



AGENDA

PUBLIC WORKS COMMITTEE MEETING

May 4, 2020 | 5:30 pm

Wastewater Treatment Plant 26729 98th Drive NW

due to Covid-19 this meeting will be conducted by ZOOM.

Connection information will be posted on City Website – www.stanwoodwa.org

1. Second Review 6-year TIP 2021-2026
2. QCC: Sewer Telemetry System Replacement
3. Pace Engineers: IS4 Phase II Design

Discussion Items:

- PUD Easement at Fox Hill Estates



**CITY OF STANWOOD
PUBLIC WORKS COMMITTEE
AGENDA STAFF REPORT**

ITEM: 1

DATE: May 4, 2020

SUBJECT: Six-Year Transportation Improvement Plan (TIP) 2021-2026

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A – RCW 35.77.010
B – Map of Projects
C – Project Cost Spreadsheet
D – CIP 2020-2025
E – 20 year Comp Plan Transportation Cost Estimates

ISSUE

The issue in front of the Public Works Committee is to review the current Six-Year TIP 2020-2025 and make recommendations for the 2021-2026 Six-Year TIP.

SUMMARY STATEMENT

At the April 6, 2020 Public Works Committee meeting, staff asked the Committee to review the current Six Year TIP and bring any recommendations to the May's meeting.

As required by RCW 35.77.010 the City of Stanwood is required to prepare and adopt a comprehensive transportation improvement plan (TIP) by July of each year for the ensuing six calendar years. In addition, the City of Stanwood's Six-Year TIP is required to be consistent with the adopted comprehensive plan and shall be filed with the Washington Department of Transportation as well as the Puget Sound Regional Council.

The purpose of the comprehensive transportation improvement plan is to assure that each city and town shall perpetually have available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program. The approved plan may at any time be revised by a majority vote of the council, but only after a public hearing(s) have been notice and held.

DISCUSSION

In 2015, the city comprehensive plan was adopted; Transpo Group developed the transportation element of the plan. As part of the transportation element a 20 year look ahead and forecast is made and adopted in that plan. The 6 year TIP is to create a more defined and attainable 6 year plan for adoption annually to be in line with finances and needs of the City while being consistent with the comprehensive plan. Projects seeking grant or outside funding need to be identified on the 6 year TIP.

The following table is a summary of changes that will be made to the 2021-2026 TIP, recommendations made by the Public Works Committee will also be added to the table.

SUMMARY OF CHANGES FOR 2021-2026

STREET PROJECTS	UPDATE	REASON
90 th Ave NW and Viking Way	REMOVED	Will be completed in 2020
SR532 Flood Berm and Bike/Pedestrian Path	REMOVED	Will be completed in 2020
276 th Street Overlay and ADA Improvement	REMOVED	Will be completed in 2020
272 nd St. NW Reconstruction & Widening	REMOVED	Developer will construct a big portion of this area during High School Remodel
284 th St NW Improvement: 68 th Ave NW to 80 th Ave NW	PROJECT AREA	Update to: 80 th Ave NW east to city limits
SR532 Ovenell Park Entrance Intersection	PROJECT NAME AND AREA	SR532 Ovenell Park Entrance and 106 th Ave Bypass Roundabout: 276 th Street from 102 nd Ave to 106 th Ave to SR532
101 st Ave NW Reconstruction and Overlay	PROJECT AREA	Between 270th St. 271st St and 274th St.
270 th St and 271 st St Improvements and mini roundabouts	NEW PROJECT	From 84 th Ave to 102 nd Ave

SIDEWALK PROJECTS	UPDATE	REASON
102 ND Ave NW	REMOVE	Not enough room for sidewalk
272 nd St NW	PROJECT AREA CORRECTION	72nd Ave to 76th Dr. to 78th Ave.
92 nd Ave NW: 271 st St NW to 272 nd St NW	PROJECT DESCRIPTION	Update to: Widen street, add curb, gutter and sidewalk panels to the west side of 92 nd Ave.
273 rd PI NW 100 th Ave – 102 nd Ave	PROJECT AREA CORRECTION	Add sidewalk to the north south side of 273 rd PI
72 nd Ave NW	PROJECT AREA AND DESCRIPTION	Include curb, gutter and construct missing sidewalk panels from 268th 272nd St – 276th St

TRAIL PROJECTS	UPDATE	REASON
Heritage Park Loop Trail	REMOVE	This is a major park remodel
WWTP Loop Trail	PROJECT NAME	Stanwood Port Susan Trail

RCW 35.77.010

Perpetual advanced six-year plans for coordinated transportation program expenditures — Non-motorized transportation — Railroad right-of-way.

(1) The legislative body of each city and town, pursuant to one or more public hearings thereon, shall prepare and adopt a comprehensive transportation program for the ensuing six calendar years. If the city or town has adopted a comprehensive plan pursuant to chapter [35.63](#) or [35A.63](#) RCW, the inherent authority of a first-class city derived from its charter, or chapter [36.70A](#) RCW, the program shall be consistent with this comprehensive plan. The program shall include any new or enhanced bicycle or pedestrian facilities identified pursuant to RCW [36.70A.070](#)(6) or other applicable changes that promote non-motorized transit.

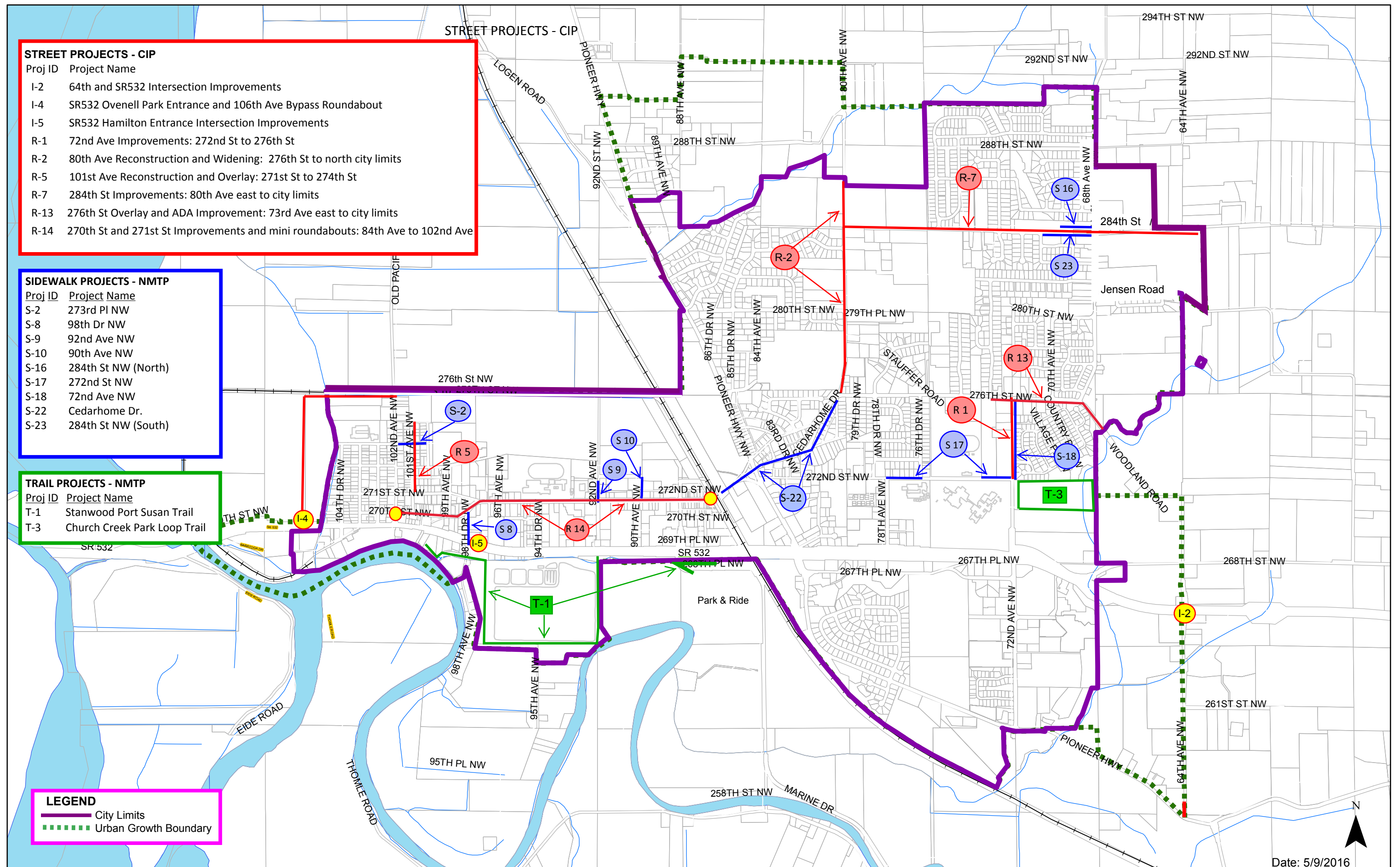
The program shall be filed with the secretary of transportation not more than thirty days after its adoption. Annually thereafter the legislative body of each city and town shall review the work accomplished under the program and determine current city transportation needs. Based on these findings each such legislative body shall prepare and after public hearings thereon adopt a revised and extended comprehensive transportation program before July 1st of each year, and each one-year extension and revision shall be filed with the secretary of transportation not more than thirty days after its adoption. The purpose of this section is to assure that each city and town shall perpetually have available advanced plans looking to the future for not less than six years as a guide in carrying out a coordinated transportation program. The program may at any time be revised by a majority of the legislative body of a city or town, but only after a public hearing.

The six-year plan for each city or town shall specifically set forth those projects and programs of regional significance for inclusion in the transportation improvement program within that region.

(2) Each six-year transportation program forwarded to the secretary in compliance with subsection (1) of this section shall contain information as to how a city or town will expend its moneys, including funds made available pursuant to chapter [47.30](#) RCW, for non-motorized transportation purposes.

(3) Each six-year transportation program forwarded to the secretary in compliance with subsection (1) of this section shall contain information as to how a city or town shall act to preserve railroad right-of-way in the event the railroad ceases to operate in the city's or town's jurisdiction.

[2005 c 360 § 4. Prior: 1994 c 179 § 1; 1994 c 158 § 7; 1990 1st ex.s. c 17 § 59; 1988 c 167 § 6; 1984 c 7 § 23; 1977 ex.s. c 317 § 7; 1975 1st ex.s. c 215 § 1; 1967 ex.s. c 83 § 27; 1965 c 7 § [35.77.010](#); prior: 1961 c 195 § 2.]



