



**PUBLIC WORKS COMMITTEE  
AGENDA**

**Online via Zoom and In Person at  
Tumwater City Hall, Council Conference  
Room, 555 Israel Rd. SW, Tumwater, WA  
98501**

**Thursday, April 20, 2023  
8:00 AM**

1. Call to Order
2. Roll Call
- [3.](#) Approval of Minutes: Public Works Committee, February 23, 2023
- [4.](#) Briefing of Service Provider Agreement with TCF Architecture, PLLC, for the City Operations and Maintenance Facility Design (Don Carney)
- [5.](#) Offsite Office Lease with South Puget Sound Community College Discussion (Dan Smith)
6. Additional Items
7. Adjourn

**Meeting Information**

All committee members will be attending remotely. The public are welcome to attend in person, by telephone or online via Zoom.

**Watch Online**

<https://us02web.zoom.us/j/86485864222?pwd=ZjhnTXRCSk5RTG1wTExPTFY2RmZlQT09>

**Listen by Telephone**

Call (253) 215-8782, listen for the prompts and enter the Webinar ID 864 8586 4222 and Passcode 512310.

**Public Comment**

The public may submit comments by sending an email to [council@ci.tumwater.wa.us](mailto:council@ci.tumwater.wa.us), no later than 5:00 p.m. the day before the meeting. Comments are submitted directly to the Committee members and will not be read individually into the record of the meeting.

**Post Meeting**

Audio of the meeting will be recorded and later available by request, please email [CityClerk@ci.tumwater.wa.us](mailto:CityClerk@ci.tumwater.wa.us)

**Accommodations**

The City of Tumwater takes pride in ensuring that people with disabilities are able to take part in, and benefit from, the range of public programs, services, and activities offered by the City. To request an accommodation or alternate format of communication, please contact the City Clerk by calling (360)

252-5488 or email [CityClerk@ci.tumwater.wa.us](mailto:CityClerk@ci.tumwater.wa.us). For vision or hearing impaired services, please contact the Washington State Relay Services at 7-1-1 or 1-(800)-833-6384. To contact the City's ADA Coordinator directly, call (360) 754-4128 or email [ADACoordinator@ci.tumwater.wa.us](mailto:ADACoordinator@ci.tumwater.wa.us).

**TUMWATER PUBLIC WORKS COMMITTEE  
MINUTES OF VIRTUAL MEETING  
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**CONVENE:** 8:00 a.m.

**PRESENT:** Chair Eileen Swarthout and Councilmembers Michael Althausen and Charlie Schneider.

Staff: Water Resources and Sustainability Director Dan Smith, Engineering Services Manager Bill Lindauer, and Administrative Assistant Cathy Nielsen.

Others: Meridith Greer, Greer Environmental Consulting.

**APPROVAL OF  
MINUTES: PUBLIC  
WORKS  
COMMITTEE,  
JANUARY 5 &  
JANUARY 19, 2023:**

**MOTION:** Councilmember Schneider moved, seconded by Councilmember Althausen, to approve the minutes of January 5, 2023 and January 19, 2023 as published. Motion carried unanimously.

**SERVICE PROVIDER  
AGREEMENT WITH  
PBS FOR THE  
PERCIVAL CREEK  
FISH PASSAGE  
BARRIER REMOVAL  
PROJECT  
AMENDMENT 3:**

Consultant Meridith Greer with Greer Environmental Consulting, briefed the committee on the proposed amendment with PBS for the Percival Creek Fish Passage Barrier Removal project.

Ms. Greer reviewed the status of the project. The culvert is 1 of 7 full fish passage barriers within the Deschutes WRIA 13 watershed. The culvert was identified as a priority to repair by 2032, as it blocks one-third of Percival Creek for fish access because of the slope within the culvert. The culvert is 1 of 10 main stem barriers on Percival Creek and the only full culvert.

The culvert blocks a significant reach for several different salmon species in the watershed to include Chung, Coho, Chinook, steelhead, and residential trout. The project is replacement and installations of a 19-foot four-sided box culvert with 135 feet of stream regrade to enable the stream to move naturally. The project includes the addition of large woody material near the Sapp Road park to improve habitat and slow stream flow as it flows through the culvert. The project is also a transportation improvement project to expand the narrow road and add bike lanes and sidewalks on both sides of the road to improve safety for bicyclists and pedestrians. The project increases the size of both travel lanes to meet street standards.

