



## PARKS & PUBLIC WORKS COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE REGULAR MEETING

Wednesday, January 04, 2023, at 5:00 PM

Snoqualmie City Hall, 38624 SE River Street & Zoom

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### COMMITTEE MEMBERS

Bryan Holloway, Chair

Jolyon Johnson, Councilmember

Ethan Benson, Councilmember

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

*This meeting will be conducted in person and remotely using teleconferencing technology provided by Zoom. Join by Telephone at 5:00 PM:* 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 at 5:00 PM:** 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.

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### CALL TO ORDER & ROLL CALL

### PUBLIC COMMENTS

### MINUTES

- [1.](#) Approval of minutes dated December 6, 2022

### AGENDA BILLS

- [2.](#) AB23-001: Awarding the Kimball Creek Lift Station Improvements
- [3.](#) AB23-002: Amendment with RH2 Engineering for Water Reclamation Facility Phase 3 Services

### DISCUSSION

### ADJOURNMENT



# **PARKS & PUBLIC WORKS COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE REGULAR MEETING MINUTES DECEMBER 6, 2022**

*This hybrid meeting was conducted in-person and remotely using teleconferencing technology provided by Zoom in accordance with Governor Inslee's Proclamation 20-28.*

## **CALL TO ORDER & ROLL CALL**

Committee Chair Holloway called the meeting to order 5:03 PM

## **Committee Members:**

Committee Chair Bryan Holloway, Councilmember Ethan Benson, and Councilmember Jolyon Johnson were present.

Mayor Katherine Ross was also in attendance.

## **City Staff:**

Mike Chambless, Parks & Public Works Director  
Joan Quade, Administrative Assistant  
Pat Fry, P.E., Project Engineer  
Mike Sauerwein, City Administrator  
Andrew Vining, P.E., Project Engineer  
Jimmie Betts IT Support

Drew Bouta, Finance Manager  
Jen Smith, Finance Director  
Don Harris, Fleet & Facilities Superintendent  
Mark Correia, Fire Chief  
Bob Sterbank, City Attorney

## **PUBLIC COMMENTS**

None

## **MINUTES**

November 22, 2022 minutes were approved as written.

## **DISCUSSION**

AB22-164: Approving the Purchase of (1) KME Fire Truck (Pumper)

Agenda bill was moved from Safety Committee to Parks & Public Works Committee

### **Non-consent: Add to Council Agenda under Reports**

A construction update was provided for the Sidewalk Repair/Replacement project.

## **ADJOURNMENT**

There being no further business to come before the Committee, Committee Chair Holloway adjourned the meeting at 5:26 PM.

*Minutes taken by Joan Quade, Administrative Assistant*

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

*Minutes approved at the \_\_\_\_ Parks & Events Commission Meeting*

DRAFT



# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

AB23-001  
January 9, 2023  
Choose an item.

Item 2.

## AGENDA BILL INFORMATION

|                                 |                                                                                                                                       |                                                                                                                                                                               |
|---------------------------------|---------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>TITLE:</b>                   | AB23-001: Awarding the Kimball Creek Lift Station Improvements                                                                        | <input type="checkbox"/> Discussion Only                                                                                                                                      |
| <b>PROPOSED COUNCIL ACTION:</b> | Adopt Resolution No. XXXX awarding the Kimball Creek Lift Station Improvements to Pease & Sons, Inc. and authorize the Mayor to sign. | <input checked="" type="checkbox"/> Action Needed:<br><input checked="" type="checkbox"/> Motion<br><input type="checkbox"/> Ordinance<br><input type="checkbox"/> Resolution |

|                |                          |                |                               |
|----------------|--------------------------|----------------|-------------------------------|
| <b>REVIEW:</b> | Department Director/Peer | Mike Chambless | 12/29/2022                    |
|                | Finance                  | Drew Bouta     | 12/28/2022                    |
|                | Legal                    | Anna Astrakhan | 12/16/2022                    |
|                | City Administrator       | Mike Sauerwein | Click or tap to enter a date. |

|                    |                                                                                                                                                                                                                                                                                                |                                        |            |
|--------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------|------------|
| <b>DEPARTMENT:</b> | Parks & Public Works                                                                                                                                                                                                                                                                           |                                        |            |
| <b>STAFF:</b>      | Andrew Vining                                                                                                                                                                                                                                                                                  |                                        |            |
| <b>COMMITTEE:</b>  | Parks & Public Works                                                                                                                                                                                                                                                                           | <b>COMMITTEE DATE:</b> January 4, 2023 |            |
| <b>MEMBERS:</b>    | Bryan Holloway                                                                                                                                                                                                                                                                                 | Ethan Benson                           | Jo Johnson |
| <b>EXHIBITS:</b>   | 1. Resolution No. XXXX with agreement attached<br>2. Figure: Flow Pattern to the WRF Headworks<br>3. Bid Results: Kimball Creek Lift Station Improvements<br>4. Letter from RH2 Engineering Recommending Bid Award to Pease & Sons, Inc.<br>5. CIP Excerpt: Water Reclamation Facility Phase 3 |                                        |            |

|                                |                                |
|--------------------------------|--------------------------------|
| <b>AMOUNT OF EXPENDITURE</b>   | \$ 1,231,307                   |
| <b>AMOUNT BUDGETED</b>         | \$ 13,357,000 (23-24 Biennium) |
| <b>APPROPRIATION REQUESTED</b> | \$ 0                           |

## SUMMARY

### INTRODUCTION

This agenda bill seeks adoption of Resolution XXXX awarding the Kimball Creek Lift Station Improvements project to Pease & Sons, Inc. Excessive flow cycling and spikes from Kimball Creek Lift Station create inefficiencies at the Water Reclamation Facility (WRF). The Kimball Creek Lift Station Improvements will replace one of the three pumps and upgrade all electrical gear to provide more efficient operations at the WRF.

### 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 Kimball Creek Lift Station Improvements as a part of WRF Phase 3.

## BACKGROUND

The Kimball Creek Lift Station is the largest lift station in the City and is located at the bottom of Snoqualmie Parkway. The lift station houses three pumps which convey all wastewater from Downtown and Snoqualmie Ridge directly to the WRF headworks. Originally constructed in 1997, the lift station consisted of two pumps and associated electrical gear. In 2012 a third pump was installed for added redundancy. All three pumps are equal size and far exceed the projected 2040 peak flow conditions. As a result, during periods of low flow conditions the lift station creates excessive flow cycling and spikes at the WRF which results in treatment inefficiency and excessive wear on equipment. This project will replace one of the three pumps with a smaller baseflow pump operated on a variable frequency drive (VFD) to smooth out the flow to the WRF. This project will also upgrade the original 1997 electrical gear with modern controls to allow for the WRF to communicate directly to the lift station. These improvements will increase efficiency throughout the WRF.