City of Stanwood Six Year Transportation Improvement Plan (2021-2026)

Priority No. / Proj No. <i>need to revise</i>	Transportation Capital Project		Funding	2021	2022	2023	2024	2025	2026	Fund Total
3	284th St Improvements		Other Grant Funding			\$ 622,000				\$ 622,000
R-7	PE	\$ 1,244,000	TBD Funds							\$ -
	ROW	\$ 622,000	WSDOT Funds							\$ -
	CN	\$ 4,354,000	TIB Grant Funding							\$ -
	TOTAL	\$ 6,220,000	PSRC/STP Funding							\$ -
	Comments: Reconstruction and widen 284th Street from 80th St NW east to city limits		Developer Funded							\$ -
			Local - City	\$ 500,000	\$ 744,000		\$ 4,354,000			\$ 5,598,000
			SUBTOTAL THIS PROJECT	\$ 500,000	\$ 744,000	\$ 622,000	\$ 4,354,000	\$ -	\$ -	\$ 6,220,000
4	92nd Ave NW		Other Grant Funding							\$ -
S-9	PE	\$ 50,000	TBD Funds							\$ -
	ROW	\$ 50,000	WSDOT Funds							\$ -
	CN	\$ 100,000	TIB Grant Funding							\$ -
	TOTAL	\$ 200,000	PSRC/STP Funding							\$ -
	Comments: West side between north of 271st and 272nd		Developer Funded							\$ -
			Local - City	\$ 200,000						\$ 200,000
			SUBTOTAL THIS PROJECT	\$ 200,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 200,000
5	Sidewalk: 72nd Ave NW		Other Grant Funding							\$ -
S-18	PE	\$ 25,000	TBD Funds							\$ -
	ROW	\$ 20,000	WSDOT Funds							\$ -
	CN	\$ 250,000	TIB Grant Funding							\$ -
	TOTAL	\$ 295,000	PSRC/STP Funding							\$ -
	Comments: West side between 268th St and 276th St		Developer Funded							\$ -
			Local - City	\$ 45,000	\$ 250,000					\$ 295,000
			SUBTOTAL THIS PROJECT	\$ 45,000	\$ 250,000	\$ -	\$ -	\$ -	\$ -	\$ 295,000
6	276th Street Overlay and ADA Improvement		Other Grant Funding							\$ -
R-13	PE	\$ 60,000	TBD Funds							\$ -
	ROW	\$ -	WSDOT Funds							\$ -
	CN	\$ 350,000	TIB Grant Funding	\$ 350,000						\$ 350,000
	TOTAL	\$ 410,000	PSRC/STP Funding							\$ -
	Comments: 73rd Ave to east City Limits		Developer Funded							\$ -
			Local - City	\$ 60,000						\$ 60,000
			SUBTOTAL THIS PROJECT	\$ 410,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 410,000
7	SR532 Ovenell Park Entrance and 106th Ave Bypass Roundabout		Other Grant Funding			\$ 700,000	\$ 2,470,000			\$ 3,170,000
I-4	PE	\$ 330,000	TBD Funds							\$ -
	ROW	\$ 700,000	WSDOT Funds							\$ -
	CN	\$ 2,470,000	TIB Grant Funding							\$ -
	TOTAL	\$ 3,500,000	PSRC/STP Funding		\$ 330,000					\$ 330,000
	Comments: 276th St from 102nd Ave to 106th Ave to SR532		Developer Funded							\$ -
			Local - City							\$ -
			SUBTOTAL THIS PROJECT	\$ -	\$ 330,000	\$ 700,000	\$ 2,470,000	\$ -	\$ -	\$ 3,500,000

City of Stanwood Six Year Transportation Improvement Plan (2021-2026)

Priority No. / Proj No. <i>need to revise</i>	Transportation Capital Project		Funding	2021	2022	2023	2024	2025	2026	Fund Total
8	Sidewalk: 273rd PI NW		Other Grant Funding							\$ -
S-2	PE	\$ 28,742	TBD Funds							\$ -
	ROW	\$ 60,510	WSDOT Funds							\$ -
	CN	\$ 83,200	TIB Grant Funding							\$ -
	TOTAL	\$ 172,452	PSRC/STP Funding							\$ -
	Comments: Add sidewalk to the south side between 100th Ave and 102nd Ave		Developer Funded							\$ -
			Local - City	\$ 172,452						\$ 172,452
			SUBTOTAL THIS PROJECT	\$ 172,452	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 172,452
9	101st Ave Reconstruction & Overlay		Other Grant Funding - CDBG	\$ 660,000	\$ 1,980,000					\$ 2,640,000
R-5	PE	\$ 660,000	TBD Funds							\$ -
	ROW		WSDOT Funds							\$ -
	CN	\$ 1,980,000	TIB Grant Funding							\$ -
	TOTAL	\$ 2,640,000	PSRC/STP Funding							\$ -
	Comments: 101st Ave between 271st St and 274th St.		Developer Funded							\$ -
			Local - City							\$ -
			SUBTOTAL THIS PROJECT	\$ 660,000	\$ 1,980,000	\$ -	\$ -	\$ -	\$ -	\$ 2,640,000
10	Sidewalk: 72nd Ave Improvements		Other Grant Funding - SRTS							\$ -
R-1	PE	\$ 20,000	TBD Funds							\$ -
	ROW		WSDOT Funds							\$ -
	CN	\$ 250,000	TIB Grant Funding							\$ -
	TOTAL	\$ 270,000	PSRC/STP Funding							\$ -
	Comments: 272nd St - 276th St add curb and gutters, and construct sidewalk panels at missing locations		Developer Funded							\$ -
			Local - City		\$ 270,000					\$ 270,000
			SUBTOTAL THIS PROJECT	\$ -	\$ 270,000	\$ -	\$ -	\$ -	\$ -	\$ 270,000
12	SR532 Hamilton Entrance Intersection		Other Grant Funding		\$ 525,000	\$ 275,000	\$ 2,700,000			\$ 3,500,000
I-5	PE	\$ 525,000	TBD Funds							\$ -
	ROW	\$ 275,000	WSDOT Funds							\$ -
	CN	\$ 2,700,000	TIB Grant Funding							\$ -
	TOTAL	\$ 3,500,000	PSRC/STP Funding							\$ -
	Comments: Sr532 to 98th Dr.		Developer Funded							\$ -
			Local - City							\$ -
			SUBTOTAL THIS PROJECT	\$ -	\$ 525,000	\$ 275,000	\$ 2,700,000	\$ -	\$ -	\$ 3,500,000
13	Sidewalk: 90th Ave NW		Other Grant Funding							\$ -
S-10	PE	\$ 20,814	TBD Funds							\$ -
	ROW	\$ 43,820	WSDOT Funds							\$ -
	CN	\$ 60,250	TIB Grant Funding							\$ -
	TOTAL	\$ 124,884	PSRC/STP Funding							\$ -
	Comments: Add sidewalk to west side of 90th between north of 271st St and 272nd St		Developer Funded							\$ -
			Local - City				\$ 124,884			\$ 124,884
			SUBTOTAL THIS PROJECT	\$ -	\$ -	\$ -	\$ 124,884	\$ -	\$ -	\$ 124,884

City of Stanwood Six Year Transportation Improvement Plan (2021-2026)

Priority No. / Proj No. <i>need to revise</i>	Transportation Capital Project		Funding	2021	2022	2023	2024	2025	2026	Fund Total
14	Sidewalk: 284th St NW		Other Grant Funding							\$ -
S-16	PE	\$ 30,980	TBD Funds							\$ -
	ROW	\$ 65,220	WSDOT Funds							\$ -
	CN	\$ 89,680	TIB Grant Funding							\$ -
	TOTAL	\$ 185,880	PSRC/STP Funding							\$ -
	Comments: Add sidewalk on west side between 68th St to 69th St		Developer Funded							\$ -
			Local - City			\$ 185,880				\$ 185,880
			SUBTOTAL THIS PROJECT	\$ -	\$ -	\$ 185,880	\$ -	\$ -	\$ -	\$ 185,880
15	Sidewalk: 272nd St NW		Other Grant Funding		\$ 20,000	\$ 250,000				\$ 270,000
S-17	PE	\$ 20,000	TBD Funds							\$ -
	ROW		WSDOT Funds							\$ -
	CN	\$ 250,000	TIB Grant Funding							\$ -
	TOTAL	\$ 270,000	PSRC/STP Funding							\$ -
	Comments: North side between 72nd Ave and West of 78th Ave.		Developer Funded							\$ -
			Local - City							\$ -
			SUBTOTAL THIS PROJECT	\$ -	\$ 20,000	\$ 250,000	\$ -	\$ -	\$ -	\$ 270,000
16	80th Ave Reconstruction & Widening		Other Grant Funding							\$ -
R-2	PE	\$ 1,406,000	TBD Funds							\$ -
	ROW	\$ 703,000	WSDOT Funds							\$ -
	CN	\$ 4,921,000	TIB Grant Funding							\$ -
	TOTAL	\$ 7,030,000	PSRC/STP Funding							\$ -
	Comments: between aprox. 276th St to north city limits		Developer Funded							\$ -
			Local - City	\$ 1,406,000	\$ 5,624,000					\$ 7,030,000
			SUBTOTAL THIS PROJECT	\$ 1,406,000	\$ 5,624,000	\$ -	\$ -	\$ -	\$ -	\$ 7,030,000
17	64th and SR532 Intersection		Other Grant Funding							\$ -
I-2	PE	\$ 525,000	TBD Funds							\$ -
	ROW		WSDOT Funds						\$ 3,500,000	\$ 3,500,000
	CN	\$ 2,975,000	TIB Grant Funding							\$ -
	TOTAL	\$ 3,500,000	PSRC/STP Funding							\$ -
	Comments: 64th & SR532		Developer Funded							\$ -
			Local - City							\$ -
			SUBTOTAL THIS PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000
18	Sidewalk: 98th Dr. NW		Other Grant Funding							\$ -
S-8	PE	\$ 20,540	TBD Funds							\$ -
	ROW	\$ 43,240	WSDOT Funds							\$ -
	CN	\$ 59,460	TIB Grant Funding							\$ -
	TOTAL	\$ 123,240	PSRC/STP Funding							\$ -
	Comments: Add sidewalk on east side of 98th Dr. between SR532 and 270th St		Developer Funded							\$ -
			Local - City			\$ 123,240				\$ 123,240
			SUBTOTAL THIS PROJECT	\$ -	\$ -	\$ 123,240	\$ -	\$ -	\$ -	\$ 123,240

City of Stanwood Six Year Transportation Improvement Plan (2021-2026)

Priority No. / Proj No. <i>need to revise</i>	Transportation Capital Project		Funding	2021	2022	2023	2024	2025	2026	Fund Total
19	Sidewalk: 284th St NW		Other Grant Funding							\$ -
S-23	PE	\$ 30,980	TBD Funds							\$ -
	ROW	\$ 65,220	WSDOT Funds							\$ -
	CN	\$ 89,680	TIB Grant Funding							\$ -
	TOTAL	\$ 185,880	PSRC/STP Funding							\$ -
	Comments: South side between 68th and east of 70th Ave		Developer Funded							\$ -
			Local - City			\$ 185,880				\$ 185,880
			SUBTOTAL THIS PROJECT	\$ -	\$ -	\$ 185,880	\$ -	\$ -	\$ -	\$ 185,880
xx	270th St and 271st St Improvements with mini roundabouts		Other Grant Funding						\$ 3,000,000	\$ 3,000,000
R-14	PE	\$ 200,000	TBD Funds							\$ -
	ROW		WSDOT Funds							\$ -
	CN	\$ 3,000,000	TIB Grant Funding							\$ -
	TOTAL	\$ 3,200,000	PSRC/STP Funding							\$ -
	Comments: from 84th to 102nd Ave, widen sidewalk		Developer Funded							\$ -
			Local - City						\$ 200,000	\$ 200,000
			SUBTOTAL THIS PROJECT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,200,000	\$ 3,200,000
21	Sidewalk: Cedarhome Drive NW		Other Grant Funding					\$ 714,612		\$ 714,612
	PE	\$ 119,102	TBD Funds							\$ -
	ROW	\$ 250,740	WSDOT Funds							\$ -
	CN	\$ 344,770	TIB Grant Funding							\$ -
	TOTAL	\$ 714,612	PSRC/STP Funding							\$ -
	Comments: South Side between 271st St and 276th St		Developer Funded							\$ -
			Local - City							\$ -
			SUBTOTAL THIS PROJECT	\$ -	\$ -	\$ -	\$ -	\$ 714,612	\$ -	\$ 714,612
TOTAL PROJECT COST ESTIMATE				\$ 3,393,452	\$ 9,743,000	\$ 2,342,000	\$ 9,648,884	\$ 714,612	\$ 6,700,000	\$ 32,541,948