The third amendment is required because of new construction funding the City received. Originally, staff was seeking construction funding of approximately \$1.5 million from a funding source specific to salmon recovery. The program was willing to fund those parts of the project related

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to fish passage with the remaining half of the project unfunded. In December, staff learned the project was one of six projects in the state that qualified for PROTECT (Promoting Resilient Operations for Transformative, Effective, and Cost Saving Transportation) funding available through the new bipartisan infrastructure bill administered by Washington State Department of Transportation (WSDOT). The funding enables consolidation of both fish and transportation elements into one project. The City received a funding award of \$2.1 million to complete the project. As the funding source is a new program, the City must meet new requirements by June 2023 to include ensuring the project is shovel ready, applying for a National Environmental Policy Act permit (in process), securing necessary right-of-way for the project area certified to WSDOT standards, and adding the project to the State Transportation Improvement Program (STIP). The City Council will consider scheduling a public hearing to receive testimony on the proposal to add the project to the City's Transportation Improvement Plan at its March 7, 2023 meeting.

The third amendment speaks to the need for the project to meet the shovel-ready requirement. The proposed amendment would advance the project to 100% design and construction documents to meet the June 2023 deadline. The proposed amendment increases the contract by \$27,000 for a total design budget of \$250,000 for the project. PROJECT funding requires no local match.

Currently, the project is on track to complete PS&E deliverables by May 2023 to enable bidding of the project in October 2023 with construction beginning in summer 2024. A shovel ready project is defined as a project that has completed design and engineering and is ready to construct.

**MOTION:**

**Chair Swarthout moved, seconded by Councilmember Schneider, to recommended the City Council approve and authorize the Mayor to sign the Service Provider Agreement with PBS for the Percival Creek Fish Passage Barrier Removal Project Amendment 3. Motion carried unanimously.**

**I-5 / TROSPER ROAD/  
CAPITOL  
BOULEVARD  
RECONFIGURATION  
PROJECT,  
CONSTRUCTION  
ROAD CLOSURES:**

Manager Lindauer briefed the committee on potential road closures during the construction of the I-5/Troster Road/Capitol Boulevard Reconfiguration project.

The project includes installation of three roundabouts at the Troster Road interchange, construction of new 6<sup>th</sup> Avenue from Lee Street to Troster Road, and an extension of Capitol Boulevard to Linda Street. Construction began on January 17, 2023 to install the sanitary sewer line within the project boundary.

The request is to recommend the City Council authorize closure of City streets as needed for construction of the I-5/Troster Road/Capitol Boulevard

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Reconfiguration project.

The contractor recently completed the 18-month construction schedule. In some specific instances, road closures facilitate completion of the project when applied strategically during the project. Road closures are an excellent tool for construction management as long as used sparingly. When used appropriately, closures enhance public safety especially during complex utility installations. Road closures also increase safety for both construction workers and City staff in work zones, as well as maximizing workspace during construction increasing work productivity, reducing project delays, and reducing project costs. However, staff would only consider road closures when there is a significant need and if the road closure is fully vetted by the Transportation and Engineering Director. All road closures have an approved detour plan and a specific length applicable to the time necessary to complete the construction task. Staff also ensures adequate public noticing so the public is aware of any pending road closure. The City is regulated by RCW 47.48.010 for roadway closures. Road closures for significant restrictions or risk associated with capital projects require authorization from the City Council. Additionally, due the complexity of the project and the fast-paced nature of the work, staff is concerned with the time required to brief the committee and the Council on a proposed road closure as the time factor could directly affect the ability for the contractor to complete work.

Providing the Transportation and Engineering Director with the authority to move forward with needed roadway closures reduces the approval time and assists City staff and the contractor in maintaining the project schedule.

Councilmember Schneider asked whether the public has access to the project schedule and road closures through the QR code for the project. Manager Lindauer advised that it was the intent to produce the business cards with the QR code to enable the public to access information about the project.

Manager Lindauer addressed questions about the project components. Sewer installation is the first component followed by installation of water lines, stormwater, and the underground utility trench. The underground work will require several months and is the most difficult part of the project.

Councilmember Althaus said he appreciates the public noticing efforts to ensure the community is aware of the project, as some motorists have no other option for traveling to their destination.

Manager Lindauer commented that the City's project coordination is very effective. Staff is also collaborating with WSDOT staff on the ramp closures. Ramp closures will be publicized on WSDOT's website as well.

**MOTION:**

**Councilmember Schneider moved, seconded by Councilmember**

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**Althausen, to recommend the City Council authorize the Transportation and Engineering Director to approve closure of City streets as needed for the construction of the I-5/Trosper Road/Capitol Boulevard Reconfiguration project. Motion carried unanimously.**

**ADJOURNMENT:**        **With there being no further business, Chair Swarthout adjourned the meeting at 8:20 a.m.**

Prepared by Valerie L. Gow, Recording Secretary/President  
Puget Sound Meeting Services, psmsoly@earthlink.net

TO: Public Works Committee  
 FROM: Don Carney, Capital Projects Manager  
 DATE: April 20, 2023  
 SUBJECT: Briefing of Service Provider Agreement with TCF Architecture, PLLC, for the City Operations and Maintenance Facility Design

1) Recommended Action:

None. This is a discussion item.

2) Background:

In 2014, the City acquired property at 79th Avenue and Trails End Drive (former Trails End Arena) for the purpose of locating a future Public Works Operations and Maintenance Facility. In 2016, the City entered into a Service Provider Agreement with TCF Architecture for development of a Master Plan for the site and the pre-design work necessary to determine space needs, a preferred site alternative including identification of potential park opportunities, conceptual building designs, project estimates, and community engagement.

The master plan, pre-design, and community engagement work has been completed, most of the buildings on the site have been demolished, a habitat conservation plan for the project has been prepared and is being reviewed by United States Fish and Wildlife Service, mitigation for habitat impacts has been established and paid for. The next steps are to begin formal design of the facilities.

A draft agreement for design of the facility using the same Consultant (TCF Architecture) that produced a master plan and pre-design for the facility in 2016 is nearly complete. The City's standard Service Provider Agreement will be used. A continuing relationship with this firm provides continuity in concepts and design. The design fee is estimated at \$2,450,000 and will include full plans, specifications, and cost estimate. A construction timeline has not been determined.

3) Policy Support:

Build a Community Recognized for Quality, Compassion and Humanity

- Provide high quality municipal facilities and parks

Refine and Sustain a Great Organization.

- Develop and implement strategy for construction of a new public works operations and maintenance facility.

4) Alternatives:

☐ N/A

5) Fiscal Notes:

This project and the funding necessary to complete this work is included in the 2022-2027 CFP.

6) Attachments:

None.

TO: Public Works Committee  
FROM: Dan Smith, Water Resources & Sustainability Director  
DATE: April 20, 2023  
SUBJECT: Offsite Office Lease with South Puget Sound Community College Discussion

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1) Recommended Action:

None at this time. Item is for discussion only.

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2) Background:

The 2023-2024 Budget approved the relocation of staff, originally intended for a partial team move for Transportation & Engineering staff; however, subsequent discussions made clear it would be more efficient and provide greater capacity to relocate the administrative division of Water Resources & Sustainability (WRS). As staff pursued the limited available options, South Puget Sound Community College (SPSCC) noted that some classrooms no longer being utilized may be remodeled to serve as office space. A partnership with SPSCC and the City will result in expanded space for new staff in both departments and City Hall parking for staff, fleet vehicles and the public. In addition, WRS would be well-positioned to implement a robust internship program at the school, developing expertise in public and environmental health for future decades.

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3) Policy Support:

- We believe in People, Excellence, Opportunity, Partnership, Learning, Environment
  - Be a leader in Environmental Sustainability
    - Recruit green employers and jobs
  - Refine and Sustain a Great Organization
    - Ensure a safe and healthy workforce
    - Create a continuous learning organization
    - Explore trades training with LOTT, SPSCC and Olympia
- 

4) Alternatives:

- ☐ Consider alternate approach with SPSCC
  - ☐ Consider Town Center East lease option
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5) Fiscal Notes:

Moving an administrative and technical team is costly. All alternatives bear a similar cost, with the heaviest expenditure in the first year due to tenant improvements, furniture replacements, and moving costs. Annual costs following the first year at the college are approximately 35% lower than other alternatives.

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6) Attachments:

A. None.