - | \$ - |
| Donations | \$ 31,400 | \$ - | \$ 31,400 | \$ - | \$ - | \$ - | \$ - | \$ - |
| TOTAL | \$ 976,000 | \$ 100,000 | \$ 876,000 | \$ - | \$ - | \$ - | \$ - | \$ - |

Fiscal Notes: * The City will continue to incur operating expenditures resulting from the project into the future.

TOTAL FUNDING SOURCES: \$976,000
FUTURE FUNDING REQUIREMENTS: \$0



BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-089
June 26, 2023
Committee Report

Item 6.

AGENDA BILL INFORMATION

| | | |
|-------------------------|--|---|
| TITLE: | AB23-089: Agreement with Kimley-Horn for 2024 Parks, Recreation, Open Space, and Trails Plan Update. | <input type="checkbox"/> Discussion Only |
| PROPOSED ACTION: | Move to adopt Resolution No. 1658 awarding the contract to update and produce the 2024 Snoqualmie Parks, Recreation, Open Space, and Trails Plan (PROST) to Kimley-Horn and authorize the Mayor to sign. | <input checked="" type="checkbox"/> Action Needed: <input type="checkbox"/> Motion <input type="checkbox"/> Ordinance <input checked="" type="checkbox"/> Resolution |

| | | | |
|----------------|---|--|---|
| REVIEW: | Department Director Finance Legal City Administrator | Jeff Hamlin Drew Bouta Outside Counsel Mike Chambless | Click or tap to enter a date. 6/9/2022 Click or tap to enter a date. Click or tap to enter a date. |
|----------------|---|--|---|

| | | | |
|--------------------|--|--------------------------------------|------------|
| DEPARTMENT: | Parks & Public Works | | |
| STAFF: | Dylan Gamble | | |
| COMMITTEE: | Parks & Public Works | COMMITTEE DATE: June 21, 2023 | |
| MEMBERS: | Ethan Benson | Bryan Holloway | Jo Johnson |
| EXHIBITS: | 1. Resolution 1658 2. Kimley-Horn Statement of Qualifications, scope of work, and fee | | |

| | |
|--------------------------------|---------------------------------------|
| AMOUNT OF EXPENDITURE | \$ 148,600 |
| | \$ 148,600 |
| AMOUNT BUDGETED | (Following Recommended Offsets) |
| APPROPRIATION REQUESTED | \$ 0 |

SUMMARY

INTRODUCTION

The City of Snoqualmie seeks a contract with Kimley-Horn to update and produce the 2024 Snoqualmie Parks, Recreation, Open Space, and Trails Plan (PROST).

ANALYSIS

Staff initiated a Request for Qualification (RFQ) process to select a qualified consultant firm to research and draft the City's PROST Plan update. The RFQ process concluded on April 4th 2023. The City did not receive any qualified consultant submittals. Following this effort staff reviewed several qualified consulting firms through

the MRSC roster. Kimley-Horn was selected as a qualified consulting firm that also had capacity to produce the City's PROST Plan.

BACKGROUND

As a part of the requirements outlined in the Growth Management Act (GMA) the City is required to conduct an update to its Comprehensive Plan every eight years. The City is currently in the process of updating the document in preparation for the required due date of December 31, 2024. As outlined in RCW 36.70A.070 the City is required to include a park and recreation element. Historically the City has chosen to meet this requirement with a separate document, separate in format though still achieving the state requirement. The most recent update to this document is the Open Space, Parks and Recreation Plan (adopted 2018). The efforts of the Kimley-Horn contract would produce the required updates of the 2024 Comprehensive Plan update mentioned above.

BUDGET IMPACTS

Administration recommends approving a contract with Kimley-Horn in the amount of \$148,600 to complete the update to the Parks, Recreation, Open Space, and Trails Plan (PROST) for the 2024 Comprehensive Plan. Council appropriated \$60,000 towards the development of a "parks study" within the 2023-24 Biennial Budget. The intent of this study was to reimagine the City's parks system in response to the changing demographics and standards of the community. The goal was to figure out what recreational facilities might be missing from the City's current offerings so that the City can allocate dollars wisely in the future. The Administration recommends applying the \$60,000 appropriation instead towards the development of a PROST plan, which would also reimagine the parks system while fulfilling the needs of the comprehensive planning process. The \$60,000 is current appropriated within the Parks Maintenance functional classification of the General Fund (#001) and will need to be moved to the Community Development functional classification through a budget amendment.

Moreover, during the 2023-2024 Biennial Budget process, the City expected to complete the 2024 Comprehensive Plan internally. Consequently, the City did not budget for the use of professional services but only for the staffing necessary to complete the 2024 Comprehensive Plan. Given the staffing levels currently within the Community Development Department and the competitive hiring environment, the Administration is seeking to reallocate \$88,600 from a currently vacant Associate Planner position to fund this contract. Because this position, along with other positions, have already been encumbered through June 2023 in support of other comprehensive planning contracts, the City will need to keep the Associate Planner position open from at least July 2023 to February 2024 in order to accrue the necessary unused budget.

Through both actions, the City will have sufficient appropriation within the Community Development functional classification of the General Fund (#001) to fund the contract.

| | |
|--|-------------------------|
| Value of this Contract (AB23-XXX) | \$148,600 |
| <i>"Parks Study" Appropriation (Less)</i> | <i>-\$60,000</i> |
| <i>Keeping Vacant Associate Planner Position Open (Jul. 2023 to Feb. 2024) (Less)</i> | <i>-\$88,600</i> |
| Remaining Budget Required | \$- |

NEXT STEPS

If approved, staff will work with Kimley-Horn to begin drafting core requirements of the plan's update as well as creating the public engagement plan. Following this research and public engagement a draft version of the Parks, Recreation, Open Space and Trails Plan will be presented to the Parks and Public Works Committee and City Council.

PROPOSED ACTION

Move to adopt Resolution No. 1658 awarding the contract to update and produce the 2024 Snoqualmie Parks, Recreation, Open Space, and Trails Plan (PROST) to Kimley-Horn and authorize the Mayor to sign.