The Kimball Creek Lift Station Improvements was advertised to contractors for bidding on November 14<sup>th</sup>, 2022. Four bids were received, and the lowest bid was from Pease & Sons, Inc. for \$1,231,307 including tax. RH2 and City Staff determined Pease & Sons, Inc. to be the lowest responsive and responsible bidder. Due to long lead time on electrical gear and wet weather flow restrictions the project is currently on schedule for construction in spring 2024.

## ANALYSIS

The intent of this project is to increase efficiency at the WRF and replace aging equipment at the lift station. The lowest bid received was \$1,231,307 which is 5 percent below the engineers estimate of \$1,297,000. Early bidding and award of these improvements allows for the contractor to procure electrical equipment with long lead times. City Staff and RH2 Engineering have reviewed the bids and recommended awarding the Kimball Creek Lift Station Improvements to Pease & Sons, Inc.

## BUDGET IMPACTS

Administration recommends approving a contract with Pease & Sons, Inc. in the amount of \$1,231,307 to complete the Kimball Creek Lift Station improvements, which is a subproject of the larger Water Reclamation Facility Improvements – Phase 3 project. The City incorporated the larger project into the 2023-2028 Capital Improvement Plan (CIP) (see Exhibit #5) for a total project budget of \$15,262,217 and into the 2023-2024 Biennial Budget for a budget of \$13,357,000 during the biennium. When accounting for the expenditures previously incurred, the outstanding value of contracts previously approved, the value of this contract, and the value of the contract in AB23-002, the City has a remaining project budget of \$12,673,895 and remaining budget of \$11,256,317 for the biennium (please see the table below). Therefore, sufficient appropriation exists within the 2023-2024 Biennial Budget (Utilities Capital Fund #417) to fund the contract.

### *Water Reclamation Facility Improvements – Phase 3 Budget Table:*

|                                                  | Life-of-Project Budget<br>(Multiple Bienniums) | 2023-2024 Biennial Budget |
|--------------------------------------------------|------------------------------------------------|---------------------------|
| Beginning Budget                                 | \$ 15,262,217                                  | \$ 13,357,000             |
| Expenditures                                     | \$ (487,639)                                   | -                         |
| Outstanding Contract Value (Previously Approved) | \$ (711,376)                                   | \$ (711,376)              |
| Current Available Budget                         | \$ 14,063,202                                  | \$ 12,645,624             |
| Value of this Contract (AB23-001)                | \$ (1,231,307)                                 | \$ (1,231,307)            |
| Value of Contract in AB23-002                    | \$ (158,000)                                   | \$ (158,000)              |
| Available Budget after AB23-001 & AB23-002       | \$ 12,673,895                                  | \$11,256,317              |

**NEXT STEPS**

Following Council approval staff will work with the Mayor to execute the final contract agreement with Pease & Sons, Inc. The contractor is expected to begin electrical equipment submittal and procurement during winter 2023. Mechanical and electrical construction at the lift station is expected to occur spring 2024, following the wet season and following receipt of electrical gear. The lift station pump improvements will be operational by October 2024.

**PROPOSED ACTION**

Move to adopt Resolution No. XXXX awarding the Kimball Creek Lift Station Improvements to Pease & Sons, Inc. and authorize the Mayor to sign.

**RESOLUTION NO. XXXX****A RESOLUTION OF THE CITY COUNCIL OF CITY OF SNOQUALMIE, WASHINGTON DETERMINING THE LOWEST RESPONSIBLE, RESPONSIVE BIDDER, AND AWARDING A PUBLIC WORKS CONTRACT TO AND AUTHORIZING EXECUTION OF A CONTRACT WITH PEASE AND SONS, INC. FOR KIMBALL CREEK LIFT STATION 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 November 14th 2022, the City advertised the Kimball Creek Lift Station Improvements Project ("the Project") for bid, and four responsive bids were received; and

**WHEREAS**, the lowest responsive bid was from Pease and Sons, Inc. for \$1,231,307 including tax; and

**WHEREAS**, the City's consultant team has checked references and otherwise determined that Pease and Sons, 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 Pease and Sons, 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, Pease and Sons, Inc. is the lowest responsive, responsible bidder for the Kimball Creek Lift Station Improvements.

**Section 2. Award of Public Works Contract.** The contract for the Kimball Creek Lift Station Improvements project is hereby awarded to Pease and Sons, Inc. in accordance with its bid proposal.

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

Passed, by the City Council of the City of Snoqualmie, Washington, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Katherine Ross, Mayor

Attest:

\_\_\_\_\_  
Deana Dean, City Clerk

Approved as to form:

\_\_\_\_\_  
Bob C. Sterbank, City Attorney



**Section 00 05 00 AGREEMENT**

**KIMBALL CREEK LIFT STATION IMPROVEMENTS**

THIS AGREEMENT is made on this \_\_\_\_\_, 2023 between the City of Snoqualmie ("City"), a municipal corporation located in the State of Washington and Pease & Sons, Inc., ("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 **"Kimball Creek Lift Station Improvements: Bid Proposal, Contract Documents and Specifications, Vol. I of II,"** 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), Technical Provisions, Appendices A & B, Addenda 1 & 2, and any project drawings or plans.
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 \$1,231,307 including sales tax, 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 50 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 \$4,000 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.

00 05 00 - 1  
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.

00 05 00 - 2  
Contract

CITY OF SNOQUALMIE  
KIMBALL CREEK LIFT STATION IMPROVEMENTS

Item 2.

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")

PEASE & SONS, INC.

