



Agenda
Public Works and Parks Committee Regular Meeting
August 3, 2026 | 5:30 PM

Public Works Wastewater Treatment Plant
26729 98th Dr. NW
Stanwood, WA 98292

This meeting will be conducted in person at the City of Stanwood Public Works
Wastewater Treatment Plant, 26729 98th Dr. NW, Stanwood, WA 98292
<https://www.stanwoodwa.org>.

- 1. Call to Order**
- 2. Roll Call**
- 3. New Business**
 - a. Flood Plains by Design Phase 4 Grant Agreement
 - b. Cedarhome Water Change Order
- 4. Committee Comments**
- 5. Staff Comments**
- 6. Adjourn**



City of Stanwood Public Works and Parks Committee Staff Report

Item Number: 3.a.
Date: August 3, 2026
Subject: Flood Plains by Design Phase 4 Grant Agreement
Contact Person: Alan Lytton, City Engineer
Attachments:
1. FBD 25-27 EXHIBIT A_City of Stanwood Draft
2. Phase 4 30%

ISSUE

We have received \$1,000,000 from Floodplains by Design for the IS4 Phase 4 project. The Stillaguamish Tribe of Indians included our project in their larger grant application.

EXHIBIT A

Sub-Recipient:

City of Stanwood

Task 1:

Irvine Slough Stormwater Separation Phase 4

Task 1 Description and Scope of Work:

This task will advance the project to final designs, permits, and construction. This task includes the following scope of work:

The RECIPIENT will conduct the following subtasks and deliverables:

- A. Complete the cultural resources review, as applicable, in accordance with Section 106 and Governor's Executive Order 21-02 requirements for each construction project. Due to confidentiality, email surveys to the Tribe's Project Manager.
- B. Submit an Inadvertent Discovery Plan (IDP), as applicable, to the Tribe for each construction project. The RECIPIENT will ensure that all contractors have a copy of the completed IDP prior to and while working on-site in each project area.
- C. Hire contractors to complete construction and feasibility studies, as applicable. Services will be secured in accordance with the state of Washington procurement procedures.
- D. Submit permits, final designs and as-built plans for this construction project.
- E. Upon completion of construction, submit before and after photos and GIS-compatible project area data for each project in an ECOLOGY-approved format to the Tribe's Project Manager.
- F. Complete a planting plan; Monitoring, Maintenance and Adaptive Management Plan or Memo; and before and after photos of the plantings for this construction project.

Task 1 Goal Statement:

Continue to advance construction projects that when completed will improve stormwater conveyance and reduce flood hazards to the City of Stanwood. This project will bring stormwater conveyance directly to a stormwater pump station, by passing the Irvine Slough. During flood events water from upland is unable to flow via Irvine Slough.

Task 1 Expected Outcome:

Reduced flood impacts to 300 acres of the City of Stanwood and 180 acres of farmland.

Task 1 Deliverables:

Number	Description	Due Date
1.1	Copy of signed contract between the Tribe and the City of Stanwood.	12/31 08/13/2026
1.2	Quarterly Payment Requests/Progress Reports First Quarter – July 1- September 30 Second Quarter – October 1 – December 31 Third Quarter – January 1 – March 31 Fourth Quarter – April 1 – June 30	October 20 January 20 April 20 July 20
1.3	Cultural Resource Review documents, including Inadvertent Discovery Plan and survey (when required), for this construction project. Due to confidentiality, email surveys to the Tribe's Project Manager.	02/01/2028
1.4	Copy of bid documents and signed contracts and subcontracts (if applicable) for this project. Provide copy to Tribe's Project Manager.	03/01/2028
1.5	Copy of all required local, state, or federal permits for this project. Provide copy to Tribe's Project Manager prior to implementation of the construction project.	02/01/2028
1.6	Annotated before and after photos of the construction project. Provide copy to Tribe's Project Manager.	10/01/2028
1.7	GIS shapefile(s) of completed project location for this project. Save the shapefiles in a .zip file and provide copy to Tribe's Project Manager.	10/01/2028
1.8	Monitoring, Maintenance and Adaptive Management Plan or Memo for this project. Provide copy to Tribe's Project Manager.	02/01/2028
1.9	Project Completion Report for Irvine Slough Stormwater Separation Project. Provide copy to Tribe's Project Manager.	5/31/2029 12/31/2028

