



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

**Tuesday, November 22, 2022, 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.*

**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 November 8, 2022

### AGENDA BILLS

2. AB22-146: Consultant Services Agreement with RH2 Engineering for Planning and Design of the Eagle Lake Water Reclamation Basin Improvements

### DISCUSSION

3. Introduction to re-designed City website

### ADJOURNMENT



# **PARKS & PUBLIC WORKS COUNCIL COMMITTEE & COMMITTEE OF THE WHOLE REGULAR MEETING MINUTES NOVEMBER 8, 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 5:01 PM

### **Committee Members:**

Committee Chair Bryan Holloway, Councilmember Ethan Benson, and Councilmember Jolyon Johnson were present. Council Committee of the Whole member, James Mayhew, attended.

Mayor Katherine Ross was also in attendance.

### **City Staff:**

Mike Chambliss, 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

Mark Gerkin, IT Support  
Drew Bouta, Finance Manager  
Jeff Hamlin, Deputy Parks & Public Works Director  
Jen Ferguson, Finance & HR Director  
Bob Sterbank, City Attorney

## **PUBLIC COMMENTS**

None

## **MINUTES**

October 18, 2022 minutes were approved as written.

## **AGENDA BILLS**

AB22-155                      Approving the purchase of required computer hardware and equipment for the roll out of Tyler/Munis Enterprise Asset Management, Finance, and other related modules for Parks & Public Works Staff

**Recommendation:**      **Non-consent. Add to Committee Reports on Council agenda**

## **DISCUSSION**

2023 – 2024 Biennial Budget

**ADJOURNMENT**

There being no further business to come before the Committee, Committee Chair Holloway adjourned the meeting at 5:31 PM.

DRAFT



# BUSINESS OF THE CITY COUNCIL CITY OF SNOQUALMIE

**AB22-146**  
**November 28, 2022**

Choose an item.

Item 2.

## AGENDA BILL INFORMATION

<b>TITLE:</b>	AB22-146: Consultant Services Agreement with RH2 Engineering for Planning and Design of the Eagle Lake Water Reclamation Basin Improvements	<input type="checkbox"/> Discussion Only
<b>PROPOSED COUNCIL ACTION:</b>	Approve an Agreement for Consultant Services with RH2 for the Eagle Water Reclamation Basin Design Improvements.	<input checked="" type="checkbox"/> Action Needed:
		<input checked="" type="checkbox"/> Motion
		<input type="checkbox"/> Ordinance
		<input type="checkbox"/> Resolution

<b>REVIEW:</b>	Department Director/Peer	Mike Chambless	Click or tap to enter a date.
	Finance	Drew Bouta	11/17/2022
	Legal	Bob Sterbank	11/4/2022
	City Administrator	Mike Sauerwein	11/18/2022

<b>DEPARTMENT:</b>	Parks & Public Works		
<b>STAFF:</b>	Jeff Hamlin & Andrew Vining		
<b>COMMITTEE:</b>	Parks & Public Works	<b>COMMITTEE DATE:</b> November 22, 2022	
<b>MEMBERS:</b>	Bryan Holloway	Ethan Benson	Jo Johnson
<b>EXHIBITS:</b>	1. Agreement for Consultant Services: Eagle Lake Water Reclamation Basin 2. CIP Excerpt – Eagle Lake Water Reclamation Basin Improvements Project 3. Map - Class A Reclaimed Water Distribution System		

<b>AMOUNT OF EXPENDITURE</b>	\$ 106,470
<b>AMOUNT BUDGETED</b>	\$ 321,000 (2023-2024 Biennium)
<b>APPROPRIATION REQUESTED</b>	\$ 0

## SUMMARY

### INTRODUCTION

This agenda bill seeks approval of an agreement with RH2 Engineering for design services related to the Eagle Lake Water Reclamation Basin Improvement Project. The City produces and distributes Class A reclaimed water during dry season months for reuse as irrigation supply. The Eagle Lake Water Reclamation Basin Improvement Project will upgrade the dated reclaimed water distribution system and bring it in to compliance with Ecology's Reclaimed Water Rule and the requirements of the City's recently-renewed National Pollutant Discharge Elimination System ("NPDES") Permit for wastewater plant.