By \_\_\_\_\_

By \_\_\_\_\_

Typed Name: Katherine Ross\_\_\_\_\_

Typed Name \_\_\_\_\_

Its: Mayor\_\_\_\_\_

Its \_\_\_\_\_

Phone: \_\_\_\_\_

Phone: \_\_\_\_\_

Fax: \_\_\_\_\_

Fax: \_\_\_\_\_

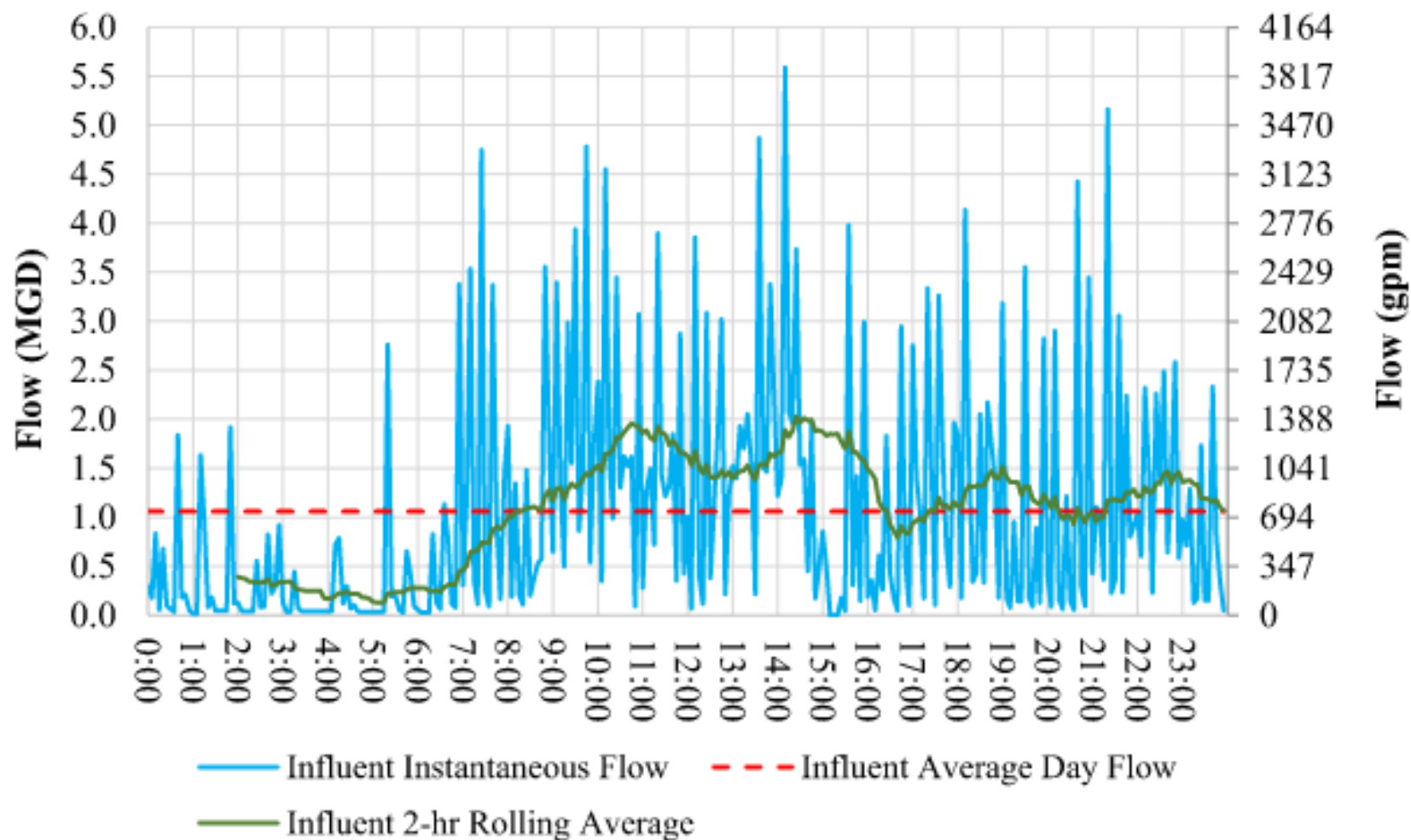
Date: \_\_\_\_\_

Date: \_\_\_\_\_

WA Contractor's License No.

PEASES\*302PO

00 05 00 - 3  
Contract



**Figure 1**  
**Typical Dry Weather Influent Flow Pattern to the WRF Headworks (August 2014)**

## City of Snoqualmie Kimball Creek Lift Station Improvements

Bid Tabulation  
12/13/2022

| Bid Item              | Description                                                                      | Matl Units | Quantity | Engineer's Estimate |             | Northwest Cascade, Inc. |             | Award Construction, Inc. |             | Gary Harper Construction |             | Pease & Sons, Inc. |             |
|-----------------------|----------------------------------------------------------------------------------|------------|----------|---------------------|-------------|-------------------------|-------------|--------------------------|-------------|--------------------------|-------------|--------------------|-------------|
|                       |                                                                                  |            |          | Unit Price          | Total Cost  | Unit Price              | Total Cost  | Unit Price               | Total Cost  | Unit Price               | Total Cost  | Unit Price         | Total Cost  |
| 1                     | Mobilization, Demobilization, Site Preparation, and Clean Up (10% Max. of Total) | LS         | 1        | \$108,500           | \$108,500   | \$ 131,332              | \$ 131,332  | \$ 100,000               | \$ 100,000  | \$ 130,000               | \$ 130,000  | \$ 109,800         | \$ 109,800  |
| 2                     | Utility Potholing                                                                | EA         | 2        | \$750               | \$1,500     | \$ 1,000                | \$ 2,000    | \$ 3,000                 | \$ 6,000    | \$ 1,200                 | \$ 2,400    | \$ 597             | \$ 1,193    |
| 3                     | Temporary Bypass of Sewage                                                       | LS         | 1        | \$81,000            | \$81,000    | \$ 279,000              | \$ 279,000  | \$ 160,000               | \$ 160,000  | \$ 293,500               | \$ 293,500  | \$ 62,291          | \$ 62,291   |
| 4                     | Structural                                                                       | LS         | 1        | \$70,500            | \$70,500    | \$ 27,000               | \$ 27,000   | \$ 40,000                | \$ 40,000   | \$ 33,000                | \$ 33,000   | \$ 44,480          | \$ 44,480   |
| 5                     | Pumps and Motors                                                                 | LS         | 1        | \$140,500           | \$140,500   | \$ 180,000              | \$ 180,000  | \$ 160,000               | \$ 160,000  | \$ 175,800               | \$ 175,800  | \$ 165,644         | \$ 165,644  |
| 6                     | Mechanical                                                                       | LS         | 1        | \$220,000           | \$220,000   | \$ 216,000              | \$ 216,000  | \$ 165,000               | \$ 165,000  | \$ 204,500               | \$ 204,500  | \$ 204,635         | \$ 204,635  |
| 7                     | Electrical Site Work                                                             | LS         | 1        | \$5,000             | \$5,000     | \$ 10,500               | \$ 10,500   | \$ 8,000                 | \$ 8,000    | \$ 5,100                 | \$ 5,100    | \$ 1,193           | \$ 1,193    |
| 8                     | Electrical and Automatic Control                                                 | LS         | 1        | \$517,500           | \$517,500   | \$ 440,000              | \$ 440,000  | \$ 448,000               | \$ 448,000  | \$ 461,900               | \$ 461,900  | \$ 494,941         | \$ 494,941  |
| 9                     | Testing, Startup and Training                                                    | LS         | 1        | \$14,000            | \$14,000    | \$ 14,000               | \$ 14,000   | \$ 14,000                | \$ 14,000   | \$ 14,000                | \$ 14,000   | \$ 14,000          | \$ 14,000   |
| 10                    | Construction Records                                                             | LS         | 1        | \$7,500             | \$7,500     | \$ 7,500                | \$ 7,500    | \$ 7,500                 | \$ 7,500    | \$ 7,500                 | \$ 7,500    | \$ 7,500           | \$ 7,500    |
| 11                    | Minor Change                                                                     | EST        | 1        | \$25,000            | \$25,000    | \$ 25,000               | \$ 25,000   | \$ 25,000                | \$ 25,000   | \$ 25,000                | \$ 25,000   | \$ 25,000          | \$ 25,000   |
| CONSTRUCTION SUBTOTAL |                                                                                  |            |          |                     | \$1,191,000 |                         | \$1,332,332 |                          | \$1,133,500 |                          | \$1,352,700 |                    | \$1,130,677 |
| Tax at 8.9%           |                                                                                  |            |          |                     | \$105,999   |                         | \$118,578   |                          | \$100,882   |                          | \$120,390   |                    | \$100,630   |
| CONSTRUCTION TOTAL    |                                                                                  |            |          |                     | \$1,297,000 |                         | \$1,450,910 |                          | \$1,234,382 |                          | \$1,473,090 |                    | \$1,231,307 |