RESOLUTION NO. 1658**A RESOLUTION OF THE CITY COUNCIL OF CITY OF SNOQUALMIE, WASHINGTON AWARDING AND AUTHORIZING EXECUTION OF A CONTRACT WITH KIMLEY-HORN FOR DRAFTING AND UPDATING THE CITY'S PARKS, RECREATION, OPEN SPACE, AND TRAILS PLAN FOR THE 2024 COMPREHENSIVE PLAN PERIODIC UPDATE**

WHEREAS, pursuant to Ordinance No. 448 as codified in Snoqualmie Municipal Code Section 1.08.010, the City of Snoqualmie has adopted the classification of non-charter code city, retaining the mayor-council plan of government as provided for in Chapter 35A.12 RCW; and

WHEREAS, on March 23, 2023, the City advertised the Request for Qualifications to produce the City of Snoqualmie's Parks Recreation, Open Space, and Trails Plan ("the Project"); no qualified firms responded by the time the solicitation concluded on April 4, 2023; and

WHEREAS, upon review of several qualified firms on the MRSC roster, the City chose to select Kimley-Horn and Associates, Inc. to provide the requested planning services for the Project; and

WHEREAS, the City seeks to update the Parks, Recreation, Open Space, and Trails Plan in order to bring it in alignment with the 2024 Snoqualmie Comprehensive Plan Update; and

WHEREAS, City Staff recommends using Kimley-Horn as the most qualified firm to work on the Project.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SNOQUALMIE, WASHINGTON AS FOLLOWS:

Section 1. Award of Planning Services Contract.

The City hereby awards the contract for the City of Snoqualmie's Parks, Recreation, Open Space, and Trails Plan update to Kimley-Horn and Associates, Inc. ("Kimley-Horn").

Section 2. Authorization for Contract Execution.

The Mayor is authorized to execute a contract for planning services in the amount of \$148,600.00 with Kimley-Horn in substantially the form attached hereto as Exhibit A.

PASSED by the City Council of the City of Snoqualmie, Washington, this 26th day of June 2023.

Katherine Ross, Mayor

Attest:

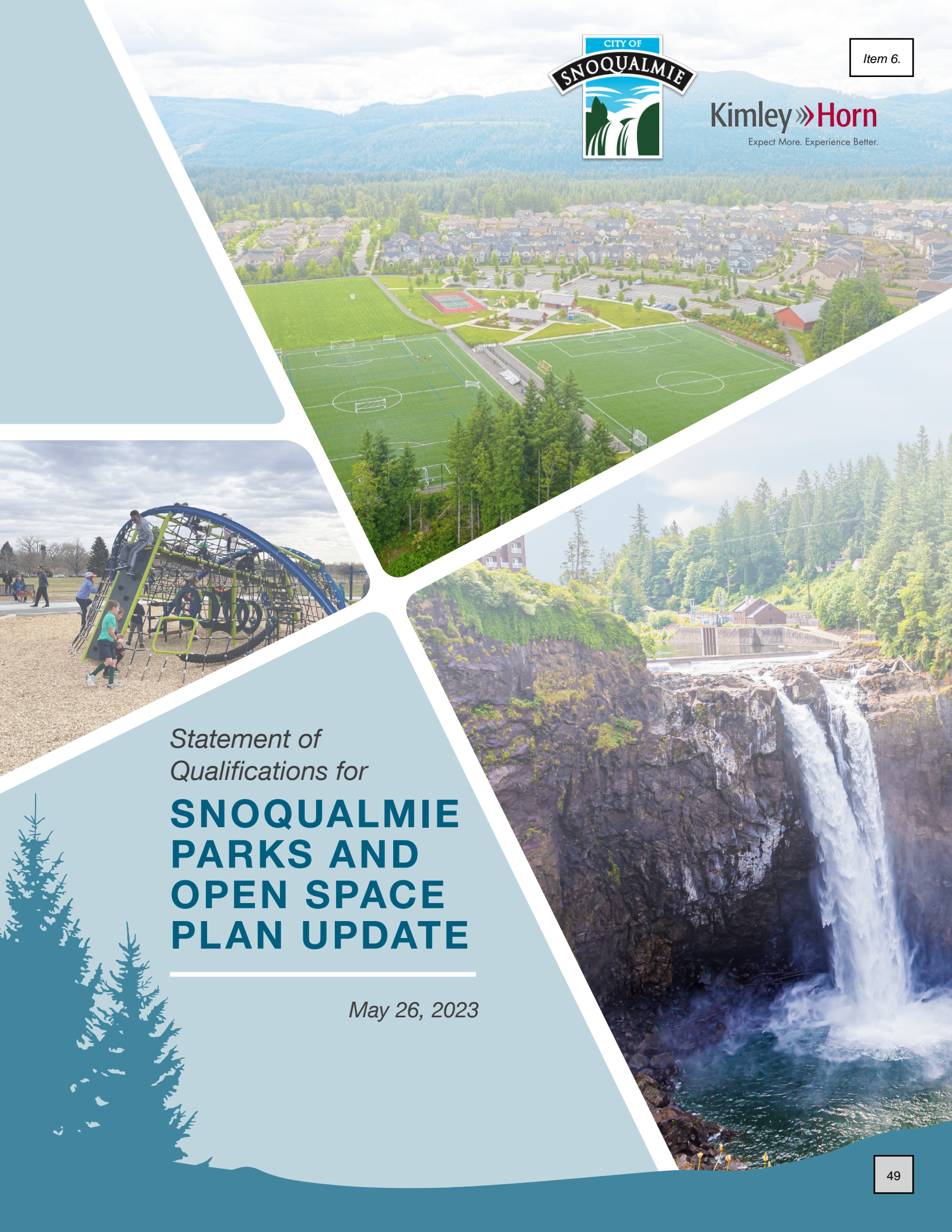
Deana Dean, City Clerk

Approved as to form:

David Linehan, Interim City Attorney



Kimley»Horn
Expect More. Experience Better.