Commented [CS1]: Please provide due dates for your deliverables

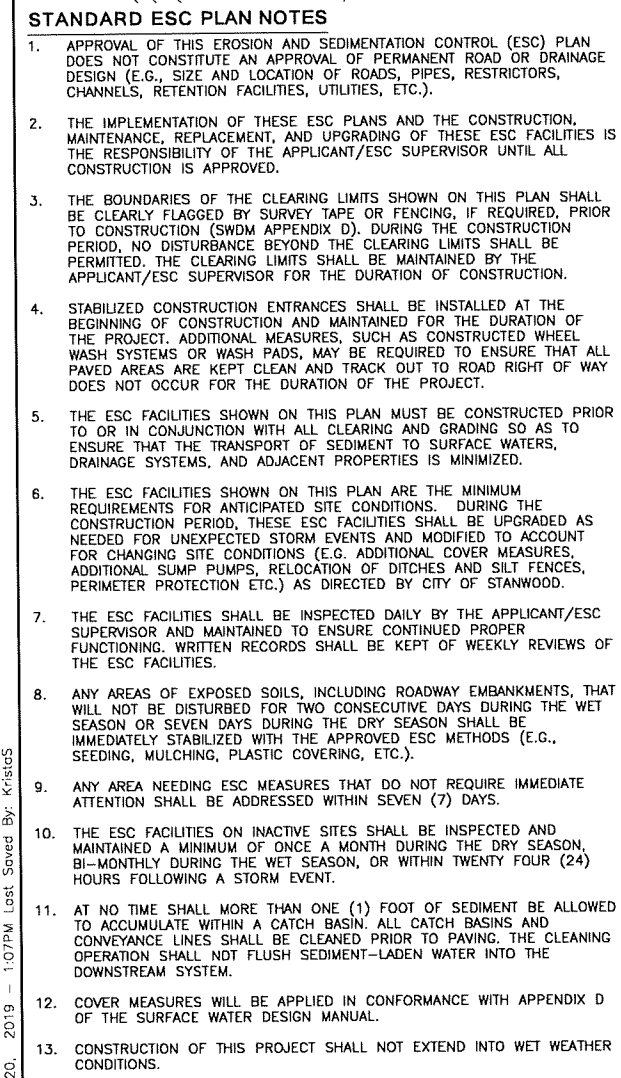
Task 1 Grant Budget:

Task	Summary	Amount
Salaries/Benes		
Designs	Engineering	360,000
Permits	Surveying, Geotechnical, and Permitting	100,000
Construction		540,000
Etc.		
Project	Our total project costs is higher than FbD	\$1,000,000.00

Commented [CS2]: Please provide a somewhat detailed budget. Match is waived, yes!