December 16, 2022

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

Sent via: Email

**Subject: Evaluation of Bids and Recommendation of Award for the  
Kimball Creek Lift Station Improvements Project**

Dear Mr. Vining:

This letter presents RH2 Engineering, Inc.'s (RH2) recommendation of award and summarizes RH2's review of the four bids received on December 13, 2022, for the City of Snoqualmie's (City) Kimball Creek Lift Station Improvements project.

Pease & Sons, Inc., is the apparent low bidder. Their bid total is \$1,130,677 (excluding Washington State Sales Tax). The low bid for the project is approximately 5.1-percent below RH2's opinion of probable construction cost of \$1,191,000.00 (excluding Washington State tax). A copy of the bid tabulation is attached. All required bid forms have been completed by Pease & Sons, and their bid has been determined to be responsive.

To verify responsibility, the lowest two bidders were required to submit their Bidder Qualification criteria per the requirements of Section 00 04 00 within 72 hours of the bid opening. Both Pease & Sons, Inc., and Award Construction complied with this requirement. RH2 has evaluated Pease & Sons qualifications submittal.

Based on the contract language and requirements, RH2 considers Pease & Sons' proposal to comply with the contract requirements and we recommend award of the Kimball Creek Lift Station Improvements project to Pease & Sons, Inc.

Sincerely,

**RH2 ENGINEERING, INC.**

**Edwin Halim, PE**

Project Manager

EH/sp

Attachments: Bid Tabulation

**WASHINGTON  
LOCATIONS**

Bellingham  
Bothell (Corporate)  
East Wenatchee  
Issaquah  
Richland  
Tacoma

**OREGON  
LOCATIONS**

Medford  
Portland

**IDAHO  
LOCATIONS**

Nampa

City of Snoqualmie Kimball Creek Lift Station Improvements

Bid Tabulation  
12/13/2022

| Bid Item              | Description                                                                      | Matl Units | Quantity | Engineer's Estimate |             | Northwest Cascade, Inc. |             | Award Construction, Inc. |             | Gary Harper Construction |             | Pease & Sons, Inc. |             |
|-----------------------|----------------------------------------------------------------------------------|------------|----------|---------------------|-------------|-------------------------|-------------|--------------------------|-------------|--------------------------|-------------|--------------------|-------------|
|                       |                                                                                  |            |          | Unit Price          | Total Cost  | Unit Price              | Total Cost  | Unit Price               | Total Cost  | Unit Price               | Total Cost  | Unit Price         | Total Cost  |
| 1                     | Mobilization, Demobilization, Site Preparation, and Clean Up (10% Max. of Total) | LS         | 1        | \$108,500           | \$108,500   | \$ 131,332              | \$ 131,332  | \$ 100,000               | \$ 100,000  | \$ 130,000               | \$ 130,000  | \$ 109,800         | \$ 109,800  |
| 2                     | Utility Potholing                                                                | EA         | 2        | \$750               | \$1,500     | \$ 1,000                | \$ 2,000    | \$ 3,000                 | \$ 6,000    | \$ 1,200                 | \$ 2,400    | \$ 597             | \$ 1,193    |
| 3                     | Temporary Bypass of Sewage                                                       | LS         | 1        | \$81,000            | \$81,000    | \$ 279,000              | \$ 279,000  | \$ 160,000               | \$ 160,000  | \$ 293,500               | \$ 293,500  | \$ 62,291          | \$ 62,291   |
| 4                     | Structural                                                                       | LS         | 1        | \$70,500            | \$70,500    | \$ 27,000               | \$ 27,000   | \$ 40,000                | \$ 40,000   | \$ 33,000                | \$ 33,000   | \$ 44,480          | \$ 44,480   |
| 5                     | Pumps and Motors                                                                 | LS         | 1        | \$140,500           | \$140,500   | \$ 180,000              | \$ 180,000  | \$ 160,000               | \$ 160,000  | \$ 175,800               | \$ 175,800  | \$ 165,644         | \$ 165,644  |
| 6                     | Mechanical                                                                       | LS         | 1        | \$220,000           | \$220,000   | \$ 216,000              | \$ 216,000  | \$ 165,000               | \$ 165,000  | \$ 204,500               | \$ 204,500  | \$ 204,635         | \$ 204,635  |
| 7                     | Electrical Site Work                                                             | LS         | 1        | \$5,000             | \$5,000     | \$ 10,500               | \$ 10,500   | \$ 8,000                 | \$ 8,000    | \$ 5,100                 | \$ 5,100    | \$ 1,193           | \$ 1,193    |
| 8                     | Electrical and Automatic Control                                                 | LS         | 1        | \$517,500           | \$517,500   | \$ 440,000              | \$ 440,000  | \$ 448,000               | \$ 448,000  | \$ 461,900               | \$ 461,900  | \$ 494,941         | \$ 494,941  |
| 9                     | Testing, Startup and Training                                                    | LS         | 1        | \$14,000            | \$14,000    | \$ 14,000               | \$ 14,000   | \$ 14,000                | \$ 14,000   | \$ 14,000                | \$ 14,000   | \$ 14,000          | \$ 14,000   |
| 10                    | Construction Records                                                             | LS         | 1        | \$7,500             | \$7,500     | \$ 7,500                | \$ 7,500    | \$ 7,500                 | \$ 7,500    | \$ 7,500                 | \$ 7,500    | \$ 7,500           | \$ 7,500    |
| 11                    | Minor Change                                                                     | EST        | 1        | \$25,000            | \$25,000    | \$ 25,000               | \$ 25,000   | \$ 25,000                | \$ 25,000   | \$ 25,000                | \$ 25,000   | \$ 25,000          | \$ 25,000   |
| CONSTRUCTION SUBTOTAL |                                                                                  |            |          |                     | \$1,191,000 |                         | \$1,332,332 |                          | \$1,133,500 |                          | \$1,352,700 |                    | \$1,130,677 |
| Tax at 8.9%           |                                                                                  |            |          |                     | \$105,999   |                         | \$118,578   |                          | \$100,882   |                          | \$120,390   |                    | \$100,630   |
| CONSTRUCTION TOTAL    |                                                                                  |            |          |                     | \$1,297,000 |                         | \$1,450,910 |                          | \$1,234,382 |                          | \$1,473,090 |                    | \$1,231,307 |



## 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  
 Years Project in CIP: 1  
 Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## 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           | \$ -        | \$ -        | \$ -        | \$ -           |
| <b>TOTAL</b>       | <b>100%</b> | <b>\$ 15,262,217</b>  | <b>\$ 532,217</b> | <b>\$ 2,805,000</b> | <b>\$ 10,552,000</b> | <b>\$ 1,373,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>    |
| 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          | \$ -        | \$ -        | \$ -        |
| <b>TOTAL</b>                               | <b>\$ 15,262,217</b> | <b>\$ 532,217</b>    | <b>\$ 2,805,000</b> | <b>\$ 10,552,000</b> | <b>\$ 1,373,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

## 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

**AB23-002**  
**January 9, 2023**

Choose an item.