*Statement of
Qualifications for*
**SNOQUALMIE
PARKS AND
OPEN SPACE
PLAN UPDATE**

May 26, 2023

May 26, 2023

City of Snoqualmie Parks and Public Works Department
 Attention: Mike Chambless
 38624 SE River Street, PO Box 987, Snoqualmie, WA 98065

Re: Statement of Qualifications for Snoqualmie Parks and Open Space Plan Update

Dear Mr. Chambless and Members of the Selection Committee:

The City of Snoqualmie (City) is seeking an experienced consultant to perform an update of the City's Parks, Recreation, Open Space, and Trails (PROST) Plan to create a vision for the community's parks, open spaces, and trail system. This PROST Plan is vital to setting the framework for future decision making, leveraging future grant and funding opportunities, identifying community needs and expectations, and finding solutions to gaps or barriers currently preventing the Snoqualmie community from fully utilizing and enjoying parks and recreation amenities. The Kimley-Horn team is ready to work with the City to develop a visionary and progressive plan focused on promoting a safe, vibrant, and sustainable community. A few distinguishing qualities of our team include:

Recent and Directly Relevant National Experience. Kimley-Horn is a national expert in parks and recreation planning and has recently completed many large-scale municipal plans and plan updates including the Prescott Valley Parks and Recreation Master Plan; Chandler Parks Strategic Master Plan; Goodyear Parks, Recreation, Trails & Open Space Master Plan; Casa Grande Community Services Master Plan; and Oklahoma City Parks and Recreation Master Plan. We are highly experienced at creating and updating plans that have been successfully implemented for communities to enjoy.

Simply a Better Experience. The Kimley-Horn team is focused on providing not only exceptional service and solutions, but also a better overall experience than you would get with any other firm. Additionally, members of our team have developed a positive working relationship with City staff, including Mike Chambless, while in previous roles. Our team is eager to provide the City with the best value for its limited funds and demonstrate the type of responsiveness and high-quality service Kimley-Horn and Project Manager **Nick Chen** have become known for in the industry.

Local Presence and Familiarity. With Kimley-Horn, the City gets the best of both worlds. In addition to our team's extensive, high-caliber national parks and recreation experience, we also offer local staff with experience serving clients throughout the Pacific Northwest. Kimley-Horn has approximately 70 employees in three offices in Seattle, Everett, and Bellevue, and this team will be led by local Project Manager Nick Chen, AICP. We have the local knowledge and familiarity, national expertise, and excellent working relationships, to make this project successful.

Multidiscipline Expertise and Capabilities. With such a wide variety of disciplines offered in-house, Kimley-Horn can look at this project from a variety of perspectives. In addition to open space, trail, and parks planning, we also specialize in multimodal, complete streets, infrastructure, traffic and safety, parking, hydrology and hydraulics, environmental, and transit planning. We understand what it takes to construct facilities and bring the unique ability to see how different aspects of the plan relate and impact other key areas of the community.

We are confident that our team is best qualified to complete this project. With **corporate headquarters located in Raleigh, NC**, Kimley-Horn has over 110 offices throughout the country. We are committed to providing exceptional service and responsiveness to the City. Thank you for the opportunity to submit our qualifications for this exciting project opportunity. Please reach out to Project Manager Nick Chen at 425.989.5064 or nick.chen@kimley-horn.com if you have any questions.

Sincerely,
 KIMLEY-HORN



Nick Chen, AICP
 Project Manager



Brian Smalkoski, P.E., AICP, PTP, PTOE
 Vice President/Authorized Signer

2. STATEMENT OF QUALIFICATIONS

Understanding and Approach

Task 1: Project Management and Meetings

Task 1.1: Kick-off Meeting and Project Schedule

Kimley-Horn will prepare for and attend a kick-off meeting for the PROST Plan to confirm the work plan of the project. The goal of this meeting is to determine:

- **Confirmation and Outcome Expectations** – The project goals, objectives, scope, and schedule will be confirmed. We will discuss expectations of the completed project.
- **Communications** – Confirm lines of communication, points of contact, level of involvement by Parks and Public Works Department (Department) staff and local leaders, and other related project management details.
- **Progress Reporting** – The Kimley-Horn team will develop status reports to the Department on a monthly basis, either in person or through video conferencing tools such as Zoom.

Task 1.1 Deliverables:

- Project work plan document (PDF format)
- Project schedule document (Excel or Microsoft Project format)
- Project meeting minutes/status reports (one report per meeting)

Task 1.2: Relevant Plan and Document Review

The Kimley-Horn team will collect, log, and create electronic copies as appropriate (MS Word/Excel and Adobe Acrobat) of key data and information to facilitate dissemination of information. This will assess the long-term goals as expressed in relevant existing plans and studies such as existing site plans, annual reports, program guides, park development guidelines, user fee information, department policies and procedures, etc. Specific data to be reviewed includes recent planning efforts, capital improvement plans (CIPs), and other available relevant data.

Task 1.2 Deliverables:

- Itemized list of reviewed documents

Task 1.3: Regular Project Team Meetings

The Kimley-Horn team and the project manager will hold virtual progress meetings to give the City updates on project deliverables. This scope assumes meetings approximately once per month, until the final plan is approved. Meetings can be in-person if requested by the City. The team will prepare one meeting agenda and one set of consolidated meeting minutes per Project Team Meeting.

Task 1.3 Deliverables:

- One meeting agenda and one set of consolidated meeting minutes per Project Team Meeting

Task 1.4: Public Hearings Attendance (Two Assumed)

The Kimley-Horn team will attend up to two public hearings to present the final PROST Plan document. This scope assumes attendance by up to two key staff members.