Other Grant Funding	\$ 660,000	\$ 2,525,000	\$ 1,847,000	\$ 5,170,000	\$ 714,612	\$ 3,000,000	\$ 13,916,612
TBD Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
WSDOT Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,500,000	\$ 3,500,000
TIB Grant Funding	\$ 350,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 350,000
PSRC/STP Funding	\$ -	\$ 330,000	\$ -	\$ -	\$ -	\$ -	\$ 330,000
Developer Funded	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Local - City	\$ 2,383,452	\$ 6,888,000	\$ 495,000	\$ 4,478,884	\$ -	\$ 200,000	\$ 14,445,336
TOTAL PROJECT COST ESTIMATE	\$ 3,393,452	\$ 9,743,000	\$ 2,342,000	\$ 9,648,884	\$ 714,612	\$ 6,700,000	\$ 32,541,948

Street Construction Fund (103)		Budget 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025
Beginning Cash & Investments		\$300,000	\$167,000	\$199,220	\$47,870	\$35,688	\$103,341
Revenues	Source totals						
Transfer in (Impact Fees 102)	\$1,350,000	\$250,000	\$400,000	\$400,000	\$100,000	\$100,000	\$100,000
Transfer in (Transportation Sales Tax 108)	\$1,940,523	\$300,000	\$309,000	\$318,270	\$327,818	\$337,653	\$347,782
Unidentified Grants--Sidewalk Projects	\$1,300,000		\$200,000	\$300,000	\$600,000	\$200,000	
Unidentified Grant (284th St.)	\$1,366,000			\$744,000	\$622,000		
Unidentified Grant (SR 532 Ovenell entrance)	\$2,500,000			\$1,000,000	\$1,500,000		
CDBG Grant (101st Av. Reconstruction)	\$2,640,000		\$660,000	\$132,000	\$1,848,000		
Developer Funding (284th Improvements)	\$4,354,000	\$500,000				\$3,854,000	
Developer Funded (276th Sidewalk)	\$200,000		\$200,000				
Unidentified Grant (272nd St. Sidewalk (72nd - 76th)	\$533,436		\$533,436				
Developer Funded (80th Ave Reconstruction)	\$7,030,000			\$2,109,000	\$4,921,000		
WSDOT Funded (SR 532 & 64th)	\$3,500,000			\$3,500,000			
WSDOT Funded (Hamilton Roundabout)	\$3,500,000				\$3,500,000		
Unidentified Grant (270th St NW Curbs 98th - 102nd)	\$735,828					\$735,828	
Unidentified Grant (Sidewalk Cedarhome Dr. 271st-276th)	\$714,612						\$714,612
RTCC Grant (Viking Way) (secured)	\$1,869,500	\$1,437,000	\$173,000	\$259,500			
RTCC Grant (Viking Way) (potential)	\$1,000,000				\$1,000,000		
State Direct Appropriation (Viking Way)	\$500,000	\$500,000					
TIB Grant (276th Overlay)	\$240,000	\$240,000					
TIB Grant (72nd Overlay)	\$450,000		\$450,000				
TIB Grant (68th Overlay)	\$450,000			\$450,000			
WSDOT grant SR532 Corridor Access Study	\$10,000	\$10,000					
Total Resources (includes 2020 BNC)	\$36,483,899	\$3,537,000	\$3,092,436	\$9,411,990	\$14,466,688	\$5,263,169	\$1,265,735
Expenditures:	Project Cost						
SR532 Corridor Access Study	\$10,000	\$10,000					
SR532/Ovenell Access *	\$3,500,000		\$330,000	\$700,000	\$2,470,000		
SR532/98th Hamilton Access *	\$3,500,000				\$3,500,000		
SR532 & 64th Roundabout *	\$3,500,000			\$3,500,000			
Viking Way / 90th *	\$2,000,000	\$2,000,000					
Viking Way Phase Two	\$1,500,000		\$200,000	\$300,000	\$1,000,000		
284th St Improvements: 80th Ave to City Limits*	\$6,220,000	\$500,000		\$744,000	\$622,000	\$4,354,000	
276th St.Overlay and ADA * (80th to E. city limits)	\$270,000	\$270,000					
Pavement Inventory	\$50,000	\$50,000					
271st Street (94th to Viaduct) seal coat	\$250,000	\$250,000					
90th Ave NW (271st to 272nd) *	\$124,884		\$124,884				
72nd Avenue SR532 to Pioneer Hwy Overlay	\$500,000		\$500,000				
101st Ave Reconstruction & Overlay *	\$2,640,000		\$660,000	\$132,000	\$1,848,000		
68th Avenue Overlay	\$500,000			\$500,000			
80th Ave Reconstruction * (276th to 288th)	\$7,030,000			\$2,109,000	\$4,921,000		
270th St. Redesign Curbs 98th to 102nd *	\$735,828					\$735,828	
Summarized Sidewalk Projects*	\$3,252,064	\$220,000	\$1,008,332	\$1,309,120	\$0	\$0	\$714,612
Miscellaneous Sidewalk/Trail Installation/Repairs	\$420,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000	\$70,000
Total Expenditures	\$36,002,776	\$3,370,000	\$2,893,216	\$9,364,120	\$14,431,000	\$5,159,828	\$784,612
Ending Cash & Investments		\$167,000	\$199,220	\$47,870	\$35,688	\$103,341	\$481,123

Detailed 2020 - 2025 Sidewalk Projects		Budget 2020	Forecast 2021	Forecast 2022	Forecast 2023	Forecast 2024	Forecast 2025
276th St. Sidewalk (North side 70th - 72nd)	\$250,000	\$50,000	\$200,000				
92nd Ave NW -(Sidewalk in front of bowling alley)	\$150,000	\$150,000					
72nd Ave Sidewalk * (272nd to 276th)	\$270,000	\$20,000	\$250,000				
273rd Pl. NW Sidewalk *	\$172,452		\$172,452				
272nd St. Sidewalk (72nd Ave. to Pioneer Hwy)*	\$1,200,000		\$200,000	\$1,000,000			
284th St Sidewalk * (W. side 68th St. to 69th St.)	\$185,880		\$185,880				
98th Dr. Sidewalk 268th to 270th *	\$123,240			\$123,240			
284th St Sidewalk * (So. Side between 68th & 69th)	\$185,880			\$185,880			
Sidewalk Cedarhome Dr. 271st-276th *	\$714,612						\$714,612

Project:	Stanwood-Port Susan Trail							
Capital Budget	Previous Years	2020	2021	2022	2023	2024	2025	Project Total
Sources/Funding	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
General Funds		\$ 377,000		\$ 5,000				\$ 382,000
Unidentified Funds					\$ 300,000	\$ 1,700,000	\$ 411,750	\$ 2,411,750
Local Funds-Impact Fees								\$ -
Local Funds-REET1								\$ -
Local Funds-REET2	\$ 71,710							\$ 71,710
Loan- Snoco		\$ 73,000						\$ 73,000
Total Sources	\$ 71,710	\$ 450,000	\$ -	\$ 5,000	\$ 300,000	\$ 1,700,000	\$ 411,750	\$ 2,938,460
Uses/Costs	Appropriated to Date	Budget	Projection	Projection	Projection	Projection	Projection	Projection
Planning and Design-NMTP	\$ 71,710							\$ 71,710
Berm Trail		\$ 200,000						\$ 200,000
Design & Permit Port Susan Ph 2		\$ 250,000						
Planning-prepare RCO Grant App				\$ 5,000				
Phase 3 Construction (Public Works Loop)					\$ 300,000	\$ 1,700,000		
Phase 3 Construction (Church Creek Loop)	\$ -						\$ 411,750	\$ 411,750
Total Uses	\$ 71,710	\$ 450,000	\$ -	\$ 5,000	\$ 300,000	\$ 1,700,000	\$ 411,750	\$ 2,938,460
Capital Sources Over (Under) Uses	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -

Type	Project ID	Project Name	Total Cost Estimate	TIF Eligible?	TIF Eligible Percent ⁽¹⁾	TIF Eligible Cost	Potential Grant Percent ⁽²⁾	Potential Grants	General City Transportation Funds Percent	General City Transportation Funds Cost	Relative Priority	Time Frame
New Roadway	N-1	Viking Way 88th Avenue NW to 92nd Avenue NW	\$ 5,580,000	Partial	50%	\$2,790,000	50%	\$2,790,000	0%	\$0	High	Short
New Roadway	N-2	90th Avenue NW SR 532 to 271st Street NW	\$ 5,410,000	Partial	50%	\$2,705,000	50%	\$2,705,000	0%	\$0	High	Short
New Roadway	N-3	Downtown to East Residential Connectors	\$ 80,000	Yes	100%	\$80,000	0%	\$0	0%	\$0	Medium	Short
Pedestrian Network	P-1	Camano Street SR 532 to 271st Street NW	\$ 380,000	Partial	10%	\$38,000	0%	\$0	90%	\$342,000	High	Mid
Pedestrian Network	P-2	276th Street NW 76th Drive NW to 68th Avenue NW	\$ 780,000	Partial	10%	\$78,000	0%	\$0	90%	\$702,000	Medium	Long
Pedestrian Network	P-3	102nd Avenue NW 276th Street NW to SR 532	\$ 470,000	Partial	10%	\$47,000	0%	\$0	90%	\$423,000	Medium	Long
Pedestrian Network	P-4	Cedarhome South 276th Street NW to Florence Road	\$ 400,000	Partial	10%	\$40,000	0%	\$0	90%	\$360,000	Medium	Long
Pedestrian Network	P-5	276th Street NW (Lover's Lane) 92nd Avenue NW to 102nd Avenue NW	\$ 510,000	Partial	10%	\$51,000	0%	\$0	90%	\$459,000	Medium	Long
Bicycle Network	B-1	Pioneer Highway 288th Street NW to 72nd Avenue NW (Lindstrom Road)	\$ 5,200,000	Partial	10%	\$520,000	20%	\$1,040,000	70%	\$3,640,000	Medium	Mid
Bicycle Network	B-2	267th Street NW / 268th Street NW Pioneer Highway to 72nd Avenue NW (Lindstrom Road)	\$ 6,290,000	Partial	10%	\$629,000	20%	\$1,258,000	70%	\$4,403,000	Medium	Long
Bicycle Network	B-3	Cedarhome Drive 88th Avenue NW to 276th Street NW	\$ 3,460,000	Partial	10%	\$346,000	20%	\$692,000	70%	\$2,422,000	Medium	Long
Bicycle Network	B-4	271st St NW SR 532 (270th Street NW) to 88th Avenue NW	\$ 320,000	Partial	10%	\$32,000	0%	\$0	90%	\$288,000	Medium	Long
Bicycle Network	B-5	92nd Avenue NW SR 532 to 276th Street NW	\$ 2,660,000	Partial	10%	\$266,000	20%	\$532,000	70%	\$1,862,000	Medium	Long
Bicycle Network	B-6	276th Street NW (Lover's Lane) 92nd Avenue NW to 102nd Avenue NW	\$ 3,120,000	Partial	10%	\$312,000	0%	\$0	90%	\$2,808,000	Medium	Long
Bicycle Network	B-7	Rails to Trails Railroad line - Saratoga Dr to Lane Rd	\$ 1,110,000	Partial	10%	\$111,000	0%	\$0	90%	\$999,000	Medium	Long
Other Agency Improvements	O-1	Old Pacific Highway	n/a	No	0%	-	0%	-	0%		n/a	n/a
Other Agency Improvements	O-2	Pioneer Highway North	n/a	No	0%	-	0%	-	0%		n/a	n/a
Other Agency Improvements	O-3	268th Street NW	n/a	No	0%	-	0%	-	0%		n/a	n/a
Other Agency Improvements	O-4	Pioneer Highway South	n/a	No	0%	-	0%	-	0%		n/a	n/a
Other Agency Improvements	O-5	Marine Drive	n/a	No	0%	-	0%	-	0%		n/a	n/a
Citywide Programs	C-1	Small Capital Projects	\$ 2,050,000	No	0%	\$0	0%	\$0	100%	\$2,050,000	High	Ongoing
Citywide Programs	C-2	Maintenance & Operations	\$ 10,025,000	No	0%	\$0	0%	\$0	100%	\$10,025,000	High	Ongoing