### BACKGROUND

In January 2018 the Washington Department of Ecology (Ecology) adopted Reclaimed Water Rule WAC 173-219 which establishes the framework for the distribution of reclaimed water for beneficial uses. Among other requirements, this rule requires facilities delivering reclaimed water to properly treat and disinfect the water prior to delivery in order to protect public health. The Snoqualmie Water Reclamation Facility ("SWRF" aka wastewater plant) utilizes sand filtration enhanced treatment followed by ultraviolet disinfection to treat and

disinfect reclaimed water to Class A standards in compliance with the Reclaimed Water Rule and the NPDES Permit. Following treatment, Class A water is then pumped to Eagle Lake Reservoir for temporary storage prior to distribution as irrigation water to various locations on the Ridge, including Snoqualmie Ridge Golf Course, City parks and right-of-way, and the Snoqualmie Ridge Business Park. When the SWRF was designed and constructed in 1996-1998, Ecology initially determined that the reclaimed water distribution system complied with the interim reclaimed water standards, but the distribution system no longer complies with the current Reclaimed Water Rule, which was updated in 2018. Specifically, the City distribution system requires additional cross-connection control improvements necessary to protect Class A water used in public spaces from contamination by lower-quality water sources such as urban stormwater runoff, which currently flows into Eagle Lake.

The City's NPDES Permit has a 5-year term, and the City must seek renewal of the Permit prior to expiration. In 2019, when the City was seeking the most-recent Permit renewal, Ecology indicated that the City would need to address the updated Reclaimed Water Rule. RH2 Engineering prepared two technical memorandums evaluating the Class A water system supply and feasibility of several options to bring the distribution system into compliance with the current standards. Following this evaluation and Ecology review of City comments on the draft NPDES Permit renewal, Ecology issued the renewal Permit in May, 2021 authorizing continued production, distribution, and use of Class A water. The Permit also included requirements to implement added cross-control improvements to the City operated Class A reclaimed water distribution system, along with a "compliance schedule" to allow the City time to design and build the required improvements. The compliance schedule provides the following milestone dates for submittals to Ecology:

- July 1, 2023 - Draft Engineering Report
- December 31, 2023 – Final Engineering Report
- December 31, 2024 – Final Plans and Specifications
- June 30, 2026 – Declaration of Construction

In fall 2022, City staff reviewed qualifications for three engineering firms included in the City's list of on-call consultants, and selected RH2 for continued services on this project. The enclosed consultant services agreement includes scope for RH2 to complete the engineering report. The project scope and budget will continue to be refined during this planning effort, and following engineering report approval, staff will seek Council approval of contract amendments prior to authorizing RH2 preparation of plans and specifications.

## **ANALYSIS**

The City of Snoqualmie has for two decades demonstrated successful production, distribution, and reuse of Class A reclaimed water resulting in water quality and water supply benefits. To comply with the updated Reclaimed Water Rule and the NPDES Permit, and to continue distribution of Class A water for City and private business irrigation use, the City must plan, design and construct improvements to the Class A water distribution system at Eagle Lake. Reasonable improvements may include a reclaimed water reservoir for Class A water use in public spaces. RH2 Engineering has assisted City staff with the NPDES Permit renewal and previous evaluations related to this project, and has demonstrated experience with planning and design of water reservoirs and treatment facilities. The engineering report will be coordinated with Ecology to determine a reasonable solution and will include a siting study to determine the best location for the selected improvements. This planning effort needs to begin in January 2023 to provide sufficient time to maintain NPDES Permit compliance and meet project milestones.

## **BUDGET IMPACTS**

Administration recommends approving a contract with RH2 in the amount of \$106,470 for design services related to the Eagle Lake Reclamation Basin Improvement Project. The Eagle Lake Reclamation Basin Improvement Project was incorporated into the 2023-2028 Capital Improvement Plan (CIP) for \$3,332,000

with a budget of \$321,000 during the 2023-2024 biennium. \$0 has been incurred or encumbered against the project budget to-date. If Council approves the 2023-2024 Biennial Budget with the Eagle Lake Water Reclamation Basin Improvement Project included, at the dollar amount specified, then sufficient appropriation will exist within the 2023-2024 Biennial Budget (Utilities Capital Fund #417) to fund the contract.

#### **NEXT STEPS**

The Eagle Lake Water Reclamation Basin Improvements draft Engineering Report will include an alternatives evaluation and a siting study. Following Ecology approval of the selected improvements outlined in the Engineering Report this contract will be amended to include final design and permitting tasks needed for implementing the improvements.

#### **PROPOSED ACTION**

Recommend that the City Council approve and authorize the Mayor to sign the Agreement for Consultant Services with RH2 for the Eagle Water Reclamation Basin Design Improvements.

**CITY OF SNOQUALMIE**  
**AGREEMENT FOR CONSULTANT SERVICES**  
**Contract Title: Eagle Lake Water Reclamation Basin Design Improvements**

THIS AGREEMENT made and entered into by and between the CITY OF SNOQUALMIE, a Washington municipal corporation (the "City"), and RH2 Engineering, Inc., a Washington corporation ("Consultant") is dated this \_\_\_\_ day of \_\_\_\_\_ 2022.