Task 1.4 Deliverables:

- Meeting agenda and meeting minutes

Task 2: Community Outreach

Task 2.1: Community Outreach Meetings (Six Assumed)

Public engagement is vital to a successful plan. Public engagement serves two purposes: 1) to identify emerging issues and challenges the City needs to address, and 2) to align the community and the Department to achieve the greatest ability for plan implementation. The public engagement process will work hand in hand with the development of an advocacy strategy for the plan. The proposed strategic process is a series of workshops at each milestone of the phase as shown:



Community Engagement Event

- **Workshop Series #1** – Overview of project and processes to achieve successful, sustainable implementation
- **Workshop Series #2** – Present Key Public Needs Assessment Findings
- **Workshop Series #3** – Present Key Technical Findings
- **Workshop Series #4** – Present Recommendations and Implementation Plan
- **Workshop Series #5** – Present Final Plan for Adoption
- One in-person workshop at a community event to immerse the project team into the Snoqualmie community

Task 2.1 Deliverables:

- One workshop promotional flyer and social media post and one workshop PowerPoint presentation or similar presentation board
- Meeting summaries of each community workshop

Task 2.2: Focus Group/Stakeholder Meetings (Two Assumed)

The Kimley-Horn team will conduct at least two meetings consisting of interviews/focus groups with key community leaders and stakeholders to evaluate their vision for parks and recreation services in Snoqualmie. These interviews/focus groups will help the project team gain an understanding of the community values, strengths and weaknesses of the parks and recreation system, and level of services provided. Focus group/stakeholder meetings may be conducted in person or virtually at the request of the City.

Task 2.2 Deliverables:

- One meeting agenda and one PDF meeting summary per Focus Group/Stakeholder Meeting

Task 3: Demographics and Trends Analysis

Our team will utilize the City's most recent Comprehensive Plan projections and supplement with Census tract demographic data obtained from Environmental Systems Research Institute, Inc. (ESRI),



Snoqualmie, WA

the largest research and development organization dedicated to Geographical Information Systems (GIS) and specializing in population projections and market trends; for comparison purposes, data will also be obtained from the U.S. Census Bureau. This analysis will provide an understanding of the demographic environment for the following reasons:

- To understand the market areas served by the park and recreation system and distinguish customer groups
- To determine changes occurring in the City and the region, and assist in making proactive decisions to accommodate those shifts
- Provide the basis for Equity Mapping and Service Area Analysis

The demographic analysis will be based on relevant U.S. Census information. The following demographic characteristics will be included:

- Population density
- Gender
- Age distribution
- Ethnicity
- Households
- Household income

From the demographic base data, sports, recreation, and outdoor trends are applied to the local populace to assist in determining the potential participation base within the community. For the sports and recreation trends, the Kimley-Horn team utilizes the Sports & Fitness Industry Association's (SFIA) 2021 Study of Sports, Fitness and Leisure Participation; ESRI local market potential; as well as participation trends from the Outdoor Foundation on outdoor recreation trends. This data will guide development of future recreation programs and facilities to benefit the community, as well as identify those programs that may be declining in participation.

Task 3 Deliverables:

- One summary report of U.S. Census data and SFIA data collected as part of the demographics and trends analysis

Task 4: Parks and Facilities Inventory and Analysis

Task 4.1: On-Site Inventory

The Kimley-Horn team will document the existing City of Snoqualmie's Parks and Recreation parks and facilities via field investigation and past planning efforts. The team will compile an inventory and assess existing parks, trails, open space, and facilities. The level of assessment desired by the City for the purposes of evaluating future improvements will be agreed upon before work for this task commences. This scope assumes approximately 40 parks and 11 trails linkages as identified in the current 2018 Open Space, Parks, and Recreation Plan.

Task 4.1 Deliverable:

- Summary deliverable for this task performed in Task 4.2

Task 4.2: On-site Analysis Documentation

Kimley-Horn will examine the functionality of the existing park site plans and make observations related to vehicular and pedestrian flow, operations, and efficiency. This assessment will consider the capacity of each amenity found within the system (e.g., playgrounds, ball fields, trails, natural areas, special facilities, etc.) as well as functionality, accessibility, condition, comfort, and convenience. Evaluation criteria will be based on expressed values of the community, and special consideration will be given to any significant land use changes. This task includes written and photographic documentation of findings from Task 4.1.

Task 4.2 Deliverable:

- One summary findings memo of on-site inventory and analysis

Task 4.3: Parks Assets Assessment Matrix

Kimley-Horn will develop tables which generally identify and evaluate the quality of facilities based on field visits to each park to determine the conditions of buildings, grounds, equipment, and overall appearance. Our team will identify any major deferred maintenance items and provide a general assessment of the accessibility of the facilities.

Task 4.3 Deliverable:

- Parks Assets Assessment Matrix document

Task 4.4: Existing Parks and Trails Improvement Recommendations

Using the information gathered in Tasks 4.1 through 4.3, Kimley-Horn will make recommendations on potential improvements to existing facilities, including the potential to change uses from active to passive parks or to add amenities or equipment. Community support and feedback from Task 2 will also be considered when making improvement recommendations.

Task 4.4 Deliverable:

- Summary memo of park and open space improvement recommendations

Task 5: Operations and Needs Assessment**Task 5.1: Operations Assessment**

Programs, services, and maintenance are the backbone of community service agencies. This assessment will review how well the City aligns itself with community needs. The goal of this process is to provide operational enhancements that result in the delivery of successful and innovative system. The process includes analysis of:

- Recreation facilities and programs and services
- Senior services
- Maintenance operations

Task 5.1 Deliverables:

- One summary findings memo, including tables of the operations and needs assessment

Task 5.2: Facility Priority Rankings

Our team will synthesize the findings from the community input, survey results, standards, demographics and trends analysis, park and facility inventory, and operations assessment into a quantified facility priority ranking. This priority listing will be compared against gaps or surplus in parks, facilities, and amenities. This will list and prioritize facility, infrastructure, and amenities needs for the Parks and Recreation system and provide guidance for a future CIP.

Task 5.2 Deliverables:

- Facility priority ranking table (Excel or PDF format)

Task 6: Comprehensive PROST Elements**Task 6.1: Park Classification and Level of Service Standards**

Kimley-Horn will work with the City to review and confirm, modify, or add to existing park classifications and preferred facility standards for all park sites, trails, and open space amenities including common areas and indoor and outdoor facilities. These classifications will consider size, population served, length of stay, and amenity types/services. Facility standards include level of service standards and the population served per recreational facilities and park amenities. Any new or modified classification or standard will be approved as required. These are based on regional, statewide, or nationally accepted standards, as well as our team's national experience and comparison with peer/survey agencies. These standards will be adapted based on the City's needs and expectations.