Item 3.

## AGENDA BILL INFORMATION

|                                 |                                                                                          |                                                                                                                                                                               |
|---------------------------------|------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>TITLE:</b>                   | AB23-002: Amendment with RH2 Engineering for Water Reclamation Facility Phase 3 Services | <input type="checkbox"/> Discussion Only                                                                                                                                      |
| <b>PROPOSED COUNCIL ACTION:</b> | Approve an amendment to the design services agreement with RH2 Engineering.              | <input checked="" type="checkbox"/> Action Needed:<br><input checked="" type="checkbox"/> Motion<br><input type="checkbox"/> Ordinance<br><input type="checkbox"/> Resolution |

|                |                          |                |                               |
|----------------|--------------------------|----------------|-------------------------------|
| <b>REVIEW:</b> | Department Director/Peer | Mike Chambless | 12/29/2022                    |
|                | Finance                  | Drew Bouta     | 12/28/2022                    |
|                | Legal                    | Anna Astrakhan | 12/19/2022                    |
|                | City Administrator       | Mike Sauerwein | Click or tap to enter a date. |

|                    |                                                                                              |                                        |            |
|--------------------|----------------------------------------------------------------------------------------------|----------------------------------------|------------|
| <b>DEPARTMENT:</b> | Parks & Public Works                                                                         |                                        |            |
| <b>STAFF:</b>      | Andrew Vining                                                                                |                                        |            |
| <b>COMMITTEE:</b>  | Parks & Public Works                                                                         | <b>COMMITTEE DATE:</b> January 4, 2023 |            |
| <b>MEMBERS:</b>    | Bryan Holloway                                                                               | Ethan Benson                           | Jo Johnson |
| <b>EXHIBITS:</b>   | 1. Amendment to RH2 Services Agreement<br>2. CIP Excerpt: Water Reclamation Facility Phase 3 |                                        |            |

|                                |                                |
|--------------------------------|--------------------------------|
| <b>AMOUNT OF EXPENDITURE</b>   | \$ 158,000                     |
| <b>AMOUNT BUDGETED</b>         | \$ 13,357,000 (23-24 Biennium) |
| <b>APPROPRIATION REQUESTED</b> | \$ 0                           |

## SUMMARY

### INTRODUCTION

This agenda bill seeks to amend the existing services agreement with RH2 Engineering for the Water Reclamation Facility (WRF) Phase 3 to include engineering support services during construction and Supervisory Control and Data Acquisition (SCADA) Programming of the Kimball Creek Lift Station Improvements. These improvements will increase efficiency at the WRF and replace aging equipment at the Kimball Creek Lift Station.

### LEGISLATIVE HISTORY

The original contract with RH2 Engineering was approved by Council on February 28, 2022 under [AB22-031](#) to complete preliminary design of the WRF Phase 3 Improvements which included preliminary and final design of the Kimball Creek Lift Station Improvements. On August 22, 2022 under [AB22-108](#) Council Approved Amendment No. 1 to the services agreement to include services during bidding of the Kimball Creek Lift Station Improvements.

## BACKGROUND

The City's General Sewer Plan identified multiple projects for the Phase 3 of the WRF Improvements including the Kimball Creek Lift Station Project. This project will replace one of the three pumps with a smaller baseflow pump operated on a variable frequency drive (VFD) to smooth out the flow to the WRF. This project will also upgrade the original 1997 electrical gear with modern controls to allow for the WRF to communicate directly to the lift station. These improvements will increase efficiency throughout the WRF.

The City contracted with RH2 in February 2022 to complete design of the WRF Phase 3 including the Kimball Creek Lift Station Improvements. The design work began in February 2022 and the Kimball Creek Lift Station Improvements was advertised to bidders on November 14<sup>th</sup>, 2022. Early bidding and award of these improvements allows for the contractor to procure electrical equipment with long lead times. Engineering support for this work is scheduled to begin in winter 2023 as the contractor begins submittals for early equipment procurement.

Below is summary of the current and proposed engineering services related to the Kimball Creek Lift Station Improvements:

- Task 3 – Preliminary and Final Design of Kimball Creek Lift Station (Completed under original contract)
- Task 5 – Services During Bidding for Kimball Creek Lift Station (Completed under Amendment 1)
- Task 9 – Services During Construction for Kimball Creek Lift Station (Proposed Amendment 2)
- Task 10 – Supervisory Control and Data Acquisition (SCADA) Programming for Kimball Creek Lift Station (Proposed Amendment 2)

## ANALYSIS

The intent of this project is to increase efficiency at the WRF and replace aging equipment at the lift station. Early bidding and award of these improvements allows for the contractor to procure electrical equipment with long lead times. Engineering support for this work is scheduled to begin in winter 2023 as the contractor begins submittals for early equipment procurement. These tasks were anticipated at the time of the original contract and the fee is consistent with original project budget estimates.

## BUDGET IMPACTS

Administration recommends approving a contract with RH2 Engineering in the amount of \$158,000 to provide engineering support services for the Kimball Creek Lift Station improvements, which is a subproject of the larger Water Reclamation Facility Improvements – Phase 3 project. The City incorporated the larger project into the 2023-2028 Capital Improvement Plan (CIP) (see Exhibit #2) for a total project budget of \$15,262,217 and into the 2023-2024 Biennial Budget for a budget of \$13,357,000 during the biennium. When accounting for the expenditures previously incurred, the outstanding value of contracts previously approved, the value of this contract, and the value of the contract in AB23-001, the City has a remaining project budget of \$12,673,895 and remaining budget of \$11,256,317 for the biennium (please see the table below or on the next page). Therefore, sufficient appropriation exists within the 2023-2024 Biennial Budget (Utilities Capital Fund #417) to fund the contract.