Total		
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1. ALL DESIGN AND CONSTRUCTION SHALL BE IN ACCORDANCE WITH PERMIT CONDITIONS. THE CITY OF STANWOOD MUNICIPAL CODE (SMC), THE CITY OF STANWOOD DESIGN AND CONSTRUCTION STANDARDS, WASHINGTON STATE DOT (WSDOT) STANDARD SPECIFICATIONS AND THE CONDITIONS OF PRELIMINARY APPROVAL. IT SHALL BE THE SOLE RESPONSIBILITY OF THE APPLICANT AND THE PROFESSIONAL CIVIL ENGINEER TO CORRECT ANY ERROR, OMISSION, OR VARIATION FROM THE ABOVE REQUIREMENTS FOUND IN THESE PLANS. ALL CORRECTIONS SHALL BE AT NO ADDITIONAL COST OR LIABILITY TO CITY OF STANWOOD.
2. THE DESIGN ELEMENTS WITHIN THESE PLANS HAVE BEEN REVIEWED ACCORDING TO THE CITY OF STANWOOD PUBLIC WORKS (PW) ENGINEERING REVIEW CHECKLIST. SOME ELEMENTS MAY HAVE BEEN OVERLOOKED OR MISSED BY THE PW PLAN REVIEWER. ANY VARIANCE FROM ADOPTED STANDARDS IS NOT ALLOWED UNLESS SPECIFICALLY APPROVED BY THE CITY OF STANWOOD PRIOR TO CONSTRUCTION.
3. APPROVAL OF THIS ROAD, GRADING, PARKING AND DRAINAGE PLAN DOES NOT CONSTITUTE AN APPROVAL OF ANY OTHER CONSTRUCTION (E.G. DOMESTIC WATER CONVEYANCE, SEWER CONVEYANCE, GAS, ELECTRICAL, ETC.).
4. BEFORE ANY CONSTRUCTION OR DEVELOPMENT ACTIVITY, A PRECONSTRUCTION MEETING MUST BE HELD BETWEEN THE PW CONSTRUCTION INSPECTOR SECTION, THE APPLICANT, AND THE APPLICANT'S CONSTRUCTION REPRESENTATIVE.
5. A COPY OF THESE APPROVED PLANS MUST BE ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.
6. CONSTRUCTION NOISE SHALL BE LIMITED IN ACCORDANCE WITH STANWOOD MUNICIPAL CODE (9.50.040); NORMALLY THIS IS 7:00 AM TO 10:00 PM, MONDAY THROUGH FRIDAY AND 9:00 AM THROUGH 10:00 PM ON SATURDAY.
7. IT SHALL BE THE APPLICANT'S/CONTRACTOR'S RESPONSIBILITY TO OBTAIN ALL CONSTRUCTION EASEMENTS NECESSARY BEFORE INITIATING OFF-SITE WORK. EASEMENTS REQUIRE REVIEW AND APPROVAL PRIOR TO CONSTRUCTION.
8. FRANCHISED UTILITIES OR OTHER INSTALLATIONS THAT ARE NOT SHOWN ON THESE APPROVED PLANS SHALL NOT BE CONSTRUCTED UNLESS AN APPROVED SET OF PLANS THAT MEET ALL REQUIREMENTS FOR A RIGHT-OF-WAY INVASION PERMIT IS SUBMITTED TO PW.
9. DATUM SHALL BE NAVD 1988 UNLESS OTHERWISE APPROVED BY PW.
10. ALL UTILITY TRENCHES AND ROADWAY SUBGRADE SHALL BE BACKFILLED AND COMPACTED TO 95 PERCENT DENSITY, STANDARD PROCTOR.
11. THE CONTRACTOR SHALL BE RESPONSIBLE FOR PROVIDING ADEQUATE SAFEGUARDS, SAFETY DEVICES, PROTECTIVE EQUIPMENT, FLAGGERS, AND ANY OTHER NEEDED ACTIONS TO PROTECT THE LIFE, HEALTH, AND SAFETY OF THE PUBLIC, AND TO PROTECT PROPERTY IN CONNECTION WITH THE PERFORMANCE OF WORK COVERED BY THE CONTRACTOR. ANY WORK WITHIN THE TRAVELED RIGHT-OF-WAY THAT MAY INTERRUPT NORMAL TRAFFIC FLOW SHALL REQUIRE AT LEAST ONE FLAGGER FOR EACH LANE OF TRAFFIC AFFECTED. MANUAL ON UNIFORM TRAFFIC CONTROL DEVICES (MUTCD) SHALL APPLY. WORK ON RIGHT-OF-WAY IS NOT AUTHORIZED UNTIL A TRAFFIC CONTROL PLAN IS APPROVED BY CITY OF BOTHELL.