The Kimley-Horn team will incorporate the information gathered through inventory and community input meetings to measure the level of service currently being provided to the residents, stakeholders, and users of the City's Parks and Recreation system. The team will analyze how this information reconciles with community demographics, social determinants of health, active transportation systems, administrative boundaries and neighborhoods, etc. As part of the level of service analysis, the Kimley-Horn team will analyze and include relevant alternative recreation facilities and providers within the study area (i.e., schools, commercial recreational and fitness providers, and park and recreation facilities in nearby communities) to provide an analysis of duplication of services and to identify opportunities for collaborative efforts. The level of service analysis will also assess:

- The community's access to parks facilities
- Alternate providers' facilities (such as homeowner's associations, schools or agency-owned) that provide recreation access for the City's residents
- Trail access and future trail development

Task 6.1 Deliverables:

- Park classification analysis and recommendations
- One memo with level of service calculations and recommendations

Task 6.2: Geographic Analysis through Mapping

Our team will work with the City to determine appropriate GIS mapping. We will utilize GIS to perform geographical mapping to identify service area analysis for specific facilities and

programs. This includes mapping by classification and major amenities by facility standards as applied to population density and geographic areas. A service area is defined as a measured area around a park or amenity whose radius encompasses the population associated with the appropriate facility standard for each park classification and amenity. Using the facility standards and service areas provided by our team for each park and major facility type (amenity), a series of maps by each park classification and major amenities will be prepared. GIS will also be utilized to identify the '10-minute walk' area of current facilities and identify gaps. We will provide maps in digital format (Adobe Acrobat PDF format) and hard copy.

Task 6.2 Deliverables:

- Up to five maps in digital format (Adobe Acrobat PDF) or hard copy

Task 6.3: Capital Improvement Plan

The team recommends the development of a three-tier CIP that will assist the City in the inevitable and continuous rebalancing of priorities and their associated expenditures. Each tier reflects different assumptions about available resources.

➡ The **Critical Alternative** has plans for prioritized spending within existing budget targets and focuses on deferred maintenance and lifecycle replacement of assets and amenities within the existing parks system. The intention of this alternative is to refocus and make the most of existing resources with the primary goal being for the City to maintain high-quality services.

➡ The **Sustainable Alternative** describes the extra services or capital improvement that should be undertaken when additional funding is available. This includes strategically enhancing and renovating existing parks and facilities to better meet the park and recreational needs of the City of Snoqualmie residents that would require additional operational or capital funding. In coordination with the City's financial department, the Department would evaluate and analyze potential sources of additional revenue including, but not limited to, capital bond funding, partnerships, grants, and existing or new taxes.

➡ The **Visionary Alternative** represents the complete set of services and facilities desired by the community. It is fiscally unconstrained but can help provide policy guidance by illustrating the ultimate goals of the system and by providing a long-range look to address future needs and deficiencies. In the PROST Plan, the Visionary Alternative addresses complete renovations of aging parks and facilities and the development of new parks and facilities. Funding for visionary projects would be derived from partnerships, private investments, and new tax dollars.

Task 6.3 Deliverables:

- CIP including newly identified projects
- Total cost of ownership of the parks and recreation system

Task 6.4: Funding and Revenue Strategies

Funding strategies will be developed based in part on our review and analysis of the facilities as well as the national experience brought by our professionals. The Kimley-Horn team has identified numerous funding options that can potentially apply to the City of Snoqualmie. The funding strategies to be evaluated for recommendations may include:

- Fees and charges options and recommendations
- Endowments/non-profits' opportunities for supporting operational and capital costs
- Sponsorships to support programs, events, and facilities
- Partnerships with public/public partners, public/not-for-profit partners, and public/private partnerships
- Dedicated funding sources to support land acquisition and capital improvements
- Development agreements to support park acquisition, open space and park and facility development
- Earned Income options to support operational costs
- Land or facility leases to support operational and capital costs
- Identify grant opportunities and resources to construct parks and facilities identified in the PROST Plan including suggested timelines

Task 6.4 Deliverables:

- One summary memo of applicable funding and revenue strategies

Task 6.5: Develop PROST Plan Goals and Objectives

Our team will establish and prioritize the Department's goals, objectives, and policies. A status briefing will be presented to gain input and consensus on direction. The PROST Plan will be framed and prepared through coordination with staff. Utilizing direction from the City, action strategies will be established. Key recommendations and tactics that support each action strategy to its fullest outcome will be outlined in a strategy matrix with priorities, timelines, measurement, and teams within the City or external partners to focus on.

Task 6.5 Deliverables:

- One draft set of PROST Plan goals and objectives

Task 6.6: Strategic Action Plan Development

Upon consensus of all technical work, the remaining action plan will be completed with supporting strategies, actions, responsibilities, priorities/timelines, and cost estimates. These strategies will be classified as short-, mid-, or long-term strategies and priorities. This will be reviewed with senior Department staff. The team will propose a prioritization schedule and methodology used on successful master plans across the U.S. from their work. Action plans will be established in the following key areas:

- **Park and Land Acquisition** – Recommendations that provide for short- and long-term enhancement of park land acquisition in the city. This will include useable and workable definitions and recommendations for designated parks and facilities with acreages and parameters defined as appropriate.
- **Park and Facility Operations and Maintenance** – Recommendations that provide for short- and long-term enhancement of Department's park and facility management practices.
- **Programs and Services** – Recommendations that provide for short- and long-term development and maintenance of programs and services provided by the Department, including opportunities to improve meeting user needs.
- **Pricing** – Recommendations for user fee structure and appropriate levels of tax subsidy for current and proposed programs and services.

- **Financial and Budgetary Capacity Development** – Recommendations that provide for short- and long-term enhancement of the financial and budgetary capacity of the Department related to parks and lands.
- **Policies and Practices** – Specific policies and practices for the Department that will support the desired outcomes of the PROST Plan will be detailed.