Consultant Business: RH2 Engineering, Inc.  
 Consultant Address: 22722 29<sup>th</sup> Drive SE, Suite 210  
 Bothell, WA 98021

Consultant Phone: (425) 951-5400  
 Consultant Fax: (425) 951-5401  
 Contact Name: Dan Mahlum, P.E.  
 Contact e-mail: dmahlum@rh2.com  
 Federal Employee ID No.: 91-1108443

Authorized City Representative for this contract: Michael Chambless, Director of Parks and Public Works

WHEREAS, the City desires to complete an engineering report and design cross-control improvements to the Class A reclaimed water distribution system; and

WHEREAS, public convenience and necessity require the City to obtain the services of a consultant with expertise in the area of water and wastewater system planning, reservoir design, and water treatment; and

WHEREAS, the City finds that Consultant is qualified to perform and is experienced in performing the required services; and

WHEREAS, the city desires to engage the Consultant to prepare necessary planning and design documents for bidding and construction of cross-control improvements to the Class A reclaimed water distribution system.

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

**1. Employment of Consultant.**

A. The City retains the Consultant to provide the services described in "Exhibit A" (the "Work"). Any inconsistency between this Agreement and the Scope of Work shall be resolved in favor of this Agreement. The Consultant shall perform the Work according to the terms and conditions of this Agreement.

B. The City may revise the Work and the compensation only by a written Change Order signed by the authorized City representative that shall become a part of this Agreement.

C. The project manager(s) of the Work shall be Dan Mahlum. The project manager(s) shall not be replaced without the prior written consent of the City.

D. Work shall commence when the City issues a notice to proceed, and it shall be completed no later than December 31, 2024, unless the completion date is extended in writing by the City.

## **2. Compensation.**

A. The total compensation to be paid to Consultant, including all services and expenses, shall not exceed \$106,470 as shown on Exhibit B, which shall be full compensation for the Work. Consultant shall notify the City when its requests for payment reach eighty-five percent of the total compensation.

B. The Consultant shall be paid in such amounts and in such manner as described in Exhibit B.

C. Consultant shall be reimbursed for Eligible Expenses actually incurred. "Eligible Expenses" means those types and amounts of expenses that are approved for reimbursement by the City in writing before the expense is incurred. If travel and/or overnight lodging is authorized, Consultant shall lodge within the corporate limits of City.

## **3. Request for Payment.**

A. Not more than once every thirty days the Consultant shall file its request for payment, accompanied by evidence satisfactory to the City justifying the request for payment, including a report of Work accomplished and tasks completed, and an itemization of Eligible Expenses with copies of receipts and invoices.

B. All requests for payment should be sent to

City of Snoqualmie  
Attn: Andrew Vining, Project Engineer  
38624 SE River Street  
P.O. Box 987  
Snoqualmie, WA 98065

## **4. Work Product.**

A. The Consultant shall submit all reports and other documents specified in Exhibit A according to the schedule established in Exhibit A. If, after review by the City, the information is found to be unacceptable, Consultant, at its expense, shall expeditiously correct such unacceptable work. If Consultant fails to correct unacceptable work, the City may withhold from any payment due an amount that the City reasonably believes will equal the cost of correcting the work.

B. All reports, drawings, plans, specifications, and intangible property created in furtherance of the Work, and any intellectual property in such documents, are property of the City and may be used by the City for any purpose; provided that re-use without Consultant's permission shall be at the City's sole risk.

**5. Termination of Contract.** City may terminate this Agreement by sending a written notice of termination to Consultant ("Notice") that specifies a termination date ("Termination Date") at least fourteen (14) days after the date of the Notice; provided, however, that in the event of a material breach of this Agreement, termination may be effective immediately or upon such date as determined by the City in its sole discretion. For purposes of this Agreement, "material breach" is defined as misfeasance, malfeasance or violation of any criminal law, ordinance or regulation. Upon receipt of the Notice, the Consultant shall acknowledge receipt to the City in writing and immediately commence to end the Work in a reasonable and orderly manner. Unless terminated for Consultant's material breach, the Consultant shall be paid or reimbursed for all hours worked and Eligible Expenses incurred up to



the Termination date, less all payments previously made; provided that work performed after date of the Notice is reasonably necessary to terminate the Work in an orderly manner. The Notice may be sent by any method reasonably believed to provide Consultant actual notice in a timely manner

**6. Assignment of Contract – Subcontractors.** Consultant shall not assign this contract or sub-contract or assign any of the Work without the prior written consent of the City.

## **7. Indemnification.**

A. To the extent provided by law and irrespective of any insurance required of the Consultant, the Consultant shall defend and indemnify the City from any and all Claims arising out of or in any way relating to this Agreement; provided, however, the requirements of this paragraph shall not apply to that portion of such Claim that reflects the percentage of negligence of the City compared to the total negligence of all persons, firms or corporations that resulted in the Claim.