1. PROOF OF LIABILITY INSURANCE SHALL BE SUBMITTED TO THE DEPARTMENT OF PUBLIC WORKS (PW) PRIOR TO THE PRECONSTRUCTION MEETING.
2. ALL PIPE AND APPURTENANCES SHALL BE LAID ON A PROPERLY PREPARED FOUNDATION IN ACCORDANCE WITH W.S.D.O.T. 7-02.3(1). THIS SHALL INCLUDE LEVELING AND COMPACTING THE TRENCH BOTTOM, THE TOP OF THE FOUNDATION MATERIAL, AND ANY REQUIRED PIPE BEDDING, TO A UNIFORM GRADE SO THAT THE ENTIRE PIPE IS SUPPORTED BY A UNIFORMLY DENSE UNYIELDING BASE.
3. STEEL PIPE SHALL BE GALVANIZED AND HAVE ASPHALT TREATMENT #1 OR BETTER INSIDE AND OUTSIDE.
4. ALL DRAINAGE STRUCTURES, SUCH AS CATCH BASINS AND MANHOLES, NOT LOCATED WITHIN A TRAVELED ROADWAY OR SIDEWALK, SHALL HAVE SOLID LOCKING LIDS. ALL DRAINAGE STRUCTURES ASSOCIATED WITH A PERMANENT RETENTION/DETENTION FACILITY SHALL HAVE SOLID LOCKING LIDS.
5. ALL CATCH BASIN GRATES SHALL CONFORM TO CITY OF STANWOOD DESIGN AND CONSTRUCTION STANDARDS AND SPECIFICATIONS.
6. ROCK FOR EROSION PROTECTION OF ROADWAY DITCHES, WHERE REQUIRED, MUST BE OF SOUND QUARRY ROCK. PLACED TO A DEPTH OF 1 FOOT AND MUST MEET THE FOLLOWING SPECIFICATIONS: 4"-8" ROCK/40%-70% PASSING; 2"-4" ROCK/30%-40% PASSING; AND 2" MINUS ROCK/10%-20% PASSING. INSTALLATION SHALL BE IN ACCORDANCE WITH CITY OF STANWOOD STANDARDS.

	RIGHT-OF-WAY CENTERLINE
	EASEMENT LINE
	PROPERTY LINE
	PAVEMENT SAWCUT LINE
	SILT FENCE
	CLEARING/GRADING LIMITS
	EXISTING STORM PIPE
	PROPOSED STORM PIPE
	EXISTING CONTOUR
	PROPOSED CONTOUR
	ASPHALT PAVEMENT
	QUARRY SPALLS
	PROPOSED SIGN
	STORM INLET PROTECTION
	CATCH BASINS



Know what's below.
Call before you dig.

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SDMH TYPE 2 72' RIM=12.0' IE 36" CPP (N)=0.8' IE 36" CPP (S)=0.8' SUMP=-1.5'

CB TYPE 1 RIM=11.7' IE 6" PVC (SW)=9.2' IE 6" PVC (SE)=9.2' SUMP=7.4'

SDMH TYPE 2 72' RIM=13.4' IE 36" CPP (N)=0.4' IE 36" CPP (S)=0.4' SUMP=-1.6'

SDMH TYPE 2 72' RIM=14.3' IE 36" CPP (N)=0.3' IE 36" CPP (S)=0.3' SUMP=-1.6'

CB #2-01 N 456091.69 E 1269047.10

SDMH TYPE 2 72' RIM=14.3' IE 36" CPP (N)=0.3' IE 36" CPP (S)=0.3' SUMP=-1.6'

CB #4-02 N 456050.33 E 1269089.74

CB #4-03 N 456014.60 E 1269143.84

CB #4-04 N 456009.68 E 1269326.80

CB #4-05 N 456004.96 E 1269526.58

CB #4-06 N 456001.33 E 1269826.56

CB #4-07 N 455997.70 E 1270126.54

SR 532

CULVERT IE 36" DI=2.0'

CULVERT IE 36" CMP=1.5'

CULVERT IE 36" CMP=1.5'