Task 6.6 Deliverables:

- Strategic Action Plan for inclusion in the final document

Task 6.7: Draft Report Preparation

Kimley-Horn will prepare a draft PROST Plan with strategies considering all analyses performed and consider the fiscal and operational impacts to the Snoqualmie's Parks and Recreation system. The recommendations and prioritization of needs will be reviewed and discussed with the City in draft editable MS Word format and confirmed before fully formatted.

Task 6.7 Deliverables:

- One comprehensive draft PROST Plan document

Task 6.8: Final Mater Plan Document

Upon comment by all senior City staff and City Council, the team will revise the PROST Plan to reflect all input received. Once the draft PROST Plan is approved, Kimley-Horn will prepare a final summary report and present for final approval and adoption.

Task 6.8 Deliverables:

- One final PROST Plan document (electronic PDF or hard-copy version)



Key Personnel

As a national firm with a strong local presence, we understand the context of your project within the community fabric as well as the process involved in developing a successful plan update. Kimley-Horn has earned a reputation for combining creative ideas, technical excellence, and client collaboration resulting in dynamic projects that are harmonious with their environments and positively impact their surroundings. The organization chart below demonstrates our team structure and specifies individual roles and responsibilities.

Kimley-Horn commits the key personnel shown in our Statement of Qualifications (SOQ), including Project Manager Nick Chen, to the extent necessary to meet the City's project goals and objectives.

In this section, we have provided concise resumes to summarize the qualifications, experience, time commitment, and roles/responsibilities of our key personnel assigned to this project.



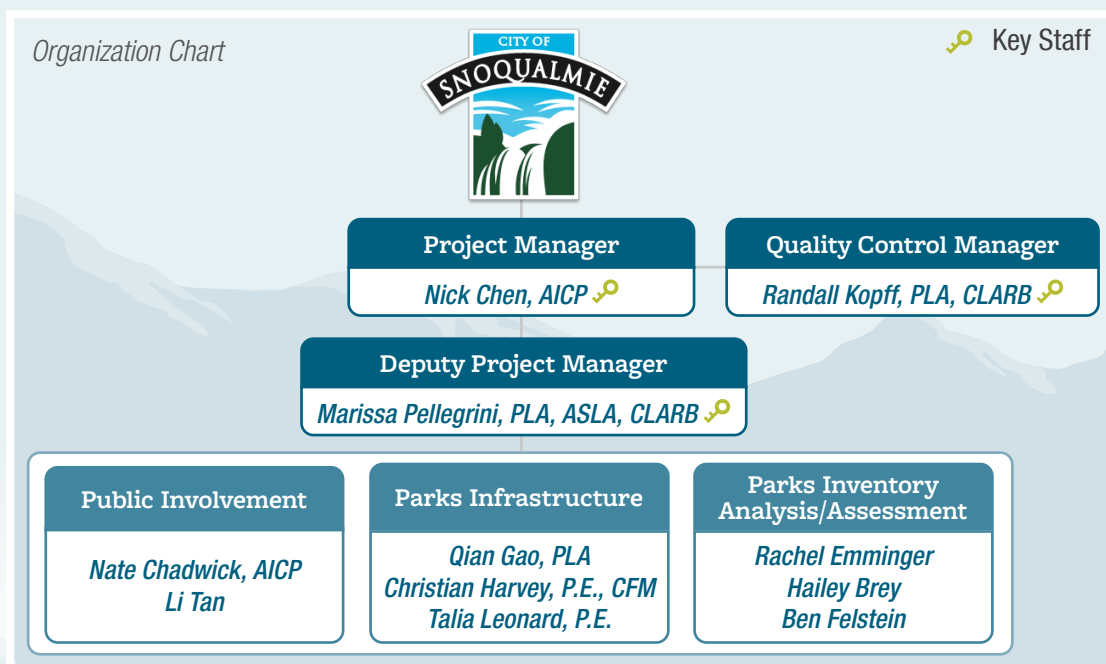
Snoqualmie, WA

The Kimley-Horn team will partner with the City to help you achieve the best results for the PROST Plan. With Kimley-Horn as your consultant, you get a team with the right resources that works with you—not just for you—to achieve project success.

 **6,800+**
people

 **110+**
offices

 **55+**
years





NICK CHEN, AICP

PROJECT MANAGER

% Time Committed to this Project: 40%

Nick will serve as the City's primary point of contact for this project and oversee all project activities to ensure the City's goals and objectives are met. Based in Seattle, Nick is an urban planner with a landscape architecture background. His work primarily consists of long-range strategic planning, community outreach, and entitlement specialist with experience working for both municipalities and private development clients on community visioning, priority setting, site investigation, due diligence, conceptual land use and site designs, and physical feasibility studies relating to regulatory and physical site characteristics. His work includes the disciplines of long-range planning, urban design, entitlement, community visioning, policy planning, and community outreach efforts focused in California and the Pacific Northwest but with experience across the nation.

Relevant Experience:

- City of Costa Mesa, Housing Element Update, Costa Mesa, CA
- City of Orange, Housing Element Update, Orange, CA
- County of San Bernardino, Community Plans Continuum, San Bernardino County, CA*
- Centennial, Mainplace Mall Specific Plan, Santa Ana, CA

** Prior to joining Kimley-Horn*



MARISSA PELLEGRINI, PLA, ASLA, CLARB

DEPUTY PROJECT MANAGER

% Time Committed to this Project: 40%

Marissa will serve as Deputy Project Manager and work closely with Nick throughout this project. She is a landscape architect and urban designer with 13 years of professional experience in landscape architecture and planning. Marissa possesses a deep portfolio of parks and recreation experience and specializes in parks and recreation projects, including master planning. She has managed, served as lead landscape architect, and led community outreach on a wide range of multidiscipline projects including systemwide plans, tournament facilities, park revitalization, and neighborhood, community, and regional parks and recreation facilities.