**Water Reclamation Facility Improvements – Phase 3 Budget Table:**

|                                                                | <b>Life-of-Project Budget</b><br><i>(Multiple Bienniums)</i> | <b>2023-2024 Biennial Budget</b> |
|----------------------------------------------------------------|--------------------------------------------------------------|----------------------------------|
| <b>Beginning Budget</b>                                        | <b>\$ 15,262,217</b>                                         | <b>\$ 13,357,000</b>             |
| <b>Expenditures</b>                                            | <b>\$ (487,639)</b>                                          | <b>-</b>                         |
| <b>Outstanding Contract Value</b> <i>(Previously Approved)</i> | <b>\$ (711,376)</b>                                          | <b>\$ (711,376)</b>              |
| <b>Current Available Budget</b>                                | <b>\$ 14,063,202</b>                                         | <b>\$ 12,645,624</b>             |
| <b>Value of this Contract</b> <i>(AB23-002)</i>                | <b>\$ (158,000)</b>                                          | <b>\$ (158,000)</b>              |
| <b>Value of Contract in AB23-001</b>                           | <b>\$ (1,231,307)</b>                                        | <b>\$ (1,231,307)</b>            |
| <b>Available Budget after AB23-001 &amp; AB23-002</b>          | <b>\$ 12,673,895</b>                                         | <b>\$11,256,317</b>              |

**NEXT STEPS**

Following Council approval staff will work with the Mayor to execute Amendment No. 2 with RH2 Engineering. RH2 will begin submittal review for early equipment procurement in winter 2023. Mechanical and electrical construction at the lift station is expected to occur spring 2024, following the wet season and following receipt of electrical gear. The lift station pump improvements will be operational by October 2024 following commissioning and SCADA programming.

**PROPOSED ACTION**

Move to approve an amendment to the WRF Phase 3 design services agreement with RH2 Engineering.

CITY OF SNOQUALMIE  
 AGREEMENT FOR CONSULTANT SERVICES  
 Amendment No. 2  
 Water Reclamation Facility Phase 3 Improvements

This Amendment No. 2 to Agreement for Consulting Services is entered into this \_\_\_\_ day of January, 2023 by and between the City of Snoqualmie, a Washington municipal corporation (“City”) and RH2 Engineering, Inc., a Washington corporation (“Consultant”). City and Consultant are collectively referred to herein as “the Parties.”

**WHEREAS**, the City and Consultant previously entered into an Agreement for Consultant Services on March 1, 2022 (“Agreement”), which provided for Consultant to complete preliminary design of the WRF Phase 3 improvements; and

**WHEREAS**, on August 22, 2022, Council approved Amendment No. 1 to the Agreement that included final project design, permitting and support during bidding; and

**WHEREAS**, the City has requested Consultant to provide additional services including engineering support services during construction of the Kimball Creek Lift Station Improvements and Supervisory Control and Data Acquisition (SCADA) Programming of the Kimball Creek Lift Station Improvements; and

**WHEREAS**, Consultant has the resources and capability to perform this work and has provided a scope of work and an hour and fee estimate for such additional work;

**NOW, THEREFORE**, the parties herein do mutually agree as follows:

**Section 1. Scope of Work Amended.** Exhibit A (“Scope of Work”) to the March 1, 2022 Agreement is hereby amended to add the additional work tasks set forth in Exhibit A to this Amendment No. 2.

**Section 2. Compensation Amended.** Section 2 of the March 1, 2022 Agreement (“Compensation”) is hereby amended to increase the total compensation to be paid Consultant for the work from \$1,197,104 to \$1,355,104.

**Section 3. Exhibit B (“Compensation”) Amended.** Exhibit B to the March 1, 2022 Agreement is hereby amended to add the additional compensation and fee details set forth in Exhibit B to this Amendment No. 2.

CITY OF SNOQUALMIE,  
WASHINGTON

By: \_\_\_\_\_

Its: Mayor

Date: \_\_\_\_\_

CONSULTANT – RH2.

By: \_\_\_\_\_

Typed/Printed Name: \_\_\_\_\_

Its: \_\_\_\_\_

Date: \_\_\_\_\_

ATTEST:

Deana Dean, City Clerk

Date: \_\_\_\_\_

APPROVED AS TO FORM:

Bob C. Sterbank, City Attorney

Date: \_\_\_\_\_

**EXHIBIT A**  
**Scope of Work**  
**Amendment No. 2**  
**City of Snoqualmie**  
**Water Reclamation Facility Phase 3 Improvements**  
**Kimball Creek Lift Station Services During Construction**  
December 2022

---

## **Background**

The City of Snoqualmie (City) owns and operates the Water Reclamation Facility (WRF) and the Kimball Creek Lift Station (LS). To accommodate projected flows and loads, handle replacement of aging components installed over 20 years ago, and meet regulatory requirements, the City's 2021 *General Sewer Plan* (GSP) identified multiple projects for Phase 3 of the WRF Improvements and the Kimball LS. These projects will be sequenced to mitigate impacts to the existing facility and promote efficient construction. RH2 Engineering, Inc., (RH2) envisions this work as generally combined into the following two construction projects. RH2 completed the design of the improvements for the Kimball Creek LS in November 2022.

The previous Scope of Work included the following tasks:

- Task 1 – Project Management**
- Task 2 – Preliminary Design of Major WRF Improvements**
- Task 3 – Preliminary and Final Design of Kimball Creek LS**
- Task 4 – Management Reserve**
- Task 5 – Services During Bidding (SDB) for Kimball Creek LS**
- Task 6 – Final Design of Major WRF Improvements**
- Task 7 – Washington State Department of Ecology (Ecology) Review and City Permitting for Major WRF Improvements**
- Task 8 – SDB for Major WRF Improvements**

This Scope of Work includes the addition of the following tasks:

- Task 9 – Services During Construction (SDC) for Kimball Creek LS**
- Task 10 – Supervisory Control and Data Acquisition (SCADA) Programming for Kimball Creek LS**

Future tasks include the following:

- Task 11 – SDC Major WRF Improvements**
- Task 12 – SCADA Programming for Major WRF Improvements**
- Task 13 – Preliminary Design for Minor WRF Improvements (as identified in the GSP)**

This Scope of Work captures elements for SDC for the Kimball Creek LS project.