Type	Project ID	Project Name	Total Cost Estimate	TIF Eligible?	TIF Eligible Percent ⁽¹⁾	TIF Eligible Cost	Potential Grant Percent ⁽²⁾	Potential Grants	General City Transportation Funds Percent	General City Transportation Funds Cost	Relative Priority	Time Frame
Intersection / Operations	I-1	Viking Way / 90th Avenue NW Intersection	\$ 970,000	Partial	75%	\$727,500	0%	\$0	25%	\$242,500	High	Short
Intersection / Operations	I-2	SR 532 / 64th Ave N Intersection	\$ 1,160,000	Partial	50%	\$580,000	0%	\$0	50%	\$580,000	Medium	Mid
Intersection / Operations	I-3	272nd Street NW / 72nd Ave N (Lindstrom Road) Intersection	\$ 360,000	No	0%	\$0	0%	\$0	100%	\$360,000	High	Short
Intersection / Operations	I-4	SR 532 / 270th Street NW Intersection	\$ 110,000	Partial	50%	\$55,000	0%	\$0	50%	\$55,000	Medium	Mid
Intersection / Operations	I-5	SR 532 / 98th Drive NW Intersection	\$ 1,400,000	Partial	50%	\$700,000	0%	\$0	50%	\$700,000	Medium	Mid
Widening / Reconstruction	R-1	72nd Avenue NW Improvements 268th Street NW to 276th Street NW	\$ 5,280,000	Partial	30%	\$1,584,000	50%	\$2,640,000	20%	\$1,056,000	High	Short
Widening / Reconstruction	R-2	80th Avenue NW Improvements 276th Street NW to 288th Street NW	\$ 7,030,000	Partial	30%	\$2,109,000	50%	\$3,515,000	20%	\$1,406,000	High	Short
Widening / Reconstruction	R-3	68th Avenue Reconstruction 280th Street to 288th Street	\$ 4,300,000	Partial	30%	\$1,290,000	50%	\$2,150,000	20%	\$860,000	High	Short
Widening / Reconstruction	R-4	272nd Street NW Reconstruction 72nd Avenue NW to Pioneer Highway	\$ 8,820,000	Partial	30%	\$2,646,000	50%	\$4,410,000	20%	\$1,764,000	High	Short
Widening / Reconstruction	R-5	101st Avenue NW Reconstruction 270th Street NW to 274th Place NW	\$ 2,640,000	Partial	30%	\$792,000	0%	\$0	70%	\$1,848,000	Medium	Short
Widening / Reconstruction	R-6	270th Street NW Reconstruction 102nd Avenue NW to Camano Street	\$ 12,360,000	Partial	30%	\$3,708,000	50%	\$6,180,000	20%	\$2,472,000	Medium	Short
Widening / Reconstruction	R-7	284th Street NW Improvements 68th Avenue NW to 80th Avenue NW	\$ 6,220,000	Partial	30%	\$1,866,000	50%	\$3,110,000	20%	\$1,244,000	Medium	Short
Widening / Reconstruction	R-8	102nd Avenue NW Overlay SR 532 to 276th Street NW	\$ 310,000	Partial	30%	\$93,000	0%	\$0	70%	\$217,000	Medium	Short
Widening / Reconstruction	R-9	98th Drive NW Reconstruction 268th Street NW to 271st Street NW	\$ 1,920,000	Partial	30%	\$576,000	0%	\$0	70%	\$1,344,000	Low	Long
Widening / Reconstruction	R-10	SR 532 Flood Berm Marine Drive and 92nd Avenue NW	\$ 2,700,000	No	0%	\$0	50%	\$1,350,000	50%	\$1,350,000	High	Short
Widening / Reconstruction	R-11	Pioneer Highway Slide REET 1	\$ 50,000	No	0%	\$0	0%	\$0	100%	\$50,000	Low	Short
Widening / Reconstruction	R-12	Cedarhome Drive Improvements Triangle Drive to 276th Street NW	\$ 250,000	Partial	30%	\$75,000	30%	\$75,000	40%	\$100,000	Low	Mid
Widening / Reconstruction	R-13	288th Street NW Reconstruction 80th Avenue NW to Pioneer Highway	\$ 7,250,000	Partial	30%	\$2,175,000	0%	\$0	70%	\$5,075,000	Low	Mid
Widening / Reconstruction	R-14	64th Avenue NW / Woodland Road SR 532 to 68th Ave NW	\$ 7,250,000	Partial	30%	\$2,175,000	0%	\$0	70%	\$5,075,000	Low	Mid
Widening / Reconstruction	R-15	64th Avenue SR 532 to Pioneer Hwy	\$ 5,720,000	Partial	30%	\$1,716,000	0%	\$0	70%	\$4,004,000	Low	Long



**CITY OF STANWOOD
PUBLIC WORKS COMMITTEE
AGENDA STAFF REPORT**

ITEM NUMBER: 2
DATE: May 4, 2020
SUBJECT: Contract with QCC for Telemetry System
CONTACT PERSON: Kevin Hushagen, Public Works Director
ATTACHMENTS: A) Scope and fee

ISSUE

Proposed contract with QCC to develop and install telemetry system for the wastewater department.

SUMMARY STATEMENT

QCC was recently contracted with to upgrade the SCADA system at the WWTP. Staff is now seeking to expand on that work and upgrade the telemetry system to provide reliable communications with the sewer lift stations.

DISCUSSION

The current system includes some auto dialers and technology that is obsolete and unsupported. There is \$300,000 budgeted for this work and QCC's quote is for \$172,700 with an option to purchase spare parts at a cost of \$18,407.



Scope and Price Estimate

May 1, 2020, 2020 Quote Number: Q3663A

To: City of Stanwood
 Attn: Kevin Hushagen, Public Works Director
 Shawn Smith, City Engineer

Project: **Stanwood Telemetry System Replacement Project:**

Reference: -Existing Radio Telemetry System
 -Main Pump Station Project Coordination with RH2
 -Existing WWTP PLC Hardware Modernization and Integration

Terms: Net 30
FOB: Lynnwood, WA
Freight: Prepaid and allowed

Thank you for the opportunity to provide this proposal for the Stanwood Sewer System Telemetry solution.

This quote is valid for 60 days

QCC is pleased to provide this proposal for the above referenced project. Quality Controls Corp. (QCC) provides services and materials, FOB Lynnwood, WA, complete. QCC's quoted price does not include tax or the cost to bond this project.

Please call me with any technical questions or if you have any questions concerning the pricing on this quotation.

Sincerely,

James Cross

Pricing

Price to provide a fully functional system as detailed below:	\$	172,700.00
-Additional price for recommended WWTP spare parts:	\$	\$18,407.00

Summary of the Proposed Scope

QCC has recently completed a project to replace the city's SCADA system with a new Allen Bradley FactoryTalk View SE application. The new computer servers, network equipment, and software that provided a significant improvement allowing monitoring, data collection, and analytics of process information at the sewer treatment plant. The system was designed with considerations that the city's existing pump station telemetry system was unreliable and built with technology that is now obsolete and unsupported. The new SCADA system is designed to accommodate expansion and integration with the sewer districts remote facilities as the telemetry system is upgraded.

This quotation includes the hardware and engineering services required to update the plant control system hardware and build a new telemetry system with a new high speed ethernet network that will provide remote monitoring and data acquisition of all remote city sewer pump stations. The new telemetry system will replace the existing obsolete and unsupported telemetry systems with a single integrated network. The proposed solution provides the following benefits in upgrading the existing system:

1. WWTP Modernization- The existing control system hardware at the wastewater treatment plant utilizes a main plant processor and industrial network hardware that is obsolete and no longer supported by the manufacturer. Recent hardware failures at the plant have shutdown the automatic operations of the plant and required emergency field service to repair. This quotation includes upgrading the obsolete hardware and integrating the new plant control system network with the remote pump stations.
2. Support- The exiting equipment used to monitor remote pump stations is services no longer supported by the hardware manufactures. This proposal utilizes new technology and hardware with guaranteed long-term support by local contractors and the hardware manufacturers.
3. Reliability- The new network will utilize the reliability of Verizon's Wireless 4G network to provide continuous connections to all locations in the city. The network is protected by Verizon's network infrastructure including 24/7 network monitoring, backup power generation, and federally mandated critical infrastructure performance specifications.
4. Real time data acquisition- The proposed ethernet network will provide real time data monitoring. The SCADA system installed at the sewer plant by QCC is designed to

accommodate integration with the proposed telemetry system to allow continuous real time historical logging of process data from the remote pump stations.

5. **Remote Support-** The proposed telemetry system will allow remote troubleshooting, support, and upgrades to allow QCC to support the maintenance and operations staff in troubleshooting, upgrading, and maintaining the system, reducing costs of onsite engineering services.

The new telemetry system will replace both the existing licensed radio network and the existing Antx telephony alarm dialer systems. The new system will be a integrated telemetry network that will provide reliable real time supervisory and data monitoring of all eight of the city's remote sewer pump stations. A new Master Telemetry Unit (MTU) located at the headquarters will communicate to new Remote Telemetry Units (RTUs) installed at each of the remote pump stations. This proposal includes all equipment and labor necessary to provide the city with a fully functional, tested, and operational system by utilizing the SCADA system already developed by QCC for the city.

The scope of work below provides a detailed description of the hardware and services to be provided under this proposal.

Detailed Scope of Work

QCC provides the following hardware and services for each the city facilities as described below.

1. **Sewer Plant Control System Upgrade:** The following hardware and services are provided for upgrade of the wastewater treatment control system hardware:
 - A. **Hardware-** The following hardware is provided, installed:
 - i. Qty 1 x Plant Main Controller- Allen Bradley ControlLogix 1756-L84E embedded Ethernet communications.
 - ii. Qty 5 x Ethernet Adapter Modules- Allen Bradley 1756-EN2T Ethernet dual port 10-100M Interface Module.
 - iii. Qty 1 x Managed industrial Ethernet Switch, Ntron 708TX
 - iv. Qty 1 x Cellular Router. - Cradlepoint IBR650, includes required antennas and cables.
 - v. Qty 4 x Ethernet cabling- Shielded CAT-6 industrial ethernet cable.
 - B. ***Optional spare hardware-** The following critical hardware components are recommended. These parts are provided as an option to the base project.
 - i. Qty 1 x Plant Main Controller- Allen Bradley ControlLogix 1756-L84E process controller, embedded Ethernet communications.
 - ii. Qty 1 x Ethernet Adapter Modules- Allen Bradley 1756-EN2T Ethernet dual port 10-100M Interface Module.
 - C. **Installation** – QCC provides installation of the hardware provided under this quotation. The new controller is installed in place of the exiting unsupported processor. Includes replacing the obsolete ControNet plant IO network with a new high-speed Ethernet/IP network.