Relevant Experience:

- City of Casa Grande, Community Services Master Plan, Casa Grande, AZ
- City of Chandler, Parks Strategic Master Plan, Chandler, AZ
- City of Goodyear, Parks and Recreation Needs Assessment and Master Plan, Goodyear, AZ
- City of Scottsdale, Parks and Recreation Master Plan, Scottsdale, AZ

CREDENTIALS

- Master of Urban and Regional Planning, University of California, Irvine
- Bachelor of Landscape Architecture, California State Polytechnic University, Pomona
- American Institute of Certified Planners (AICP #029082)

CREDENTIALS

- Bachelor of Science, Landscape Architecture, Purdue University
- Professional Landscape Architect (PLA) in WA (#20118427), AZ, NV, and UT
- American Society of Landscape Architects (ASLA), Member
- Council of Landscape Architectural Registration Boards (CLARB)



RANDALL KOPFF, PLA, CLARB

QUALITY CONTROL MANAGER

% Time Committed to this Project: 30%

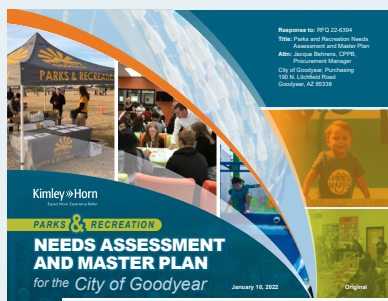
CREDENTIALS

- Bachelor of Science, Landscape Architecture, Ohio State University
- PLA in AZ, CA, NV, and OR
- CLARB

With more than two decades of professional experience, Randall has encompassed a wide variety of landscape architectural, planning, and graphic services on projects throughout the U.S. His skills include site inventory/analysis, master planning, design development, graphic presentations, 3-D modeling, project management, and detailed technical drawings. Randall utilizes his diverse project background to work closely with individual clients to interpret public input and ensure that the proper vision has been achieved throughout the planning and design implementation processes. As Quality Control Manager, Randall will be responsible for maintaining quality control and quality assurance of all Kimley-Horn team deliverables under this contract. He commits to working closely with the City to ensure that each of your goals and objectives is met or exceeded.

Relevant Experience:

- City of Hollister, Brigantino Park Master Plan, Hollister, CA
- City of Casa Grande, Community Services Master Plan, Casa Grande, AZ
- City of Palmdale, Parks and Recreations Master Plan, Palmdale, CA
- City of Littleton, Parks, Recreation, Open Space and Trails Feasibility Study, Littleton, CO
- City of Goodyear, Parks and Recreation Needs Assessment and Master Plan, Goodyear, AZ
- Jurupa Area Recreation and Park District, Parks and Recreation Master Plan, Jurupa Valley, CA



“ Kimley-Horn has exceeded the City’s expectations. Their master planning process was comprehensive and inclusive of all user groups and stakeholders. Their attention to detail is exceptional. The City has really appreciated their creativity, ability to listen and incorporate all stakeholders’ interests and level of professionalism they bring to the project every day.”

– Walt Kinsler, City of Goodyear Project Manager, Capital Improvement Projects Manager

Hourly Rates/Cost Proposal

Hourly Rates

| CLASSIFICATION | RATE |
|--------------------------|---------------|
| Analyst I | \$105 - \$135 |
| Analyst II | \$145 - \$170 |
| Professional | \$170 - \$195 |
| Senior Professional I | \$220 - \$280 |
| Senior Professional II | \$310 - \$375 |
| Senior Technical Support | \$100 - \$265 |
| Technical Support | \$90 - \$150 |
| Support Staff | \$75 - \$125 |

Cost Proposal

| TASK | COST (LUMP SUM) |
|---|--------------------|
| Task 1: Project Management and Meetings | \$22,600 |
| Task 2: Community Outreach | \$20,800 |
| Task 3: Demographics and Recreation Trends Analysis | \$4,200 |
| Task 4: Parks and Facilities Inventory and Assessment | \$30,100 |
| Task 5: Operations and Needs Assessment | \$10,500 |
| Task 6: Comprehensive PROST Plan Elements | \$53,900 |
| Expenses | \$6,500 |
| TOTAL | \$148,600 |

3. EXPERIENCE

Similar Projects

In this section, we demonstrate Kimley-Horn's ability to complete projects similar in scope and caliber to the proposed PROST Plan. Kimley-Horn has a long history of completing similar projects and adhering to our clients' schedule and budget requirements, while also providing a better overall experience. Our staff strive to make our experience working together a really positive one, with a focus on providing exceptional service and solutions. Our multidiscipline capabilities allow us to meet our clients' needs on any planning or engineering project, and we have extensive experience implementing meaningful public engagement programs.

With a portfolio of impressive parks and recreation planning and design experience, coupled with our knowledge of the local area, we are confident that we bring together a qualified team to successfully address your project needs.

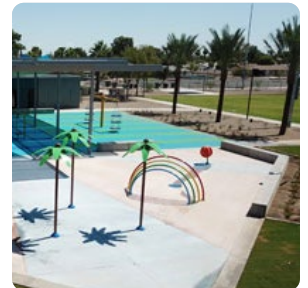
Town of Prescott Valley, Parks and Recreation Master Plan – Prescott Valley, AZ

Kimley-Horn was part of a consulting team preparing a Parks and Recreation Master Plan for the Town of Prescott Valley. The plan provided guidance and policy direction for the Prescott Valley Parks and Recreation Department's role in the community. A 10-year vision for department services was included within the plan that encompassed parks, facilities, recreational programming, art, cultural and special events, as well as open space and trails. The plan also included research, public involvement, and the development of recommendations for all aspects of Parks and Recreation operations. The resulting master plan included a strategic action plan with primary focus on short-term strategies that build success over the long term. Kimley-Horn's responsibilities for this project included leading the necessary facility assessments, CIP estimates, and implementation recommendations.



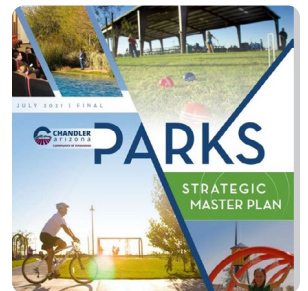
City of Casa Grande, Community Services Master Plan – Casa Grande, AZ

Kimley-Horn is part of the consultant team partnering with the City of Casa Grande to update the Community Services Master Plan, which will become a guiding document for the Community Services Department for the next 10 to 15 years. This project involves the completion of an extensive needs assessment, community input process, a citizen's survey, and a comprehensive evaluation of all existing facilities. The document will also include potential future land acquisition, financing options, park development, open space, trails, operations maintenance, library, golf, and recreational programming needs.