## Task 9 – Services During Construction for Kimball Creek LS

**Objective:** Provide engineering services during construction for the Kimball Creek LS improvements project to the level of effort stated in the Fee Estimate. *If additional effort is needed, that extra work will be mutually determined by the City and RH2.*

### Approach:

- 9.1 Attend Pre-Construction Meeting: Prepare pre-construction meeting agenda. Send notice of meeting location, date and time, and agenda to invitees. Facilitate the meeting. Prepare meeting minutes and distribute to attendees. Provide hard copies of the plans and specifications for use by the City, contractor, and RH2 during construction.
- 9.2 Provide Construction Document Reviews: Consult with the City on construction costs, scheduling, and constructability issues. Review shop drawings and catalog submittals for items requested in the technical specifications. Provide a written response to the contractor and the City accepting or rejecting each shop drawing and reviewed catalog submittal. Review written requests for information (RFIs) and change order proposals, and provide written responses to the contractor and the City. Review the contractor-provided operations and maintenance (O&M) manuals for consistency with installed valves and instrumentation.
- 9.3 Coordinate Temporary Pumping Startup Activities: Coordinate with the City and contractor for the contractor's set up of the temporary bypass of the sewage system. Attend two (2) site visits, one (1) each for the contractor's completed set up of the system and prior to commissioning the temporary pumping. Coordinate with the City and contractor for the scheduled testing and startup activities. *This coordination will include the review and supplementation of the testing protocols developed by the contractor and temporary pump representatives, and review of the tests and request for corrections.* Review and supplement startup protocols developed by the contractor and manufacturers' representatives.
- 9.4 Provide On-Site Observations and Attend Construction Progress Meetings: Provide up to fifty (50) on-site construction observations and attend up to ten (10) construction progress meetings as requested by the City. Prepare a construction observation report for each visit and meeting agenda and minutes for the construction progress meetings.
- 9.5 Attend City and RH2 Construction Coordination Meetings: Attend up to ten (10) meetings to occur between RH2 and the City prior to the construction progress meetings. These meetings will review the construction progress meeting agenda and cover design issues during construction. *It is assumed these meetings will be held virtually.*
- 9.6 Attend Startup and Final On-Site Observation: Provide on-site observation to document activities and coordinate with the City and contractor during startup. Discuss with the City and contractor work that has not been completed by the contractor (punch list) and discuss contractor rectification. Attend final on-site observation with the City and prepare a letter of recommendation for project acceptance to the City.

- 9.7 Prepare Construction Record Drawings: Obtain contractor and City construction field records. Review field records, including RH2's, and revise the design plan drawings to construction record plan drawings.

**Assumptions:**

- *The City will be the primary point of contact for the general contractor during construction. RH2 will provide daily construction observation services for up to fifty (50) days.*
- *The City will review monthly pay requests by the contractor. RH2's support of the pay request process will be limited to assisting the City's tracking of schedule of values progress.*
- *The observation for the grouting around the pre-rotation basin for Pump No. 1 is included in one of the on-site observations task.*
- *RH2 is not responsible for site safety, for determining means and methods, or for directing the contractor in their work.*

**Provided by City:**

- Meeting space and attendance at the pre-construction meeting and the construction progress meetings.
- Primary point of contact for the general contractor.
- Construction documentation correspondence and construction activities scheduling coordination with RH2.
- Review and process payments to the contractor.
- Contractor and City construction field records.

**RH2 Deliverables:**

- One (1) PDF and one (1) Word file (for the City) of the pre-construction meeting agenda and hard copies for attendees.
- Notice to invitees of the pre-construction meeting location, date, and time.
- One (1) PDF and one (1) Word file (for the City) of the weekly construction meeting agenda and hard copies for attendees.
- One (1) hard copy, one (1) PDF, and one (1) Word file of the pre-construction meeting minutes.
- One (1) hard copy, one (1) PDF, and one (1) Word file of the weekly construction meeting minutes.
- Two (2) full-size hard copies and two (2) half-size hard copies of the bid-ready construction plans, two (2) hard copies of the bid-ready construction specifications and appendices, and one (1) PDF of the bid-ready construction plans, specifications, and appendices for the contractor.



- Five (5) hard copies, one (1) PDF, and one (1) Word file (specifications) of the bid-ready construction plans (half-size), specifications, and appendices for the City and RH2.
- Written responses for contractor-provided shop drawings and submittals, O&M manuals, RFIs, and change orders in PDF format.
- Construction observation reports in PDF and Word formats.
- Written responses to contractor-provided testing and startup protocols and for requests to contractor for correction in PDF format.
- Startup checklists and summaries of startup results in PDF and Excel formats.
- Written punchlist to contractor and one (1) hard copy, one (1) PDF, and one (1) Word file for the City.
- One (1) hard copy, one (1) PDF, and one (1) Word file of letter of recommendation for project acceptance to the City.
- Two (2) full-size hard copies, one (1) PDF, and AutoCAD .dwg files of the construction record plan drawings.
- Attendance at factory testing, field testing, startup, and commissioning.

## Task 10 – SCADA Programming for Kimball Creek LS

**Objective:** Provide software services for the new Kimball Creek LS control panel equipment, factory testing, commissioning, startup, and training.

- 10.1 Prepare SCADA Control Strategy: Document supervisory control and data acquisition (SCADA) control strategy in a technical memorandum for approval by City project staff.
- Identify standards for programmable logic controller (PLC), operator interface (OI), and human machine interface (HMI) software development.
  - Identify the control strategy for the facility.
  - Identify OI features.
  - Provide communications methodology for monitoring and control.
- 10.2 Develop PLC and OI Software: Develop PLC ladder logic software as required for monitoring and controlling equipment. Develop OI software as required for monitoring and controlling lift station equipment.
- 10.3 Develop HMI Software: Develop HMI modifications only to add new lift station features to existing application.
- 10.4 Attend Factory Testing: Attend control panel equipment factory testing at the panel shop fabricators site. Testing report will be included with O&M materials at the end of the project.

10.5 Attend Field Testing, Startup, and Commissioning: Attend field testing, startup, and commissioning, to include the following:

- Attend factory witness testing of the motor control center and pump control panel.
- Test control panel in field.
- Test PLC, OI, SCADA computer systems, and communications equipment for end-to-end data transmission integrity and accuracy.
- Test OI screens for connectivity, software completeness, and accuracy of information displayed.
- Test SCADA alarm, navigation, and intrusion security configurations and functions.

10.6 Develop O&M Materials: Develop Kimball Creek LS SCADA system O&M material.

10.7 Provide Training: Provide on-site Kimball Creek LS SCADA system training to City staff on manual, program, communications, and software operation aspects of the system utilizing the O&M manual as a training aid.

**Assumptions:**

- *RH2 will use the current City of Snoqualmie LS2 as a standard for the software development (PLC, OI, HMI) where applicable. All new tag names in HMI following LS2 standard.*
- *RH2 will have remote access to Kimball PLC/OI/VFD over the city VPN.*

**RH2 Deliverables:**

- SCADA control strategy technical memorandum developed during subtask 10.1.
- PLC, OI, and HMI software developed in subtasks 10.2 and 10.3.
- Attendance at factory testing.
- One (1) electronic copy of PLC and OI software.
- One (1) electronic copy of the following items:
  - Project spreadsheet file that includes information about the software configuration, addressing, data point names, alarms, control loops, and descriptions.
  - Kimball Creek LS O&M material for SCADA system software.
  - Testing reports.
- On-site Kimball Creek LS SCADA system training for City staff.