- D. **Programming-** QCC provides the required programming and configuration for a fully functional system. Includes all required PLC, SCADA, and network hardware programming.
 - E. **Startup and Testing-** QCC provides the required functional testing required to demonstrate a fully functional system.
 - F. **Training-** QCC provides operator and maintenance staff training for al hardware and software system upgrades.
2. **Taylor Pump Station:** The following hardware and services are provided for upgrade of the exiting station telemetry system:
- A. **Hardware-** The following hardware is provided, installed:
 - i. New Telemetry Control Panel- UL listed control panel to replace the existing auto-dialer control panel. Includes the following major components:
 - a) Enclosure – NEMA 4X, rated for outdoor installation.
 - b) RTU Controller- Allen Bradley CompactLogix 1769-L24ER-QB1B, dual Ethernet, embedded IO.
 - c) Analog input card- 1769-IF2
 - d) 24VDC uninterruptable power supply, includes required batteries.
 - e) MTU Cellular Router- Cradlepoint IBR650, includes required antennas and cables.
 - f) Ethernet switch, 5 port unmanaged.
 - g) Main circuit breaker- 120VAC 1P, 5A.
 - h) Enclosure heater- 60W enclosure heater and T-stat.
 - i) Fuses, terminals, wire, wire tags, and labels as required.
 - ii. Wet well level signal repeater- Analog signal isolator I/2I – for integration of wet well level into new telemetry system. Note- level signal to be integrated if available at the station.
 - B. **Installation** – QCC provides installation of the hardware provided under this quotation.
 - C. **Programming-** QCC provides the required programming and configuration for a fully functional system. Includes all required PLC, SCADA, and network hardware programming.
 - D. **Startup and Testing-** QCC provides the required functional testing required to demonstrate a fully functional system.
 - E. **Training-** QCC provides operator and maintenance staff training for al hardware and software system upgrades.
3. **Lindstrom Pump Station:** The following hardware and services are provided for upgrade of the exiting station telemetry system:
- A. **Hardware-** The following hardware is provided, installed:
 - i. RTU Controller- Allen Bradley CompactLogix 1769-L24ER-QB1B, dual Ethernet, embedded IO.

- ii. MTU Cellular Router- Cradlepoint IBR650, includes required antennas and cables.
- iii. Ethernet switch, 5 port unmanaged.
- iv. Operator Interface- Panelview 7" OIT Panelview
- v. Operator interface cover- hinged access cover for operator interface, grey steel.

- B. **Installation** – QCC provides installation of the hardware provided under this quotation.
 - C. **Programming**- QCC provides the required programming and configuration for a fully functional system. Includes all required PLC, SCADA, and network hardware programming.
 - D. **Startup and Testing**- QCC provides the required functional testing required to demonstrate a fully functional system.
 - E. **Training**- QCC provides operator and maintenance staff training for al hardware and software system upgrades.
4. **Church Creek Pump Station:** The following hardware and services are provided for upgrade of the exiting station telemetry system:
- A. **Hardware**- The following hardware is provided, installed:
 - i. RTU Controller- Allen Bradley CompactLogix 1769-L24ER-QB1B, dual Ethernet, embedded IO.
 - ii. MTU Cellular Router- Cradlepoint IBR650, includes required antennas and cables.
 - iii. Ethernet switch, 5 port unmanaged.
 - iv. Operator Interface- Panelview 7" OIT Panelview
 - B. **Installation** – QCC provides installation of the hardware provided under this quotation.
 - C. **Programming**- QCC provides the required programming and configuration for a fully functional system. Includes all required PLC, SCADA, and network hardware programming.
 - D. **Startup and Testing**- QCC provides the required functional testing required to demonstrate a fully functional system.
 - E. **Training**- QCC provides operator and maintenance staff training for al hardware and software system upgrades.
5. **Cedar Homes Pump Station:** The following hardware and services are provided for upgrade of the exiting station telemetry system:
- A. **Hardware**- The following hardware is provided, installed:
 - i. New Telemetry Control Panel- UL listed control panel to replace the existing auto-dialer control panel. Includes the following major components:
 - a) Enclosure – NEMA 4, rated for indoor installation.
 - b) RTU Controller- Allen Bradley CompactLogix 1769-L24ER-QB1B, dual Ethernet, embedded IO.
 - c) Analog input card- 1769-IF2

- d) 24VDC uninterruptable power supply, includes required batteries.
 - e) MTU Cellular Router- Cradlepoint IBR650, includes required antennas and cables.
 - f) Ethernet switch, 5 port unmanaged.
 - g) Main circuit breaker- 120VAC 1P, 5A.
 - h) Enclosure heater- 60W enclosure heater and T-stat.
 - i) Fuses, terminals, wire, wire tags, and labels as required.
 - ii. Wet well level signal repeater- Analog signal isolator I/2I – for integration of wet well level into new telemetry system. Note- level signal to be integrated if available at the station.
 - B. **Installation** – QCC provides installation of the hardware provided under this quotation.
 - i. New 120VAC circuit- QCC provides installation of conduit and conductors to provide 120VAC feed from existing panelboard.
 - C. **Programming**- QCC provides the required programming and configuration for a fully functional system. Includes all required PLC, SCADA, and network hardware programming.
 - D. **Startup and Testing**- QCC provides the required functional testing required to demonstrate a fully functional system.
 - E. **Training**- QCC provides operator and maintenance staff training for all hardware and software system upgrades.
6. **Mineral Point Pump Station:** The following hardware and services are provided for upgrade of the existing station telemetry system:
- A. **Hardware**- The following hardware is provided, installed:
 - a) MTU Cellular Router- Cradlepoint IBR650, includes required antennas and cables.
 - B. **Installation** – QCC provides installation of the hardware provided under this quotation.
 - C. **Programming**- QCC provides the required programming and configuration for a fully functional system. Includes all required PLC, SCADA, and network hardware programming.
 - D. **Startup and Testing**- QCC provides the required functional testing required to demonstrate a fully functional system.
 - E. **Training**- QCC provides operator and maintenance staff training for all hardware and software system upgrades.
7. **Copper Ridge Pump Station:** The following hardware and services are provided for upgrade of the existing station telemetry system:
- A. **Hardware**- The following hardware is provided, installed:
 - i. RTU Controller- Allen Bradley CompactLogix 1769-L24ER-QB1B, dual Ethernet, embedded IO.

- ii. MTU Cellular Router- Cradlepoint IBR650, includes required antennas and cables.
 - iii. Ethernet switch, 5 port unmanaged.
 - iv. Operator Interface- Panelview 7" OIT Panelview
 - v. Operator interface cover- hinged access cover for operator interface, grey steel.
 - B. **Installation** – QCC provides installation of the hardware provided under this quotation.
 - C. **Programming**- QCC provides the required programming and configuration for a fully functional system. Includes all required PLC, SCADA, and network hardware programming.
 - D. **Startup and Testing**- QCC provides the required functional testing required to demonstrate a fully functional system.
 - E. **Training**- QCC provides operator and maintenance staff training for all hardware and software system upgrades.
8. **Pioneer Hills Pump Station:** The following hardware and services are provided for upgrade of the existing station telemetry system:
- A. **Hardware**- The following hardware is provided, installed:
 - i. New Telemetry Control Panel- UL listed control panel to replace the existing auto-dialer control panel. Includes the following major components:
 - a) Enclosure – NEMA 4, rated for indoor installation.
 - b) RTU Controller- Allen Bradley CompactLogix 1769-L24ER-QB1B, dual Ethernet, embedded IO.
 - c) Analog input card- 1769-IF2
 - d) 24VDC uninterruptible power supply, includes required batteries.
 - e) MTU Cellular Router- Cradlepoint IBR650, includes required antennas and cables.
 - f) Ethernet switch, 5 port unmanaged.
 - g) Main circuit breaker- 120VAC 1P, 5A.
 - h) Enclosure heater- 60W enclosure heater and T-stat.
 - i) Fuses, terminals, wire, wire tags, and labels as required.
 - ii. Wet well level signal repeater- Analog signal isolator I/2I – for integration of wet well level into new telemetry system. Note- level signal to be integrated if available at the station.
 - B. **Installation** – QCC provides installation of the hardware provided under this quotation.
 - i. New 120VAC circuit- QCC provides installation of conduit and conductors to provide 120VAC feed from existing panelboard.
 - C. **Programming**- QCC provides the required programming and configuration for a fully functional system. Includes all required PLC, SCADA, and network hardware programming.
 - D. **Startup and Testing**- QCC provides the required functional testing required to demonstrate a fully functional system.

- E. Training-** QCC provides operator and maintenance staff training for all hardware and software system upgrades.
- 9. General services for all upgraded sites:** QCC provides the required engineering and programming services for providing a fully functional telemetry system. Includes following tasks at minimum:
- A.** Onsite review and evaluation of the existing control systems. QCC provides the engineering required to determine the features and functions of the existing telemetry and control system as required to implement comprehensive features into the new system. Task include, among others:
 - i. Identifying and documenting SCADA IO for each of the upgraded RTU sites.
 - ii. Reviewing and outlining the functional requirements of the control and SCADA system for all upgraded sites.
 - iii. Developing as-built telemetry panel drawings for each of the upgraded RTU sites.
 - B.** QCC provides the required programming services to provide fully functional telemetry and control system. Tasks include, among others:
 - i. All required PLC programming for each of the upgraded sites.
 - ii. All required SCADA programming necessary to upgrade each of the sites listed above.
 - iii. All required firewall routers programming and configuration required to establish the secure connection between the SCADA system and each remote site.
 - C.** QCC provides the hardware installation for the equipment provided under this quotation. The above quoted hardware is to be installed as a direct replacement to the existing RTU and radio equipment currently installed at each site. Where required QCC includes the services of licensed electrical contractors for installation of new conduits, power circuits, and equipment mounting.
 - D.** Onsite Startup and Commissioning- QCC provides all required onsite testing and startup services to assist in the commissioning the upgraded system. Includes factory bench testing prior to delivery of the hardware, and field testing of the new network hardware supplied by QCC. QCC provides functional testing of the new system.
 - E.** 1-year comprehensive materials and labor warranty for all equipment and services provided under this quotation.
- 10. Cellular network development:** QCC provides the required coordination with Verizon wireless to build a new cellular telemetry network for the City of Stanwood Public works. QCC provides the required technical and administrative coordination to build the network and activate all supplied equipment.
- 11. Note regarding the Main Pump Station:** The city is currently working with RH2 Engineering to develop a major upgrade to the Main Pump Station. QCC's has coordinated with RH2 Engineering and determined that integration of the Main Pump Station should be completed

following the station upgrade project. This scope does not include upgrades to the existing Main Pump Station hardware or software at this time.



**CITY OF STANWOOD
PUBLIC WORKS COMMITTEE
AGENDA STAFF REPORT**

ITEM NUMBER: 3

DATE: May 4, 2020

SUBJECT: Contract with PACE for Plans, Specifications and Estimates (PS&E) for Phase 2 of the Irvine Slough Stormwater Separation (IS4) Project

CONTACT PERSON: Kevin Hushagen, Public Works Director

ATTACHMENTS: A) Scope and fee

ISSUE

Proposed contract with PACE for PS&E of the Phase 2 IS4 Project to include the pump station, force main and outfall.

SUMMARY STATEMENT

PACE was under contract to provide PS&E for Phase 1 of the IS4 Project and we are awaiting permitting to bid the project. In an effort to keep the project moving forward staff is requesting a contract with PACE to design Phase 2.

DISCUSSION

Phase 1 of the IS4 project is being permitted to allow to go to construction. This phase includes work at the existing Irvine Slough pump station and piping at the west end of town for conveyance. Phase 2 will build a new pump station on 92nd and a force main out of the station to an outfall on the Stillaguamish River near the WWTP outfall. There is \$1,900,000 budgeted for the IS4 project and the engineer's estimate for the phase 1 work is \$957,000 and this contract for \$202,000 will come out of the remaining.

April 14, 2020

Patricia Love
City of Stanwood
10220 270th Street NW
Stanwood, Washington 98292

**Subject: Irvine Slough Stormwater Separation Phase 2
Proposal for Final (100%) Design Scoping**

Dear Patricia:

Thank you for selecting the PACE team for the next stage to resolving flooding issues in the City. Based on information gathered during our previous outreach and scoping phase of the project, we have prepared the following scope and fee for final design and plans preparation of the IS4 Phase 2 stormwater lift station and discharge system.

ADDITIONAL SERVICES

With the original 30% scope and fee for Phase 1, we were able to complete a 100% design of Phase 1 and finish a 30% design for most of Phase 2 of the IS4 stormwater separation project. This scope and fee is to complete the Phase 2 design to bid ready construction documents. I am also going to have a task to update the Phase 1 plans to current standards once we have an actual project advertisement date. Initially we will need to arrive at an outfall design that may be a combined outfall with the existing wastewater treatment effluent outfall at the old Stillaguamish River. Then we will need to define the existing conveyance system in the city that flows to the Phase 2 lift station so a water quality treatment system can be retrofitted. This existing city pipe network is surcharged with stormwater and is very difficult to ascertain where pipes are coming from. We will need to pump this system down to identify the conveyance system. Then we can design the segmented water quality design system for the basin that flows to the Phase 2 pump. We will also identify and finalize the details of the pump station itself, electrical plans, mechanical plans, bypass and survey information in various locations in the City to provide enough information for PACE to determine the location of the lift station, discharge force main and outfall.

After these infrastructure locations are determined, more in-depth geotechnical investigations will begin, pump hydrology will be determined, and design of the station itself will begin. Lastly, environmental permits and necessary mitigation will be identified and designed, and the permitting process will begin.

The following scope of services is intended to deliver a 30% design completion plan set for the pump station, discharge force main and outfall.

SCOPE OF WORK

Task 201 – Project Management

During the design of the lift station, the management of the project design team specific to timing and design needs will be critical. It is anticipated that during the water quality treatment system design there will be a need for more survey data. This need will be managed to only include a survey effort for needed areas within the city. It is also anticipated that there will be a need to manage the geotechnical consultant and the environmental permitting sub-consultant.

PACE will manage all efforts including any subconsultants and report progress to the City on a weekly basis, or as often as is needed during the design effort. This task will include all meetings with the City and sub-consultants necessary to complete the final design plans.

Fee: Hourly (Est. \$10,000)

Task 202 – Phase 1 Plans, Specs and Estimates Update

PACE will perform a re-visit of the full PS&E package currently completed for IS4 Phase 1 and update these documents as necessary.

Deliverable for this task will be an updated and complete bid ready Plans, Specifications and Cost Estimates package for Phase 1 for the Irvine Slough Stormwater Separation Project.

Fee: Hourly (Est. \$7,000)

Task 203 – Project Surveying/Mapping

PACE will be performing the surveying for the project, with individual tasks to be discussed, budgeted and approved by the City of Stanwood. We will do this as the scope of the surveying effort is not yet defined.

Deliverable for this task will be supplemental information to the existing IS4 site survey map.

Fee: Hourly (Est. \$25,000)

Task 204 – Analysis of Outfall Options

One of the design elements still in the preliminary stages is the outfall design. Options for the outfall configuration to be analyzed are as follows:

- Combine the Phase 2 pump station discharge with the existing wastewater treatment outfall. This will require reconfiguration of the existing force main to a gravity discharge structure for the wastewater outfall. The existing 36" corrugated metal wastewater outfall pipe will be replaced with a larger pipe that could handle both the wastewater effluent and the discharge from the Phase 2 lift station at full capacity. The new pipe will be placed in approximately the same location and grade as the existing pipe.
- Keep the outfalls separate as to not disturb the existing wastewater discharge system. The current design is with a gravity overflow structure located just outside the ordinary high-water mark of the old Stillaguamish River. This will also require armoring of the bank. This outfall has a preliminary design.

Deliverable for this task will be as follows:

- Preliminary (30%) design of the outfall for the lift station to include plan and profile views of the proposed structures, conveyance as well as riverbank sections.

Fee: Hourly (Est. \$15,000)

Task 205 – Water Quality Retrofit Design

Upon identification of the existing basin that flows to the 92nd outfall location, PACE will design a water quality treatment system to treat all flows to be pumped by the Phase 2 pump. This system may be several small modular wetland treatment systems in individual sub-basins, or a single large system sited close to the lift station, or a bit of both. Siting and design considerations will be as follows:

- Maximizing efficiency of the available area for these small systems while minimizing the need for additional conveyance.
- Allow easy access for maintenance of the modular systems.

Deliverable for this task shall be:

- Summary of locations evaluated.
- Preliminary design of the drainage/roadway prism retrofit that will provide a water quality treatment system for the IS4 Phase 2 effluent.

As this design is still in the preliminary stages, the budget estimate for this task will be difficult to quantify. Additional budget may be needed if the scope of this task grows complex.

Fee: Hourly (Est. \$25,000)

Task 206 – 30% Plan Assembly

This task will include the assembly of all parts of the plan set to now include the water quality design for the basin as well as the revised outfall design. This will be combined with the current 30% plan set for the remainder of the project along with a revised 30% cost estimate.

The deliverables for this task shall be the combination of all deliverables for all tasks. In summary, they include the following:

- Prepare 30% design plans for IS4 Phase 2 lift station, water quality treatment system, conveyance and force main and outfall. Define any Right-of-Way/Easement requirements.
 - Prepare 30% design plans for the final force main outfall design option as provided by Task 204.
 - Prepare 30% plans for retrofitted water quality design to include locations, both plan and profile, of all treatment systems as well as conveyance design to and from water quality vaults.
 - Prepare 30% design plans for drainage and/or wastewater effluent bypass during construction of new outfall.
 - Prepare 30% design plans for all necessary temporary erosion control measures and miscellaneous details.
 - Revise and combine the existing Phase 2 plan set with the water quality design and outfall sheets for a complete 30% plan set.

Fee: Hourly (Est. \$45,000)

Task 207 – 60%, 90% and 100% Design and Construction Documents

Prepare construction plans and specifications based on the Washington State Department of Transportation (WSDOT) Standard Specifications for Road, Bridge, and Municipal Construction. The general requirements of the WSDOT Standard Specifications will serve as the contract general conditions unless other contract conditions are provided by the City. Special provisions to the standard specifications will be prepared as necessary.

1. Construction Plans – Prepare 60% complete construction plans.

- Prepare 60% design plans for vertical and horizontal alignments. Prepare right of way/easement acquisition documents to include exhibit and legal description and recording documents.
 - Prepare 60% design plans for the final force main outfall design option as provided by Task 204.
 - Prepare 60% plans for retrofitted water quality design to include locations, both plan and profile, of all treatment systems as well as conveyance design to and from water quality vaults.
 - Prepare 60% design plans for drainage and/or wastewater effluent bypass during construction of new outfall.
 - Prepare 60% design plans for all necessary temporary erosion control measures and miscellaneous details.
 - Prepare 60% design plans for sections, earthwork, and slope staking information.
 - Prepare 60% design plans for storm drain system.
 - Prepare 60% design plans for striping, pavement markings, signing and construction staging details.

2. Construction Plans – Prepare 90% complete construction plans.

- Prepare 90% design plans for vertical and horizontal alignments. Define right-of-way/easement requirements.
 - Prepare 90% design plans for the final force main outfall design option as provided by Task 204.
 - Prepare 90% plans for retrofitted water quality design to include locations, both plan and profile, of all treatment systems as well as conveyance design to and from water quality vaults.
 - Prepare 90% design plans for drainage and/or wastewater effluent bypass during construction of new outfall.
 - Prepare 90% design plans for all necessary temporary erosion control measures and miscellaneous details.
 - Prepare 90% design plans for sections, earthwork, and slope staking information.
 - Prepare 90% design plans for storm drain system.
 - Prepare 90% design plans for striping, pavement markings, signing and construction staging details.

3. Special Provisions and Contract Documents – Prepare 90% special provisions and contract documents and compile as draft project manual.

4. **Draft (90%) Construction Plan Review Meeting No. 1** – Meet with City staff and other affected agencies prior to council presentation/public open house to review 90% construction plans and engineer's estimate.
5. **Address Comments** – Revise plans and specifications to address staff and agency review comments.
6. **WSDOT Submittal** – Submit 90% construction plans of drainage designs within the SR 532 roadway prism for WSDOT review.
7. **Army Corps of Engineers Submittal** – Provide 90% construction plans to environmental consultant for submission to the Army Corps as part of the 408 approval permit to be submitted by Confluence Environmental. This process will have already begun; this will be to provide updated information to the Corps.
8. **Address Comments** – Address WSDOT/Army Corps review comments prior to council/public presentation.
9. **Draft (90%) Construction Plan Review Meeting No. 2** – Incorporate council/public presentation comments. Meet with City staff to review draft plans prior to finalizing. Submit draft construction documents to City Attorney for review.
10. **Final (100%) Construction Plans, Specifications** – Prepare final construction plans, specifications and contract documents for bid distribution.
11. **Final Engineer's Estimate** – Prepare a final engineer's estimate based on the scope of the final construction plans.

Assumptions:

- Comments received during the Public Presentation will not change the design alignment or profile from the 30% submittal.
- Environmental consultant will provide all contract documents (special provisions, etc.), plan sheets and detail sheets for any wetland mitigation planting/enhancement areas as needed for the plan set. These sheets will be incorporated into the final plan set as presented by PACE. Wetland mitigation/enhancement planting sheets/title blocks will be unchanged for the plan set but will be numbered accordingly.
- All notes and details needed for the wetland mitigation planting component of the plans is the responsibility of the environmental consultant.

Deliverables:

- Draft (60%) complete plans for Draft Review Meetings in hardcopy and electronic file (PDF). Number of hard copies as requested at time and expense.
- Draft (90%) complete plans, specifications, and contract documents for Draft Review Meetings No. 1 and No. 2 in hardcopy and electronic file (PDF). Number of hard copies as requested at time and expense.
- Final (100%) construction plans, specifications, contract documents, and engineer's estimate in hard copy and electronic file (PDF), ready for bid distribution. Number of hard copies as requested at time and expense.

Owner-provided items or services:

- Review of all draft documents developed under Tasks 206 and 207. The City will complete reviews within a 2-week period.

Fee: We propose to provide the services listed above on a Fixed Fee basis for a basic fee of **\$60,000**.

Task 208 – Bid and Construction Support

1. **Call for Bids** – Prepare a Call for Bids for advertising in the City’s newspaper of record.
2. **Bid Distribution** – Upload bid documents to Builders’ Exchange or other bid distribution website and assist the City with coordination. Prepare hard copy bid documents as requested for City use.
3. **Bidder Questions** – Respond to bidder questions and issue addenda as necessary.
4. **Bid Opening** – Conduct the public bid opening at City Hall.
5. **Bid Review & Tabulation** – Check bid and prepare an itemized tabulation of results. Review qualifications and contact references of two lowest bidders. Prepare recommendation of award for presentation to City Council. Upon approval, issue Notice of Award.
6. **Executable Contracts** – Prepare executable contract documents. Obtain contractor insurance and bond forms and prepare executable contract documents. Coordinate contract document signatures and distribute fully executed contracts.
7. **Construction Support**

Assumptions:

- Bid documents will be distributed via Builder’s Exchange or other bid distribution website. The City will pay all fees associated with posting the bid documents.