City of Chandler, Parks Strategic Master Plan – Chandler, AZ

Kimley-Horn developed a parks and recreation master plan for the City of Chandler. The strategic master plan enhanced the vision of the community while plotting the course for the future through concise, outcome-based recommendations which reflected the unique profile of both today's and tomorrow's residents. As part of the master plan, it was imperative to set quality standards for service levels, associated costs for operations and maintenance, and assign updated maintenance standards for the parks and facilities to move Chandler toward its goals of becoming the premier destination community in the region. The master plan effort included public outreach, a statistically valid survey, and site conditions assessments of over 60 parks and recreation facilities of varying size and programming. The plan provided guidance through clearly-defined, short-term and long-term strategies reflecting a financially sustainable balance of ambition and practicability.



City of Goodyear, Parks and Recreation Needs Assessment and Master Plan – Goodyear, AZ

Kimley-Horn is partnering with the City of Goodyear to develop a comprehensive 10-year Parks and Recreation Needs Assessment and Master Plan. The Master Plan will provide clear guidance on how to meet the demands for future recreational, programming, environmental, and maintenance needs, as well as to establish priorities for facility improvements, future park development, and land acquisitions. Kimley-Horn is collecting and analyzing data to develop a clear set of goals, policies, and standards for the City's park system, open space, trails, preserves, recreation facilities, and program development for the next 10 years.

**Sound Transit, Everett Link Extension (EVLE) and Operations and Maintenance Facility (OMF) North** – Seattle, WA

Kimley-Horn is leading a consultant team for Sound Transit's EVLE, a 16.3-mile six-station light rail extension extending north into Snohomish County. The project consists of pre-project planning work that will progress into project development, including the Draft and Final Environmental Impact Statement (EIS), and up to 30% engineering design. Kimley-Horn is responsible for overall project completion and is leading the planning and environmental project phases while overseeing and supporting engineering and public outreach and stakeholder engagement efforts. Since the EVLE started in 2020, the project team has held 22 meetings with the interagency group, including staff from Washington State Department of Transportation (WSDOT), Puget Sound Regional Council, the cities of Everett and Lynnwood, and Snohomish County; seven meetings with elected officials from local jurisdictions; and seven meetings with community representatives along with numerous one-on-one briefings with local governments and agencies. The technical team works closely with Sound Transit's Racial Equity Toolkit group to review the project's potential benefits and negative impacts to the historically underserved communities in Snohomish County. These tradeoffs are articulated in detailed technical analysis that the Kimley-Horn team prepared and compiled in a detailed technical memoranda summarizing the performance of stations and alignments on 38 measures and OMF sites on 22 measures.

City of Hollister, Brigantino Park Master Plan – Hollister, CA

Kimley-Horn is the overall project manager for the planning and design of improvements to the Water Reclamation Recreation Facility, also known as Brigantino Park. The park is located approximately two miles west of downtown Hollister, nestled between the San Benito River and the adjacent wooded hills, providing excellent opportunity for wildlife habitat and viewing opportunities. In addition to enhancing the park through these qualities, proposed upgrades to the park include design of a playground and splash pad, softball field fourplex, several soccer fields, sport courts, an event lawn, gateway features, pedestrian- and bicycle-centric plaza spaces, rentable shade pavilions, OMFs, restrooms, concessions, and enhanced connectivity via a pedestrian and bicycle bridge across the San Benito River. Responsibilities include overall project management, landscape architectural and urban design services, civil engineering for grading, erosion control plans, hydrology/hydraulics report, water quality technical report, and utility coordination.



4. REFERENCES

Our clients know that with Kimley-Horn, they experience better. How do we know this? They consistently tell us we deliver remarkable results and we're good people to work with—and we live for that. We invite you to contact them personally regarding our work history and quality of service.

Reference #1

Scott Drapkin, Assistant Director, City of Costa Mesa

77 Fair Drive, Costa Mesa, CA 92626 | 714.754.5278 | scott.drapkin@costamesaca.gov

Costa Mesa Housing Element Update, Costa Mesa, CA: This project was a General Plan Update to the Housing Element portion which included site-specific evaluation, directional goal and policy setting, and extensive community outreach.

Kimley-Horn worked with the City to ensure that the Housing Element update was in statutory compliance with all new State laws and presented findings and draft documents multiple times to community members, stakeholder groups, and decision-makers.

Reference #2

Nathan Torres, Parks and Recreation Director, City of Goodyear

1900 N Civic Square, Goodyear, AZ 85395 | 623.882.3121 | nathan.torres@goodyearaz.gov

Goodyear Parks, Recreation, Trails, and Open Space Master Plan, Goodyear, AZ: Kimley-Horn partnered with the City of Goodyear to develop a comprehensive 10-year Parks, Recreation, Open Space, and Trails Needs Assessment and Master Plan that enhanced the community's vision while plotting the course for the future through concise, outcome-based recommendations for today's and tomorrow's residents. This plan included a robust public engagement strategy that included a project-specific website, multiple public surveys, a statistically-valid survey, in-person and virtual public workshops, intercept surveys at various city festivals, multiple focus group meetings, and leadership interviews.

Reference #3

Mickey Ohland, Park Development and Operations Manager, City of Chandler

215 E. Buffalo Street, Chandler, AZ 85225 | 480.782.2743 | mickey.ohland@chandleraz.gov

City of Chandler Parks Strategic Master Plan, Chandler, AZ: Kimley-Horn developed a parks and recreation master plan for the City of Chandler. The strategic master plan enhanced the vision of the community while plotting the course for the future through concise, outcome-based recommendations which reflected the unique profile of current and future residents. The master plan effort included public outreach, a statistically valid survey, and site conditions assessments of over 60 parks and recreation facilities of varying size and programming. The plan provided guidance through clearly-defined, short-term and long-term strategies reflecting a financially sustainable balance of ambition and practicability.