92ND AVE NW

88TH AVE NW

ITCHLINE: SEE SHEET C2.2

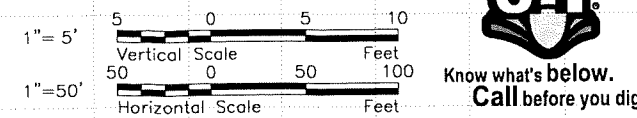
1"= 50'

Scale

Feet

50 0 50 100

N

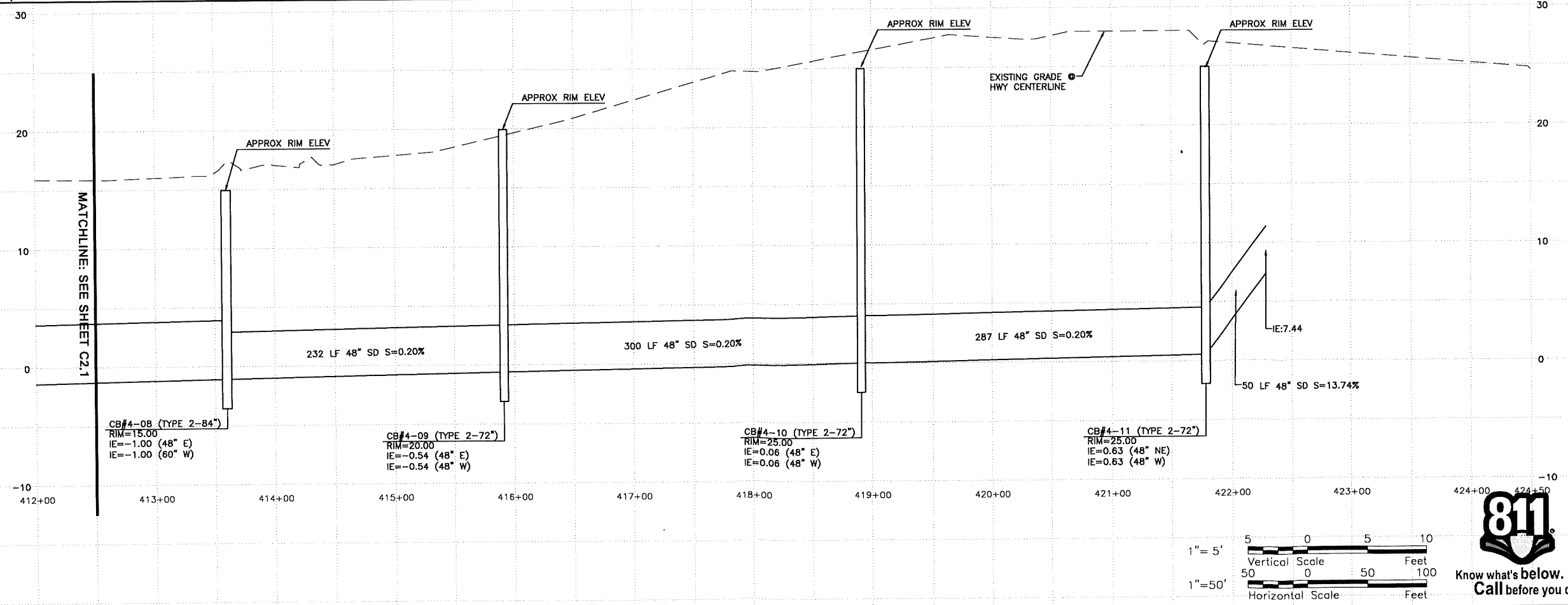
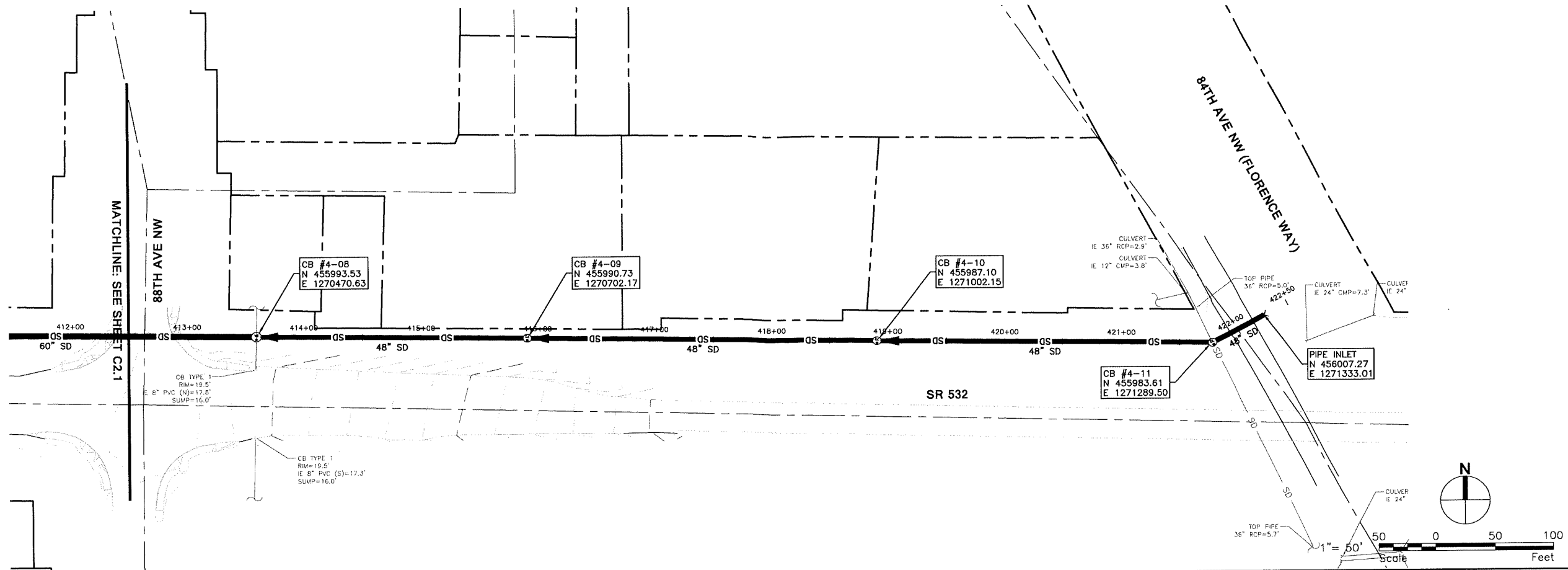