B. Consultant agrees that the provisions of this paragraph 7 apply to any claim of injury or damage to the persons or property of consultant's employees. As to such claims and with respect to the City only, consultant waives any right of immunity, which it may have under industrial insurance (Title 51 RCW and any amendment thereof or substitution therefore). THIS WAIVER IS SPECIFICALLY NEGOTIATED BY THE PARTIES AND IS SOLELY FOR THE BENEFIT OF THE CITY AND CONSULTANT.

C. As used in this paragraph: (1) "City" includes the City's officers, employees, agents, and representatives; (2) "Consultant" includes employees, agents, representatives sub-consultants; and (3) "Claims" include, but is not limited to, any and all losses, claims, causes of action, demands, expenses, attorney's fees and litigation expenses, suits, judgments, or damage arising from injury to persons or property.

D. Consultant shall ensure that each sub-consultant shall agree to defend and indemnify the City to the extent and on the same terms and conditions as the Consultant pursuant to this paragraph.

## **8. Insurance.**

A. Consultant shall comply with the following conditions and procure and keep in force at all times during the term of this Agreement, at Consultant's expense, the following policies of insurance with companies authorized to do business in the State of Washington. The Consultant's insurance shall be rated by A. M. Best Company at least "A" or better with a numerical rating of no less than seven (7) and otherwise acceptable to the City.

1. Workers' Compensation Insurance as required by Washington law and Employer's Liability Insurance with limits not less than \$1,000,000 per occurrence. If the City authorizes sublet work, the Consultant shall require each sub-consultant to provide Workers' Compensation Insurance for its employees, unless the Consultant covers such employees.
2. Commercial General Liability Insurance on an occurrence basis in an amount not less than \$1,000,000 per occurrence and at least \$2,000,000 in the annual aggregate, including but not limited to: premises/operations (including off-site operations), blanket contractual liability and broad form property damage.
3. Business Automobile Liability Insurance in an amount not less than \$1,000,000 per occurrence, extending to any automobile used by Consultant in the course of the Work. A statement by Consultant and approved by the City Administrator,

certifying that no vehicle will be used in accomplishing this Agreement, may be substituted for this insurance requirement.

4. Professional Errors and Omissions Insurance in an amount not less than \$1,000,000 per occurrence and \$1,000,000 in the annual aggregate. Coverage may be written on a claims made basis; provided that the retroactive date on the policy or any renewal policy shall be the effective date of this Agreement or prior, and that the extended reporting or discovery period shall not be less than 36 months following expiration of the policy. The City may waive the requirement for Professional Errors and Omissions Insurance whenever the Work does not warrant such coverage or the coverage is not available.
5. Each policy shall contain a provision that the policy shall not be canceled or materially changed without 30 days prior written notice to the City.

Upon written request to the City, the insurer will furnish, before or during performance of any Work, a copy of any policy cited above, certified to be a true and complete copy of the original.

B. Before the Consultant performs any Work, Consultant shall provide the City with a Certificate of Insurance acceptable to the City Attorney evidencing the above-required insurance and naming the City of Snoqualmie, its officers, employees and agents as Additional Insured on the Commercial General Liability Insurance policy and the Business Automobile Liability Insurance policy with respect to the operations performed and services provided under this Agreement and that such insurance shall apply as primary insurance on behalf of such Additional Insured. Receipt by the City of any certificate showing less coverage than required is not a waiver of the Consultant's obligations to fulfill the requirements.

C. Consultant shall comply with the provisions of Title 51 of the Revised Code of Washington before commencing the performance of the Work. Consultant shall provide the City with evidence of Workers' Compensation Insurance (or evidence of qualified self-insurance) before any Work is commenced.

D. In case of the breach of any provision of this section, the City may provide and maintain at the expense of Consultant insurance in the name of the Consultant and deduct the cost of providing and maintaining such insurance from any sums due to Consultant under this Agreement, or the City may demand Consultant to promptly reimburse the City for such cost.

**9. Independent Contractor.** The Consultant is an independent Contractor responsible for complying with all obligations of an employer imposed under federal or state law. Personnel employed by Consultant shall not acquire any rights or status regarding the City.

**10. Employment.** The Consultant warrants that it did not employ or retain any company or person, other than a bona fide employee working solely for the Consultant, to solicit or secure this Agreement or pay or agree to pay any such company or person any consideration, contingent upon or resulting from the award or making of this Agreement. For breach or violation of this warranty, the City shall have the right either to terminate this Agreement without liability or to deduct from the Agreement price or consideration or to otherwise recover, the full amount of such consideration.

**11. Audits and Inspections.** The Consultant shall make available to the City during normal business hours and as the City deems necessary for audit and copying all of the Consultant's records and documents with respect to all matters covered by this Agreement.

**12. City of Snoqualmie Business License.** Consultant shall obtain a City of Snoqualmie business license before performing any Work.

**13. Compliance with Federal, State and Local Laws.** Consultant shall comply with and obey all federal, state and local laws, regulations, and ordinances applicable to the operation of its business and to its performance of the Work.