Deliverables:

- Executable contracts; two hard copies for City and contractor execution.
- Bid tabulation and award recommendation in hard copy and/or electronic formats.

Fee: Hourly (Est. \$5,000)

Task 301 – Construction Phase Services

Prepare Notice to Proceed – Prepare Notice to Proceed and issue to contractor. Notice to Proceed will specify contract time and completion date.

1. **Preconstruction Conference** – Conduct a preconstruction conference to review the construction scope, schedule, and administrative procedures.
2. **Submittal Review** – Review submittals, track schedule, respond to requests for information and plan clarification. Prepare change orders as necessary. Conduct site visits as requested and as necessary to monitor progress and work quality. Review contractor pay requests and submit for City approval.

3. **Construction Monitoring** – Provide resident inspector to monitor compliance with the plans and specifications, document daily progress, photograph completed work, and track pay quantities.
4. **Construction Meeting** – Conduct periodic construction meetings as determined during the preconstruction conference. Prepare minutes, track and respond to requests for information.
5. **Construction Closeout** – Conduct final inspections, establish warranty dates, and prepare closeout documentation for final payment and retainage release.
6. **Record Drawings** – Prepare record drawings based on contractor-provided as-built information.
7. **Notice of Termination** – Issue construction stormwater permit Notice of Termination.

Assumptions:

- City is responsible for distributing the preconstruction conference notice to all affected and interested agencies.

Deliverables:

- Submittal reviews and construction correspondence in hard copy and electronic file form as requested.
- Copies of daily reports and photographs distributed weekly.
- Record drawings in hardcopy (mylar) and electronic file (PDF and/or DWG) formats.

Fee: Hourly (Est. \$10,000)

FEE SUMMARY

PACE proposes to provide final design of the Lift Station, Force Main, and Outfall location for a total estimated fee of **\$202,000** plus reimbursable expenses (mileage, postage, reprographics, etc.) estimated to be \$3,000. Tasks will be billed on a Fix Fee (FF) or Time and Expense (at rates) basis, as indicated below, to be billed in accordance with the attached rate schedule. T&E fees shown below are estimates only. The fee for any needed sub-consultants includes a 15% markup for taxes and overhead. The fee will be billed hourly, not to exceed.

PHASE 2 – PRELIMINARY DESIGN/PROJECT MANAGEMENT	
Task Description	Fee
Task 201 – Project Management (T&E)	\$ 10,000
Task 202 – Phase 1 Plans, Specs and Estimates Update (T&E Update)	\$ 7,000
Task 203 – Project Surveying/Mapping (T&E)	\$ 25,000
Task 204 – Analysis of Outfall Options (T&E)	\$ 15,000
Task 205 – Water Quality Retrofit Design (T&E)	\$ 25,000
Task 206 – 30% Plan Assembly (T&E)	\$ 45,000
Task 207 – 60%, 90% and 100% Design and Construction Documents (FF)	\$ 60,000
Task 208 – Bid and Construction Support (T&E)	\$ 5,000
Task 301 – Construction Phase Services (T&E)	\$ 10,000
TOTAL CONTRACT	\$202,000

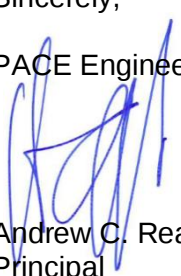
Assumptions:

- The City will provide access to PACE, as needed, to the city drainage system and outfall location property.
- The City will make all arrangements for purchase of land/parcels needed to site the lift station, and easements to/from the station (if needed) once the locations are agreed upon.
- The City will assist with identifying stakeholders and their contact information and provide support to promote their involvement.

We look forward to beginning work on this project. If you have any questions or need additional information, please call me at 425.486.6533, ext. 1514, or email me at andyre@paceengrs.com.

Sincerely,

PACE Engineers, Inc.



Andrew C. Reaves, PE
Principal

Attachments: Hourly Rate Schedule, Terms and Conditions

Acknowledgement and Authorization to Proceed:

The undersigned hereby acknowledges this agreement and has authority to act on behalf of the Client and authorizes PACE to proceed accordingly.

Name (Printed)

Title

Signature

Date

<u>DESCRIPTION</u>	<u>HOURLY RATE</u>
1. Office Tech I, Expediter I	\$ 52.00
2. Office Tech II, Expediter II	\$ 68.00
3. Office Tech III, Intern, Jr. CAD Tech, Jr. Inspector, Engineer Tech, Survey Tech I	\$ 85.00
4. Jr. Planner, CAD Tech, Sr. Office Tech, Inspector, Designer, Engineer Tech I, Survey Tech II	\$ 96.00
5. Jr. Engineer, Designer I, Inspector I, CAD Tech I, GIS Tech, Planner, Project Administrator, Survey Tech III	\$ 110.00
6. Engineer I, Planner I, GIS Analyst I, Designer II, CAD Tech II, Inspector II, Sr. Project Administrator, Survey Tech IV	\$ 122.00
7. Engineer II, Planner II, GIS Analyst II, Designer III, CAD Tech III, Inspector III, Survey Tech V	\$ 134.00
8. Engineer III, Project Designer, Planner III, GIS Analyst III, Sr. CAD Tech, Sr. Inspector, Sr. Survey Tech	\$ 146.00
9. Sr. Engineer, Project Designer I, Sr. Planner, Project Surveyor, One-Person Crew, Project CAD Tech, Sr. GIS Analyst, Sr. Project Inspector, BIM Manager, CAD Manager	\$ 156.00
10. Project Engineer, Project Designer II, Project Planner, Sr. Project Surveyor, Sr. Project GIS Analyst, Structural Engineer, UAS Pilot	\$ 168.00
11. Sr. Project Engineer, Sr. Structural Engineer, Sr. Project Designer, Sr. Project Planner, IT Manager, Survey Project Manager	\$ 180.00
12. Project Manager, Planning Project Manager, Principal Surveyor	\$ 192.00
13. Sr. Project Manager Sr. Principal Surveyor, Two-Person Crew	\$ 205.00
14. Principal Engineer, Principal Planner, Sr. Two-Person Crew	\$ 220.00
15. Senior Principal Engineer, Senior Principal Planner	\$ 235.00

REIMBURSABLES

A. Subconsultants, Professional and Technical	Cost + 15%
B. Maps, reports, materials, permit fees, express delivery and messenger, pass-through bills, and similar items necessary for work in progress	Cost + 15%
C. Technology expenses associated with computers, software, electronic distance measuring devices, telephone, cell phone, photo copies, standard survey supplies and transportation and standard postage will be invoiced as a Technology Charge	2% of labor billing
D. Out-of-Town travel per diem and cost of commercial transportation	Cost + 10%
E. Transportation within 30 Mile Radius *	No Charge
Transportation beyond 30 Mile Radius – Automobile	\$ 0.60 per mile
* On job inspection mileage will be billed	\$ 0.60 per mile
F. Special Equipment/Software	
Special Software for Modeling/Analysis	\$ 10/hour
Large Format Blueprints and Reproduction – Bond	\$ 0.50/sq ft
Large Format Blueprints and Reproduction – Mylar	\$ 1.50/sq ft
Color Copies – In-house (8½ x 11)	\$ 0.25/page
G. Expert Witness	Rate x 1.5

Notes: ¹ All payment is due within 30 days from date of invoice. A monthly service charge of 1% will be added on all accounts older than 30 days.

² The foregoing schedule of charges is incorporated into the agreement for the services provided effective January 1, 2020. After December 31, 2020, invoices will reflect the schedule of charges in effect at that time.

³ PACE's rates include professional liability insurance coverage for claims up to \$2 million. Clients can purchase additional coverage for cost and upfront payment of \$5,000 per additional \$1 million of insurance up to a maximum of \$5 million.

CLIENT: _____

Contract/Proposal Date: _____

TERMS AND CONDITIONS OF AGREEMENT

CLIENT and PACE Engineers, Inc., (PACE) agree that the following provisions shall be a part of their agreement.

1. **SERVICES TO BE PROVIDED.** PACE agrees to provide the CLIENT, for the CLIENT's sole benefit and exclusive use, the consulting services identified in PACE's proposal (Scope of Services and Fee). The Proposal, together with these Terms and Conditions, form the Agreement under which the services will be performed and shall have control over any other forms of agreements unless specifically modified in writing and signed by PACE and the CLIENT. If a service is not specifically identified in the proposal, it is expressly excluded. PACE shall have no other obligations, duties or responsibilities except as specifically provided in the Agreement.
2. **STANDARD OF CARE.** PACE's services will be performed in a manner consistent with the care and skill ordinarily exercised by members of the profession practicing under similar conditions at the same time and in the same or similar locality. When the findings and recommendations of PACE are based on information supplied by CLIENT and/or others, such findings and recommendations are correct to the best of PACE's knowledge and belief. No warranty, express or implied, is made or intended by this agreement, or by the foregoing statement of the applicable standard of care, or by providing consulting services, or by furnishing oral or written reports of findings made. No entity other than CLIENT or PACE shall be construed as a beneficiary to this Agreement.
3. **INSURANCE COVERAGE.¹** PACE is protected by Worker's Compensation insurance as required by applicable state laws and will maintain employer's liability coverage. During the performance of this Agreement, PACE will maintain professional liability insurance with a limit of not less than \$2 million on a claims made, annual aggregate basis, and commercial general liability and automobile liability insurance each with a limit of not less than \$2 million on an occurrence basis. (See footnote.¹)
4. **RISK ALLOCATION.** In recognition of the relative risks, rewards, and benefits of the project to both the CLIENT and PACE, the risks have been allocated such that the CLIENT agrees that, to the fullest extent permitted by law, PACE's total liability to the CLIENT for any and all injuries, claims, losses, expenses, damages, or claim expenses arising out of this Agreement from PACE's negligent acts, shall not exceed ten times our fee or \$500,000, whichever is less. Such claims are limited to, PACE's negligence, errors, omissions, strict liability, breach of contract, or breach of warranty.
5. **INDEMNIFICATION.** The CLIENT shall indemnify and hold harmless PACE and all of its personnel from and against any and all claims, damages, losses, and expenses (including reasonable attorney's fees) arising out of or resulting from the performance of the services, provided that any such claim, damage, loss, or expense is caused in whole or in part by the negligent acts, errors, omissions, and/or strict liability of the CLIENT, or anyone directly or indirectly employed by the CLIENT (except PACE).
6. **LIENS.** PACE reserves the right to file a Notice of Intent to Lien and/or Lien throughout the life of the project. This action protects PACE's right of payment for services rendered.
7. **SERVICES BY CLIENT.** CLIENT will provide PACE legal access to the project site, obtain all permits, and provide all legal services in connection with the project. CLIENT shall pay the costs of review and inspection fees, zoning application fees, soils engineering fees, testing fees, and all other fees, permits, bond premiums, and all other charges not specifically covered by the scope of Services.
8. **ADDITIONAL SCOPE OF SERVICES.** From time to time the CLIENT may request PACE to perform additional services that are not included in the original Scope of Services. It is understood the CLIENT will pay for all services provided that are outside the original Scope that have been requested by the CLIENT or the CLIENT's representative. PACE will provide notice on services being requested that is outside the original Agreement. Upon receipt of notification of services being performed by PACE that PACE feels is outside the original scope of services, the CLIENT shall immediately notify PACE in writing if the CLIENT takes exception to the additional services being done or that the service is outside the original scope. Otherwise, it is understood that the CLIENT agrees to pay a reasonable cost for all additional services being performed by PACE. If PACE's professional services are suspended for longer than six months, PACE is entitled to the additional costs associated with that delay. In addition, if the project duration extends significantly longer than the project duration identified in the Scope of Services, PACE is entitled to additional compensation associated with the increased project duration. If the project is required to meet new code requirements after the submittal is complete, PACE is entitled to additional compensation to meet those new requirements.
9. **SERVICES DURING CONSTRUCTION.** Any construction observation, inspection, or testing provided by PACE is for the purpose of determining compliance by contractors with the functional provisions of project documents only. CLIENT agrees that PACE will have no inspection responsibilities at the jobsite except to the extent specifically provided for in the agreed upon scope of services. PACE shall not be held in any way to guarantee any contractor's work, nor to assume responsibility for means, methods, or appliances used by any contractor, nor to assume responsibility for a contractor's compliance with laws and regulations or for contractor's errors, omissions, or defective work. Any Punch List created is not intended to be inclusive of all potential items and does not relieve the Contractor of their obligation. If services during construction are required, the CLIENT shall have PACE listed as an additional insured on the Contractor's insurance policy. CLIENT shall absolve PACE of any liability arising from any design changes, design interpretations, or answers to Contractor questions to which PACE is not a party.