C2.1	STANWOOD IS-4 PHASE 4	STORM PLAN AND PROFILE	Client CITY OF STANWOOD 10220 270TH ST NW STANWOOD, WA 98282 (360) 629-9781 X 9	 1724 West Marine View Drive, Suite 140 Everett, WA 98201 p. 425.486.6533 f. 425.486.6593 www.paceengr.com Civil Structural Planning Survey www.paceengr.com 	AAM Drawn By JDZ Designed By JDZ Checked By Approved By ACR Date 03-13-2019	Horiz. Scale Vert. Scale 380-001-16 Project No.	REVISIONS 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SE & NE 1/4 OF SECTION 24, TOWNSHIP 32 N., RANGE 03 E., W.M.



REVISIONS	
No.	Description

AAAM	Drawn By	Design By	Checked By	Approved By	Date
	JDZ	JDZ	JDZ	ACR	03-13-2019

Horiz. Scale	Vert. Scale	Project No.
		380-001-16



1724 West Marine View Drive, Suite 140
Everett, WA 98201
P. 425.486.6533 | F. 425.486.6593
Civil | Structural | Planning | Survey
www.paceengr.com



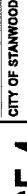
Client: CITY OF STANWOOD
10220 270TH ST NW
STANWOOD, WA 98292
(360) 929-9781 X 9