**Project Schedule**

RH2 anticipates that this project will begin in January 2023 with a target completion of the end of October 2024.

**EXHIBIT B****Fee Estimate****Amendment No. 2****City of Snoqualmie****Water Reclamation Facility Phase 3 Improvements****Kimball Creek Lift Station Services During Construction****Dec-22**

| Description          |                                                                        | Total Hours | Total Labor       | Total Expense   | Total Cost        |
|----------------------|------------------------------------------------------------------------|-------------|-------------------|-----------------|-------------------|
| <b>Task 9</b>        | <b>Services During Construction for Kimball Creek LS</b>               | <b>560</b>  | <b>\$ 117,630</b> | <b>\$ 8,597</b> | <b>\$ 126,227</b> |
| 9.1                  | Attend Pre-Construction Meeting                                        | 18          | \$ 3,962          | \$ 1,520        | \$ 5,482          |
| 9.2                  | Provide Construction Document Reviews                                  | 104         | \$ 21,436         | \$ 775          | \$ 22,211         |
| 9.3                  | Coordinate Temporary Pumping Startup Activities                        | 16          | \$ 3,442          | \$ 188          | \$ 3,630          |
| 9.4                  | Provide On-Site Observations and Attend Construction Progress Meetings | 276         | \$ 58,204         | \$ 3,808        | \$ 62,012         |
| 9.5                  | Attend City and RH2 Construction Coordination Meetings                 | 50          | \$ 10,600         | \$ 265          | \$ 10,865         |
| 9.6                  | Attend Startup and Final On-Site Observation                           | 52          | \$ 11,774         | \$ 576          | \$ 12,350         |
| 9.7                  | Prepare Construction Record Drawings                                   | 44          | \$ 8,212          | \$ 1,465        | \$ 9,677          |
| <b>Task 10</b>       | <b>SCADA Programming for Kimball Creek LS</b>                          | <b>127</b>  | <b>\$ 30,487</b>  | <b>\$ 1,286</b> | <b>\$ 31,773</b>  |
| 10.1                 | Prepare SCADA Control Strategy                                         | 16          | \$ 3,818          | \$ 98           | \$ 3,916          |
| 10.2                 | Develop PLC and OI Software                                            | 22          | \$ 5,406          | \$ 135          | \$ 5,541          |
| 10.3                 | Develop HMI Software                                                   | 18          | \$ 4,554          | \$ 114          | \$ 4,668          |
| 10.4                 | Attend Factory Testing                                                 | 8           | \$ 1,864          | \$ 109          | \$ 1,973          |
| 10.5                 | Attend Field Testing, Startup, and Commissioning                       | 44          | \$ 10,676         | \$ 634          | \$ 11,310         |
| 10.6                 | Develop O&M Materials                                                  | 10          | \$ 2,058          | \$ 96           | \$ 2,154          |
| 10.7                 | Provide Training                                                       | 9           | \$ 2,111          | \$ 100          | \$ 2,211          |
| <b>PROJECT TOTAL</b> |                                                                        | <b>687</b>  | <b>\$ 148,117</b> | <b>\$ 9,883</b> | <b>\$ 158,000</b> |

| <b>EXHIBIT C</b><br><b>RH2 ENGINEERING, INC.</b><br><b>2023 SCHEDULE OF RATES AND CHARGES</b> |             |                                         |
|-----------------------------------------------------------------------------------------------|-------------|-----------------------------------------|
| <b>RATE LIST</b>                                                                              | <b>RATE</b> | <b>UNIT</b>                             |
| Professional I                                                                                | \$161       | \$/hr                                   |
| Professional II                                                                               | \$178       | \$/hr                                   |
| Professional III                                                                              | \$198       | \$/hr                                   |
| Professional IV                                                                               | \$217       | \$/hr                                   |
| Professional V                                                                                | \$233       | \$/hr                                   |
| Professional VI                                                                               | \$247       | \$/hr                                   |
| Professional VII                                                                              | \$265       | \$/hr                                   |
| Professional VIII                                                                             | \$278       | \$/hr                                   |
| Professional IX                                                                               | \$278       | \$/hr                                   |
| Technician I                                                                                  | \$126       | \$/hr                                   |
| Technician II                                                                                 | \$137       | \$/hr                                   |
| Technician III                                                                                | \$154       | \$/hr                                   |
| Technician IV                                                                                 | \$169       | \$/hr                                   |
| Technician V                                                                                  | \$184       | \$/hr                                   |
| Technician VI                                                                                 | \$203       | \$/hr                                   |
| Technician VII                                                                                | \$220       | \$/hr                                   |
| Technician VIII                                                                               | \$231       | \$/hr                                   |
| Administrative I                                                                              | \$84        | \$/hr                                   |
| Administrative II                                                                             | \$98        | \$/hr                                   |
| Administrative III                                                                            | \$117       | \$/hr                                   |
| Administrative IV                                                                             | \$137       | \$/hr                                   |
| Administrative V                                                                              | \$158       | \$/hr                                   |
| CAD/GIS System                                                                                | \$27.50     | \$/hr                                   |
| CAD Plots - Half Size                                                                         | \$2.50      | price per plot                          |
| CAD Plots - Full Size                                                                         | \$10.00     | price per plot                          |
| CAD Plots - Large                                                                             | \$25.00     | price per plot                          |
| Copies (bw) 8.5" X 11"                                                                        | \$0.09      | price per copy                          |
| Copies (bw) 8.5" X 14"                                                                        | \$0.14      | price per copy                          |
| Copies (bw) 11" X 17"                                                                         | \$0.20      | price per copy                          |
| Copies (color) 8.5" X 11"                                                                     | \$0.90      | price per copy                          |
| Copies (color) 8.5" X 14"                                                                     | \$1.20      | price per copy                          |
| Copies (color) 11" X 17"                                                                      | \$2.00      | price per copy                          |
| Technology Charge                                                                             | 2.50%       | % of Direct Labor                       |
| Mileage                                                                                       | \$0.6250    | price per mile<br>(or Current IRS Rate) |
| Subconsultants                                                                                | 15%         | Cost +                                  |
| Outside Services                                                                              | at cost     |                                         |



## 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](mailto: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           | \$ -        | \$ -        | \$ -        | \$ -           |
| <b>TOTAL</b>       | <b>100%</b> | <b>\$ 15,262,217</b>  | <b>\$ 532,217</b> | <b>\$ 2,805,000</b> | <b>\$ 10,552,000</b> | <b>\$ 1,373,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b>    |
| 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          | \$ -        | \$ -        | \$ -        |
| <b>TOTAL</b>                               | <b>\$ 15,262,217</b> | <b>\$ 532,217</b>    | <b>\$ 2,805,000</b> | <b>\$ 10,552,000</b> | <b>\$ 1,373,000</b> | <b>\$ -</b> | <b>\$ -</b> | <b>\$ -</b> |

## 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