**14. Waiver.** Any waiver by the Consultant or the City of the breach of any provision of this Agreement by the other party will not operate, or be construed, as a waiver of any subsequent breach by either party or prevent either party from thereafter enforcing any such provisions.

**15. Complete Agreement.** This Agreement contains the complete and integrated understanding and agreement between the parties and supersedes any understanding, agreement or negotiation whether oral or written not set forth herein.

**16. Modification of Agreement.** This Agreement may be modified by a Change Order as provided in Paragraph 1, or by a writing that is signed by authorized representatives of the City and the Consultant.

**17. Severability.** If any part of this Agreement is found to be in conflict with applicable laws, such part shall be inoperative, null and void, insofar as it is in conflict with said laws, the remainder of the Agreement shall remain in full force and effect.

**18. Notices.**

A. Notices to the City of Snoqualmie shall be sent to the following address:

City of Snoqualmie  
Attn: Michael Chambliss, Director of Parks and Public Works  
38624 SE River Street  
P.O. Box 987  
Snoqualmie, WA 98065

B. Notices to the Consultant shall be sent to the following address:

RH2 Engineering, Inc.  
Attn: Dan Mahlum, PE  
22722 29th Drive SE, Suite 210  
Bothell, WA 98021

**19. Venue.** This Agreement shall be governed by the law of the State of Washington and venue for any lawsuit arising out of this Agreement shall be in King County.

IN WITNESS WHEREOF, the City and Consultant have executed this Agreement as of the date first above written.

CONSULTANT: Please fill in the spaces and sign in the box appropriate for your business entity.

CITY OF SNOQUALMIE,  
WASHINGTON

By: \_\_\_\_\_  
Its: Mayor  
Date: \_\_\_\_\_

Corporation

[Consultant's Complete Legal Name]

By: \_\_\_\_\_  
Typed/Printed Name: \_\_\_\_\_  
Its: \_\_\_\_\_  
Date: \_\_\_\_\_

ATTEST:

Deborah Estrada, City Clerk  
Date: \_\_\_\_\_

APPROVED AS TO FORM:

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

**Exhibit A**  
**Scope of Work**

**EXHIBIT A**  
**Scope of Work**  
**City of Snoqualmie**  
**Reclaimed Water Distribution System Engineering Report**  
November 2022

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## **Background**

The City of Snoqualmie (City) owns and operates a potable water system, a reclaimed water system, and an irrigation system. The City's Water Reclamation Facility (WRF) supplies Class A reclaimed water to Eagle Lake, where it is stored as irrigation supply for the City and its customers, including the Snoqualmie Ridge Golf Course (Golf Course). The main customers are fed irrigation water from the Parkway/Parks Irrigation Pump Station (IPS), including City of Snoqualmie, City of Snoqualmie Stormwater, Snoqualmie Business Park Owners Association, Snoqualmie Residential Owners Association, and the Snoqualmie Ridge Joint Commission. The Golf Course irrigation system is owned and operated by the Golf Course and is separate from City operations.

The Washington State Department of Ecology (Ecology) has required the City to evaluate options to add cross-connection controls to the Class A distribution system, including separation of the City's irrigation system (not the Golf Course) from Eagle Lake to meet the requirements of the Reclaimed Water Rule. Existing water usage data will be reviewed to determine the amount of storage required and potential sites for the new reservoir. In addition, existing irrigation piping will need to be rerouted from Eagle Lake to the new reservoir facility and then to the existing IPS. The City has requested the services of RH2 Engineering, Inc., (RH2) to prepare an Engineering Report to evaluate options to improve the reclaimed water distribution system for Ecology review and approval.

This Scope of Work includes:

- **Task 1 – Reclaimed Water Engineering Report**

A scope of work and fee estimate for the following future tasks will be developed at a later date:

- **Task 2 – Reclaimed Water System Plan Update**
- **Task 3 – Preliminary Design**
- **Task 4 – Final Design**
- **Task 5 – Permitting**
- **Task 6 – Services During Bidding**
- **Task 7 – Services During Construction**

## Task 1 – Reclaimed Water Engineering Report

**Objective:** Develop the design criteria and conceptually plan the proposed improvements. Prepare preliminary capital cost estimates. Coordinate with Ecology on the proposed infrastructure changes and submit an Engineering Report for Ecology’s approval.

**Approach:**

- 1.1 Perform project management. Provide direction, coordination, and oversight to the RH2 project team. Organize, manage, and coordinate technical disciplines as described herein, and implement quality assurance and quality control (QA/QC) reviews to execute this Scope of Work in close coordination with City staff. Document and retain information generated during the execution of the project. Prepare monthly invoices and budget status summaries.
- 1.2 Coordinate with the City and Ecology, including the following:
  - a) Attend one (1) kick-off meeting with City staff and Ecology to discuss the project’s goals. Prepare meeting agenda and minutes.
  - b) Prepare for and attend progress and coordination meetings with City staff, Ecology, and the Washington State Department of Health as requested. Prepare meeting agenda and minutes. *A total of three (3) progress meetings are assumed in the Fee Estimate, in addition to the other milestone and review meetings identified elsewhere in this Scope of Work.*
  - c) Prepare for, attend, and provide briefings for up to two (2) one (1) hour meetings with City Council and/or Public Works Committee.
- 1.3 Review existing water usage data (2019 to current day) provided by the City for the potable water, reclaimed water, and irrigation systems. Coordinate with the City’s irrigation system management company to confirm information. Analyze water demands and develop a water balance spreadsheet identifying irrigation customers and their existing and projected water usage. Summarize the preliminary alternatives for meeting the requirements of the Reclaimed Water Rule, including: keeping the irrigation system as-is; converting irrigation supply from reclaimed water to potable water; chlorinating the reclaimed water; and separating of the reclaimed water from Eagle Lake.
- 1.4 Review system hydraulics (provided by the City) on a conceptual level for the potable water, reclaimed water, and irrigation systems. Coordinate with the City’s irrigation system management company to confirm information. Identify overall system improvements to meet irrigation water conveyance goals.
- 1.5 Perform an analysis for up to three (3) alternatives to store and control reclaimed water used for irrigation. For each alternative conceptually develop the proposed improvements, perform a siting analysis, and identify modifications to existing system utilities. Attend one (1) one-site meeting with the City and Golf Course to discuss siting alternatives. *It is assumed that the siting analysis will rely on Geographic Information System (GIS) data or other City sources to identify property ownership and other land details.* Prepare feasibility-level preliminary capital cost

estimates for the proposed improvements. *It is assumed that any parks amenities on the site will be designed and cost estimated by others in a future phase of this project.*

- 1.6 Develop an Engineering Report summarizing the proposed system improvements. Submit draft report to the City for review. Incorporate City review comments and perform internal QA/QC review. Finalize the Engineering Report and submit to Ecology for project approval. Provide engineering support to the City for requesting a waiver of chlorine residual in the reclaimed water distribution system. Incorporate review comments from Ecology and finalize the Engineering Report. *It is assumed that only one (1) round of revisions for Ecology approval is required at this time. The City acknowledges that the time required to receive a response from Ecology is outside the control of RH2 and the City.*

**Assumptions:**

- *RH2 will rely on the accuracy and completeness of information, data, and materials provided by the City or others in relation to this Scope of Work.*
- *Park amenities associated with the proposed reservoir structure are to be designed by others in a future phase of this project.*

**Provided by the City:**

- Attendance at project meetings.
- Water usage data from 2019 to current.
- Potable water, reclaimed water, and irrigation system hydraulic information.
- Contact information for the irrigation system management company.
- Review comments on the draft Engineering Report.

**RH2 Deliverables:**

- Monthly progress reports with schedule, budget, work performed, and billed to date updates in electronic PDF.
- Attendance at project meetings.
- Meeting agenda and minutes in electronic format (PDF).
- Draft Engineering Report for City review in electronic format (PDF).
- Final Engineering Report to Ecology in electronic format (PDF).

**Project Schedule**

RH2 anticipates that this project will begin in January 2023 with a target completion of June 2023 for the draft Engineering Report submittal to Ecology, and December 2023 for the final Engineering Report submittal to Ecology. This assumes timely feedback and responses from the City and Ecology.



**EXHIBIT B**  
**COMPENSATION**

**EXHIBIT B**  
**Fee Estimate**  
**City of Snoqualmie**  
**Reclaimed Water Engineering Report**  
**Nov-22**

Description		Total Hours	Total Labor	Total Expense	Total Cost
Task 1	Reclaimed Water Engineering Report	472	\$ 100,738	\$ 5,732	\$ 106,470
1.1	Provide Project Management	54	\$ 12,618	\$ 315	\$ 12,933
1.2	Project Coordination and Regulatory Meetings with Ecology and DOH	58	\$ 13,672	\$ 692	\$ 14,364
1.3	Review Existing Water Usage Data	56	\$ 11,268	\$ 1,138	\$ 12,406
1.4	Review System Hydraulics	54	\$ 10,838	\$ 980	\$ 11,818
1.5	Alternatives Analyses	150	\$ 32,130	\$ 2,015	\$ 34,145
1.6	Develop Engineering Report for Ecology Approval	100	\$ 20,212	\$ 591	\$ 20,803
PROJECT TOTAL		472	\$ 100,738	\$ 5,732	\$ 106,470

<b>EXHIBIT C</b> <b>RH2 ENGINEERING, INC.</b> <b>2022 SCHEDULE OF RATES AND CHARGES</b>		
<b>RATE LIST</b>	<b>RATE</b>	<b>UNIT</b>
Professional I	\$158	\$/hr
Professional II	\$175	\$/hr
Professional III	\$189	\$/hr
Professional IV	\$207	\$/hr
Professional V	\$223	\$/hr
Professional VI	\$236	\$/hr
Professional VII	\$253	\$/hr
Professional VIII	\$265	\$/hr
Professional IX	\$265	\$/hr
Control Specialist I	\$145	\$/hr
Control Specialist II	\$158	\$/hr
Control Specialist III	\$173	\$/hr
Control Specialist IV	\$187	\$/hr
Control Specialist V	\$200	\$/hr
Control Specialist VI	\$215	\$/hr
Control Specialist VII	\$229	\$/hr
Control Specialist VIII	\$240	\$/hr
Technician I	\$121	\$/hr
Technician II	\$131	\$/hr
Technician III	\$150	\$/hr
Technician IV	\$161	\$/hr
Technician V	\$176	\$/hr
Technician VI	\$193	\$/hr
Technician VII	\$210	\$/hr
Technician VIII	\$220	\$/hr
Administrative I	\$78	\$/hr
Administrative II	\$94	\$/hr
Administrative III	\$111	\$/hr
Administrative IV	\$131	\$/hr
Administrative V	\$151	\$/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 (or Current IRS Rate)
Subconsultants	15%	Cost +
Outside Services	at cost	



## SEWER CAPITAL PROJECT OR PROGRAM

## EAGLE LAKE WATER RECLAMATION BASIN IMPROVEMENT PROJECT

CIP Project ID: TBD  
 Department: Sewer  
 Project Status: Pre-Design  
 Project Location: Eagle Lake  
 Project Contact: Jeff Hamlin

Previously Spent: \$0  
 Current Project Budget: \$3,332,000  
 Original Budget at CIP Inception: \$0

Years Project in CIP: 0

Contact Email: [jhamlin@snoqualmiewa.gov](mailto:jhamlin@snoqualmiewa.gov)

## Project Description:

This project will address Department of Ecology regulatory changes for managing reclaimed water. A planning effort will be coordinated with Department of Ecology to determine a reasonable solution, followed by design and construction of a facility to store or treat the irrigation water prior to use.

## Photo or Map:



## Community Impact:

Because of the unique characteristics of Snoqualmie's Reclaimed Water System, the Department of Ecology's recently adopted "Reclaimed Water Rule" is difficult to apply. Reasonable solutions may include a reclaimed water reservoir near Eagle Lake or a chlorination system for irrigation water used in public spaces.

## 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	9%	\$ 307,083	\$ -	\$ 101,449	\$ 205,634	\$ -	\$ -	\$ -	\$ -	\$ -
Construction	61%	\$ 2,034,151	\$ -	\$ -	\$ -	\$ 1,240,161	\$ 793,989	\$ -	\$ -	\$ -
Const. Manage	9%	\$ 305,123	\$ -	\$ -	\$ -	\$ 186,024	\$ 119,098	\$ -	\$ -	\$ -
Contingency	12%	\$ 406,830	\$ -	\$ -	\$ -	\$ 248,032	\$ 158,798	\$ -	\$ -	\$ -
Art	0%	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Labor	5%	\$ 177,106	\$ -	\$ 4,551	\$ 9,366	\$ 91,774	\$ 71,415	\$ -	\$ -	\$ -
Other	3%	\$ 101,708	\$ -	\$ -	\$ -	\$ 62,008	\$ 39,699	\$ -	\$ -	\$ -
<b>TOTAL</b>	<b>100%</b>	<b>\$ 3,332,000</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 215,000</b>	<b>\$ 1,828,000</b>	<b>\$ 1,183,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>
Operating		\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

**TOTAL PROJECT BUDGET: \$3,332,000**

**TOTAL OPERATING BUDGET: \$0**

## Anticipated Funding Mix:

Source	Total Sources	Previously Allocated	2023	2024	2025	2026	2027	2028
Utility Fees ("Rates")	\$ 3,332,000	\$ -	\$ 106,000	\$ 215,000	\$ 1,828,000	\$ 1,183,000	\$ -	\$ -
<b>TOTAL</b>	<b>\$ 3,332,000</b>	<b>\$ -</b>	<b>\$ 106,000</b>	<b>\$ 215,000</b>	<b>\$ 1,828,000</b>	<b>\$ 1,183,000</b>	<b>\$ -</b>	<b>\$ -</b>

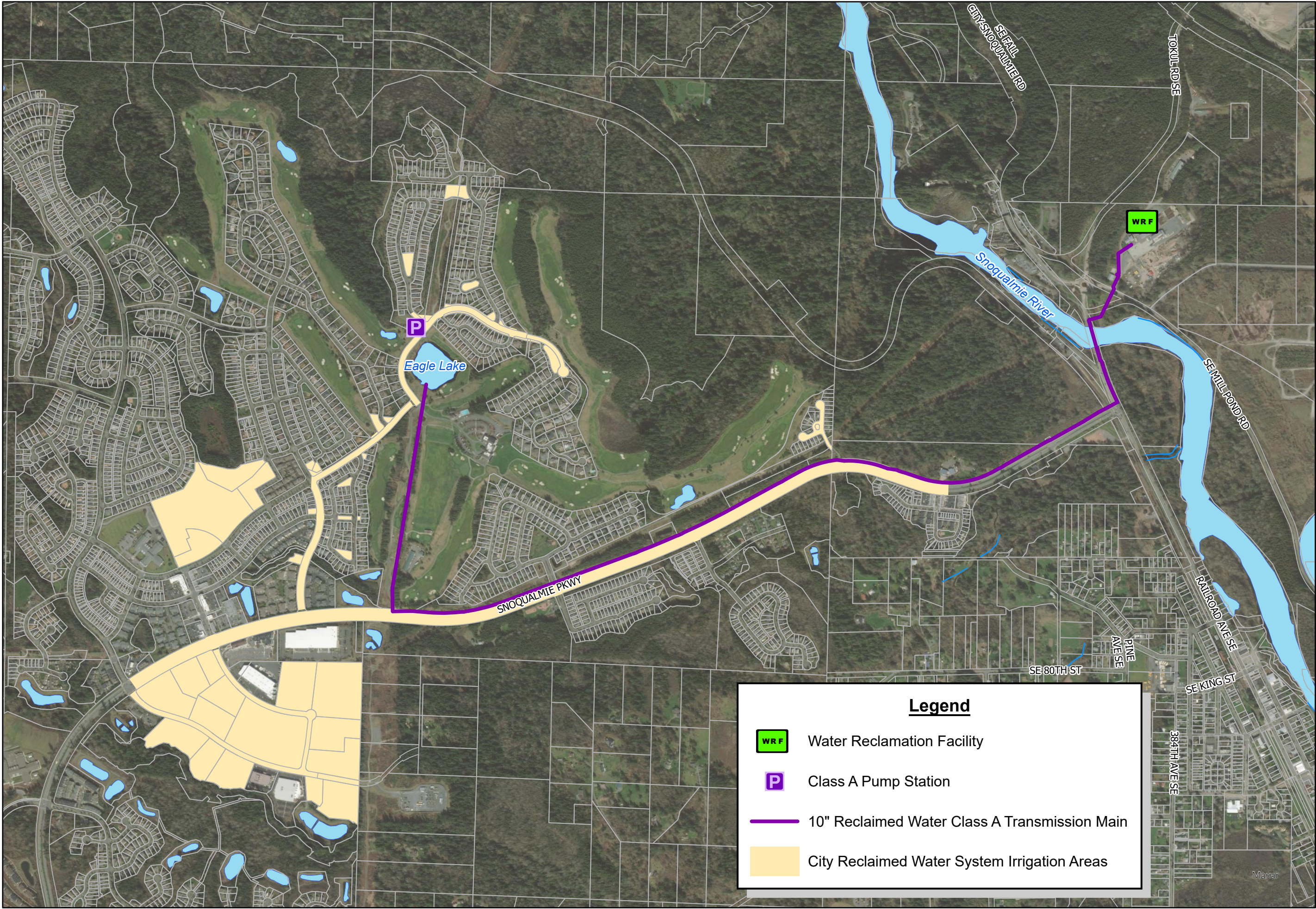
## Fiscal

**TOTAL FUNDING SOURCES: \$3,332,000**





## Notes:

**FUTURE FUNDING REQUIREMENTS: \$0**





**Legend**

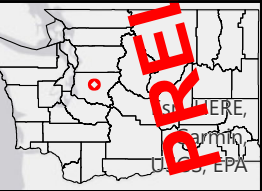
-  Water Reclamation Facility
-  Class A Pump Station
-  10" Reclaimed Water Class A Transmission Main
-  City Reclaimed Water System Irrigation Areas

This map is a graphic representation of the City of Snoqualmie's Geographic Information System (GIS) data. It was designed and created by City staff and is not guaranteed to survey accuracy. This map is based on the best information available on the date shown on this map.

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**Vicinity Map**



**Reclaimed Water Reuse Plan**  
**City of Snoqualmie**  
**Water Reclamation Facility**  
**Phase 3 Design**



1 inch : 1,000 Feet

0 250 500 1,000 Feet

DRAWING IS FULL SCALE WHEN BAR MEASURES 2"

J:\DATA\SNOQ\_GEN\INFO\COMP PLANS\RECLAIMED WATER\RECLAIMED WATER\APRX BY: LMOJABAB PLOT DATE: OCT 5, 2022 COORDINATE SYSTEM: NAD 1983 HARN STATEPLANE WASHINGTON NORTH FIPS 4601 FEET