¹ **NOTE:** PACE carries professional liability insurance for claims up to \$2 million. PACE will extend coverage should the CLIENT desire increased coverage up to \$5 million for a payment of \$5,000 per additional million dollars of coverage.

10. **TERMINATION OF SERVICES.** This agreement may be terminated by the CLIENT or PACE with ten (10) days' written notification. In the event of termination, the CLIENT shall pay PACE for all the services rendered to the date of termination, all reimbursable expenses, and reimbursable termination expenses. In the event of termination by PACE, PACE will transfer copies of all instruments of service to date to the CLIENT and provide a summary of the status of the project..
11. **OWNERSHIP OF DOCUMENTS.** All documents, electronic or otherwise, produced by PACE under this agreement are protected and shall remain the property of PACE and may not be used by the CLIENT for any other endeavor without the written consent of PACE.
12. **TERMS OF PAYMENT.** CLIENT will be invoiced each month following commencement of work. Full payment must be received by PACE within thirty (30) days of the date of such invoice. Any retainers shall be credited on the final invoice.
13. **LATE PAYMENTS.** Accounts unpaid 30 days after the invoice date will be subject to a monthly service charge of 1.0% on the then unpaid balance. In the event that collection proceedings are required, CLIENT will also be responsible to pay the costs and attorneys' fees incurred by PACE, whether or not suit is brought, in both trial and appellate courts, and in connection with any bankruptcy or reorganization proceedings. It is PACE's policy to utilize Professional Service Liens to help secure payment of accounts that are unpaid 60 days or more. CLIENT will be responsible to pay the fees incurred in securing and releasing Liens filed on late payments.
14. **EFFECT OF INVOICE.** The work performed shall be deemed approved and accepted by CLIENT as and when invoiced unless CLIENT objects within fifteen (15) days of invoice date by written notice, specifically stating the details in which CLIENT believes such work is incomplete or defective, and the invoice amount(s) in dispute. CLIENT shall pay undisputed amounts as provided for in the preceding paragraph.
15. **SUSPENSION OF WORK / WITHHOLDING OF WORK PRODUCT.** Failure of CLIENT to submit full payment of an invoice within thirty (30) days of the date thereof subjects this agreement and the work herein contemplated to suspension or termination at PACE's discretion. PACE, without any liability to PACE, reserves the right to withhold any services and instruments of service herein contemplated pending payment of CLIENT's outstanding indebtedness or advance payment if required by PACE. Where work is performed on a reimbursable basis, budget may be increased by amendment to complete the scope of Services. PACE is not obligated to provide services in excess of the authorized budget.
16. **APPLICABLE LAWS.** Unless otherwise specified, this agreement shall be governed by the laws of the State of Washington. Any legal proceedings arising from this Agreement shall be filed in King County, Washington. The prevailing party shall be responsible to pay the costs including reasonable attorney fees based on percent of negligence.
17. **DISPUTE RESOLUTION.** All disputes arising out of, or related to, this Agreement, except those related to nonpayment of invoices, shall be submitted first to nonbinding mediation as a condition precedent to litigation. If any dispute submitted to mediation is not successfully resolved, the matter may be resolved through litigation in accordance with Item 16. APPLICABLE LAWS.
18. **SEVERABILITY AND SURVIVAL.** In the event that any provision of this Agreement shall be held invalid and unenforceable by a decision of the competent jurisdiction, the remaining provisions shall be valid and binding. All items of the Agreement allocating or limiting liability shall survive the services hereunder and the termination of this Agreement.
19. **FORCE MAJEURE.** Neither party shall be responsible for damages or delays caused by events beyond the control of either party that could not reasonably have been anticipated or prevented. Should a Force Majeure event occur, the parties shall mutually agree on the terms and conditions upon which the services may be continued.

Signature_____



Your Community Energy Partner

April 9, 2020

City of Stanwood
10220 270th St NW
Stanwood, WA 98292

RE: Parcel 00857700099000

To Whom it May Concern:

The District is upgrading and expanding its distribution facilities along Pioneer Highway and 64th Ave NW. In order to complete this project, the District is requesting the enclosed easement from the City of Stanwood for parcel 00857700099000. Please take some time to read the attached easement packet.

The District would like to offer you five-hundred dollars (\$500.00) and pay any applicable real estate excise taxes as compensation for granting this easement. If you agree to grant these rights, please have the original easement signed in the presence of a notary public and return it to our address at the top of the easement.

Additionally, the IRS requires the District to submit a W-9 form in instances where compensation is paid for the granting of an easement. Once the original notarized easement and W-9 form are received, I will process a check request and the funds should be mailed to you within three to four weeks.

Your cooperation regarding this matter is appreciated. Should you have any questions concerning this request, please feel free to contact me at (425)-783-4379 or via email at febolden@snopud.com.

Sincerely,

Franklin Bolden
Real Estate Services
Enclosures

AFTER RECORDING, PLEASE RETURN TO:

Public Utility District No. 1 of Snohomish County
Attn: Franklin Bolden
Real Estate Services
P.O. Box 1107
Everett, Washington 98206-1107

E-_____
WO#100027318 N# 10000046844

DISTRIBUTION EASEMENT

Grantor ("Owner"): The City of Stanwood, a Washington municipal corporation
Grantee: Public Utility District No. 1 of Snohomish County
Short Legal Description: Tract A, Fox Hill Estates Phase 1A, Vol. 61 of Plats, Pg. 269-271,
Snohomish County, WA
Tax Parcel No: 00857700099000

THIS DISTRIBUTION EASEMENT ("Easement") is made this ____ day of _____ 2020, by and between The City of Stanwood, a Washington municipal corporation ("Owner"), and Public Utility District No. 1 of Snohomish County, a Washington State municipal corporation ("District"). . The Owner, and District are sometimes referred to individually herein as "Party" and collectively as "Parties". The District is referred to as "Grantee".

WHEREAS, Owner is the owner of certain lands and premises situated in the County of Snohomish, State of Washington, legally described as follows (hereinafter "Property"):

TRACT A, FOX HILL ESTATES PHASE 1A, PER THE PLAT RECORDED THEREOF IN VOLUME 61 OF PLATS, PAGES 269-271, RECORDS OF SNOHOMISH COUNTY, WASHINGTON..

Situate in the County of SNOHOMISH, State of Washington

WHEREAS, the Grantee is desirous of acquiring certain rights and privileges across, over, under, upon and through the Property.

NOW, THEREFORE, the Parties agree as follows:

1. Distribution Easement. Owner, for good and valuable consideration, receipt of which is hereby acknowledged, hereby conveys and grants to Grantee, its agents, contractors, successors and assigns, a non-exclusive easement for the perpetual right, privilege, and authority to patrol, construct, erect, reconstruct, alter, improve, extend, repair, operate, and maintain overhead and/or underground electric distribution lines and facilities, Grantee-owned communication wires and cables, and other

necessary or convenient appurtenances, across, over, under, through and upon the following portion of Owner's Property (hereinafter "Easement Area"):

The west 20 feet of the south 45 feet parallel and coincident with Pioneer Highway.

2. Access To and Across Property. Grantee has the right of ingress to and egress from the Easement Area across the adjacent Property of Owner where same is reasonably necessary for the purpose of exercising its easement rights described in Section 1.

3. Owner's Reservation of Rights and Use of Easement Area. Owner reserves the right to use the Easement Area in a manner that does not interfere with the Grantee's use of the Easement Area, and/or present a hazard to Grantee's electric distribution lines and facilities, communication wires and cables, and other appurtenances. The Owner shall not construct or permit to be constructed any structures of any kind in the Easement Area without prior approval of the Grantee.

4. Clearing of Power Line Right of Way. Grantee has the right at all times to clear said Easement Area and keep the same clear of all brush, debris and trees.

5. Trimming or Removal of Hazardous/Danger Trees. Grantee has the right at all times to cut, slash, or trim and remove brush, timber or trees from the Property which in the opinion of Grantee constitute a hazard to said lines and facilities, communication wires and cables, and other appurtenances or the Grantee's access thereto. Trees, brush or other growth shall be deemed hazardous to the lines or facilities or access of the Grantee when they are of such a height that they could, upon falling, strike the nearest edge of the Easement Area at a height of more than fifteen feet (15'). Except in emergencies, Grantee shall, prior to the exercise of such right, identify such trees and make a reasonable effort to give Owner prior notice that such trees will be trimmed or removed.

6. Title to Removed Trees, Vegetation and Structures. The title to all brush, debris, trees and structures removed from the Easement Area and the Property pursuant to Sections 4 and 5 shall be vested in the Grantee, and the consideration paid for this Easement and rights herein described is accepted by Owner as full compensation for said removed brush, debris, trees and structures. Owner shall be entitled to request fallen timber be set aside for Owner's personal use. Grantee shall make reasonable effort to set aside said fallen timber provided doing the same is safe in Grantee's sole opinion. Title to any fallen timber set aside in this manner shall revert to the Owner.

7. Restoration Provision. To the extent that Owner's Property is disturbed and/or damaged by Grantee's exercise of its rights hereunder, Grantee shall restore the condition of the Property as nearly as reasonably possible to its existing condition prior to said exercise of its rights.

8. Title to Property. The Owner represents and warrants having the lawful right and power to sell and convey this Easement to Grantee.

9. Binding Effect. This Easement and the rights and obligations under this Easement are intended to and shall run with the Property and shall benefit and bind the Parties and their respective heirs, successors and assigns.

10. Governing Law and Venue. This Easement shall be governed by and construed in accordance with the laws of the State of Washington. The venue for any action to enforce or interpret this Easement shall lie in the Superior Court of Washington for Snohomish County, Washington.

11. Authority. Each party signing this Easement, if on behalf of an entity, represents that they have full authority to sign this Easement on behalf of such entity.

12. Grantee Acceptance. By recording this Easement, Grantee hereby accepts all provisions set forth under this agreement.

IN WITNESS WHEREOF, this instrument has been executed the day and year first above written

OWNER:

**The City of Stanwood,
a Washington municipal corporation**

By: _____

Name: _____

Its: _____

(REPRESENTATIVE ACKNOWLEDGMENT)

State of Washington

County of _____

I certify that I know or have satisfactory evidence that _____
signed this instrument, on oath stated that (he/she/they) (was/were) authorized to execute the instrument and
acknowledged it as the _____ of the City of Stanwood. to be the free
and voluntary act for the uses and purposes mentioned in the instrument.

Given under my hand and official seal this _____ day of _____, 202__.

(Seal or Stamp)

Signature of
Notary Public _____
Print Name: _____
Residing at: _____

My appointment expires _____