SHAWN SMITH
Contact

STANWOOD IS-4 PHASE 4

STORM PLAN AND PROFILE

C2.2

C2.3	STANWOOD IS-4 PHASE 4	Client: CITY OF STANWOOD 10220 270TH ST NW STANWOOD, WA 98222 (360) 625-3781 X 9	 1724 West Marine View Drive, Suite 140 Everett, WA 98201 P. 425.486.5533 F. 425.486.5593 www.paceengrs.com Civil Structural Planning Survey		AAM Drawn By JJZ Designed By JJZ Checked By ACK Approved By 03-13-2019 Project No. Horiz. Scale Vert. Scale 380--001--16 Project No.	REVISIONS <table border="1"> <thead> <tr> <th>No.</th> <th>Date</th> <th>Description</th> </tr> </thead> <tbody> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> <tr> <td> </td> <td> </td> <td> </td> </tr> </tbody> </table>	No.	Date	Description															
No.	Date	Description																						
STORM DETAILS																								



City of Stanwood Public Works and Parks Committee Staff Report

Item Number: 3.b.
Date: August 3, 2026
Subject: Cedarhome Water Change Order
Contact Person: Alan Lytton, City Engineer
Attachments: 1. RFC 001.1 - RFI 001 - Gravel Borrow For Trench Backfill

ISSUE

Cedarhome Water Change Order

BACKGROUND:

Following contract award for the Cedarhome Drive & Park Drive Water Main Replacement Project, the Contractor submitted a Request for Information (RFI) seeking clarification regarding payment for trench bedding and backfill. The RFI identified conflicting language within the contract documents. Specifically, Section 7-09.5 stated that imported bedding, backfill, roadway subgrade, and compaction would be paid for under separate bid items; however, the bid schedule did not include any bid items for bedding or trench backfill. Elsewhere in the specifications, the installed pipe bid item required the Contractor to include "pipe zone bedding and backfill, trench up to pavement restoration limits as shown on the plans," and further stated that the contract unit price included backfill and compaction.

The City's intent during design was that all trench excavation, pipe zone bedding, trench backfill, placement, and compaction would be included in the unit price per linear foot of installed pipe. Separate bid items were intentionally provided only for crushed surfacing top course (road base) and permanent pavement restoration. No standalone bid items were included for bedding or trench backfill.

Following receipt of the RFI, the City reviewed the bid tabulation to determine how bidders interpreted the conflicting specification language. The review indicates that most bidders appear to have incorporated bedding and backfill costs into their installed pipe unit prices. Trico Companies, however, submitted an installed 8-inch C900 water main bid of **\$57 per linear foot**, substantially below the majority of bids, the second low bid price per foot was \$136. This significant difference is consistent with the contractor's

interpretation that bedding and trench backfill would be paid separately rather than included in the installed pipe unit price.

The City's engineering consultant evaluated the anticipated cost of the omitted work and estimated that the water main trench bedding and imported backfill represent approximately 1,865 tons of material, with an estimated value of approximately \$112,000. We intend to use native material outside the roadway to reduce the cost impact. Our intention is to add a lineitem to the project at pay based on per ton, not a lump sum.



Date 7/21/2026

Owner Name City of Stanwood
Address 10220 270th St. NW
City, State, Zip Stanwood, WA 98292

RFC: 1.1

RE: Cedarhome Dr. & Park Dr. Water Main Replacement Project

Dear Mayor & City Council

This Request for Change (RFC) includes the costs to:

RFC 001.1 - RFI 001 - Gravel Borrow For Trench Backfill

Scope of Work Summary: WHEREAS per RFI 001 it has been determined that the contract needs to be amended to include an additional pay item for gravel borrow for trench backfill, THEREFORE this change order will be added to create a pay item for the tracking and payment of sandy gravel borrow for use as pipe zone bedding and trench backfill for water and storm improvements. Measurement and payment for material will be measured per ton, with certified weight tickets furnished for each load delivered.

The cost of this COP is : \$ 90,725

***** Gravel Borrow for Trench Backfill - 1900 TON @ \$47.75/TON *****

Upon your approval, we will proceed with the work and incorporate this RFC into a formal Change Order.

Sincerely,

TRICO Contact Steven Van Middendorp
Title Project Manager

Approved by Owner Name ..

Signature

Date: