



CITY OF COVINGTON
CITY COUNCIL REGULAR MEETING AGENDA
www.covingtonwa.gov

Tuesday, June 9, 2015
7:00 p.m.

City Council Chambers
16720 SE 271st Street, Suite 100, Covington

Note: A Joint Meeting with the Parks & Recreation Commission is scheduled from 6:00 to 7:00 p.m.

CALL CITY COUNCIL REGULAR MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

- Presentation on *Best Starts for Kids Program* (AJ McClure, Community Engagement Manager, Public Health-Seattle & King County/Department of Community and Human Services)

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows.*

APPROVE CONSENT AGENDA

- C-1. Minutes: May 26, 2015 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Adopt Resolution for 2016-2021 Transportation Improvement Program (Lindskov)

NEW BUSINESS

1. Consider Appointments to Arts Commission (Council)
2. Discuss and Approve Arts Funding Program (Patterson)
3. Approve Jenkins Creek Park Pedestrian Project Construction Contract (Lindskov)
4. Discuss and Approve Covington Community Park Maintenance Recommendation (Vondran)

COUNCIL/STAFF COMMENTS - Future Agenda Topics

PUBLIC COMMENT *See Guidelines on Public Comments above in First Public Comment Section

EXECUTIVE SESSION

- To Discuss Potential Litigation Pursuant to RCW 42.30.110(1)(i)

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).

Consent Agenda Item C-1

Covington City Council Meeting

Date: June 9, 2015

SUBJECT: APPROVAL OF MINUTES: MAY 26, 2015 CITY COUNCIL REGULAR MEETING MINUTES

RECOMMENDED BY: Sharon G. Scott, City Clerk

ATTACHMENT(S): Proposed Minutes

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION:

ALTERNATIVES:

FISCAL IMPACT:

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution X Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to approve the May 26, 2015 City Council Regular Meeting Minutes.

City of Covington
Regular City Council Meeting Minutes
Tuesday, May 26, 2015

(This meeting was recorded and will be retained for a period of six years from the date of the meeting).

The Regular Meeting of the City Council of the City of Covington was called to order in the City Council Chambers, 16720 SE 271st Street, Suite 100, Covington, Washington, Tuesday, May 26, 2015, at 7:05 p.m., with Mayor Harto presiding.

COUNCILMEMBERS PRESENT:

Margaret Harto, Joe Cimaomo, Mark Lanza, Marlla Mhoon, Jim Scott, Sean Smith, and Jeff Wagner.

STAFF PRESENT:

Regan Bolli, City Manager; Don Vondran, Public Works Director; Rob Hendrickson, Finance Director; Kevin Klason, Covington Police Chief; Richard Hart, Community Development Director; Karla Slate, Communications & Marketing Manager; Scott Thomas, Parks & Recreation Director; Sara Springer, City Attorney; Bob Lindskov, City Engineer; and Sharon Scott, City Clerk/Executive Assistant.

Mayor Harto invited Councilmember Lanza to open the meeting with the Pledge of Allegiance.

APPROVAL OF AGENDA:

Council Action: Mayor Pro Tem Wagner moved and Councilmember Scott seconded to approve the Agenda. Vote: 7-0. Motion carried.

PUBLIC COMMENT:

Mayor Harto called for public comments.

There being no comments, Mayor Harto closed the public comment period.

APPROVE CONSENT AGENDA:

C-1. Minutes: May 6, 2015 City Council Special Meeting for Listening Session at Kentlake High School Minutes; May 12, 2015 City Council Special Meeting for Joint Study Session with Covington Economic Development Council and Covington Chamber of Commerce Board Minutes; and May 12, 2015 City Council Regular Meeting Minutes.

C-2. Vouchers: Electronic fund transfers in the Amount of \$211,973.52, Dated May 1, 2015; Vouchers #32526-32591, including ACH payments and electronic funds transfers, in the Amount of \$254,740.57, Dated May 15, 2015; and Paylocity Payroll Checks #1003751650-1003751659 and #1003751667-#1003751667 inclusive, plus employee direct deposits, in the Amount of \$176,327.91, Dated May 22, 2015.

C-3. Appoint Voting Delegate for Association of Washington Cities Annual Business Meeting.

Council Action: Mayor Pro Tem Wagner moved and Councilmember Mhoon seconded to approve the Consent Agenda: 7-0. Motion carried.

REPORTS OF COMMISSIONS:

Human Services Commission – Chair Fran McGregor reported on the May 14 meeting.

Parks & Recreation Commission – Chair Laura Morrissey reported on the May 20 meeting.

Arts Commission – Chair Lesli Cohan reported on the May 14 meeting.

Planning Commission – Vice Chair Paul Max reported on the May 7 and May 21 meetings.

Economic Development Council – The next meeting is scheduled for May 28.

PUBLIC HEARING:

1. To Receive Testimony on Proposed 2016-2021 Transportation Improvement Program.

City Engineer Bob Lindskov gave the staff report on this item.

Councilmembers asked questions, and Public Works Director Don Vondran and Community Development Director Richard Hart provided responses.

Mayor Harto called for public comments for the public hearing.

There being no comments, Mayor Harto closed the public comment period for the public hearing.

NEW BUSINESS:

2. Discuss Police Officer Funding Options.

Finance Director Rob Hendrickson gave the staff report on this item.

Councilmembers provided comments and asked questions. Mr. Hendrickson, Police Chief Kevin Klason, and Mr. Hart provided responses. City Attorney Sara Springer provided some clarification responses.

Council Action: There was Council consensus to request staff to provide more information on the utility tax option b and bring more alternatives to a future council meeting.

COUNCIL/STAFF COMMENTS:

Councilmembers and staff discussed Future Agenda Topics and made comments.

Mayor Pro Tem Wagner indicated he would be unable to attend the Tri Cities meeting on May 27 due to attending a landfill tour.

Mayor Harto announced that Councilmember Mhoon was selected as Chair of Sound Cities Association Public Issues Committee next year.

PUBLIC COMMENTS:

Mayor Harto called for public comments.

Chele Dimmett, 26626 190th Avenue SE, Covington, spoke against a utility tax on sewer.

There being no further comments, Mayor Harto closed the public comment period.

EXECUTIVE SESSION:

Potential litigation pursuant to (RCW 42.30.110(1)(i)) from 8:17 to 8:28 p.m.

Mayor Harto announced the City Council would move into Executive Session for five minutes after which no further action was anticipated.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:28 p.m.

Prepared by:

Submitted by:

Joan Michaud
Senior Deputy City Clerk

Sharon Scott
City Clerk

Consent Agenda Item C-2

Covington City Council Meeting

Date: June 9, 2015

SUBJECT: APPROVAL OF VOUCHERS

RECOMMENDED BY: Rob Hendrickson, Finance Director

ATTACHMENT(S): Vouchers #32592-32651, including ACH payments and electronic funds transfers, in the Amount of \$439,718.71, Dated May 29, 2015; and Paylocity Payroll Checks #1003801903-1003801914 inclusive, plus employee direct deposits, in the Amount of \$171,424.05, Dated June 5, 2015.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION: Not applicable.

ALTERNATIVES: Not applicable.

FISCAL IMPACT: Not applicable.

CITY COUNCIL ACTION: _____ Ordinance _____ Resolution X Motion _____ Other

Councilmember _____ moves, Councilmember _____ seconds, to approve for payment Vouchers #32592-32651, including ACH payments and electronic funds transfers, in the Amount of \$439,718.71, Dated May 29, 2015; and Paylocity Payroll Checks #1003801903-1003801914 inclusive, plus employee direct deposits, in the Amount of \$171,424.05, Dated June 5, 2015.

May 29, 2015

City of Covington

City of Covington

City of Covington
Voucher/Check Register

Check #32592 through Check #32651, including ACH payments and electronic funds transfers

In the Amount of \$439,718.71

We, the undersigned, do hereby certify under penalty of perjury that the materials have been furnished, the services rendered or the labor performed as described herein and that the claims are just, due and unpaid obligations against the City of Covington, Washington, County of King, and that we are authorized to authenticate and certify said claims per the attached register.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved _____

Accounts Payable

Checks by Date - Detail by Check Date

User: scles
 Printed: 5/29/2015 9:15 AM



Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
ACH	0706	Covington Retail Associates	05/29/2015	
	4571	1st floor; building lease, June		26,359.92
	4571	1st floor; operating expenses, June		10,401.29
	4572	2nd floor; operating expenses, June		1,406.68
	4572	2nd floor; building lease, June		3,362.83
Total for this ACH Check for Vendor 0706:				41,530.72
ACH	1007	Ross Junkin	05/29/2015	
	1007-5	Junkin; AWC Drug/Alcohol Supv training, per d		7.32
	1007-5	Junkin; AWC Drug/Alcohol Supv training, per d		3.66
	1007-5	Junkin; AWC Drug/Alcohol Supv training, per d		7.32
Total for this ACH Check for Vendor 1007:				18.30
ACH	1091	Complete Office Solutions	05/29/2015	
	1213087-0	Storage cabinet		504.99
Total for this ACH Check for Vendor 1091:				504.99
ACH	1271	Rob Hendrickson	05/29/2015	
	15-07	Hendrickson; 2015 flexible spending		141.73
Total for this ACH Check for Vendor 1271:				141.73
ACH	1408	Washington Workwear Stores Inc.	05/29/2015	
	11556	Bolli; embroidery for raingear		13.58
	11557	Wagner; jacket		72.22
	11557	Scott; hat/shirt		59.73
	11557	Slate; Jacket		64.62
	11557	Extra city hats		48.87
	11557	Harto; hat		24.43
	1917	Seasonal; safety vest		10.86
	1917	Seasonal; safety vest		5.42
	1917	Seasonal; safety vest		10.86
	1921	Gaudette; work pants, jacket		21.50
	1921	Gaudette; work pants, jacket		42.99
	1921	Gaudette; work pants, jacket		42.99
	1925	Junkin; steel toe work boots		50.82
	1925	Junkin; steel toe work boots		25.41
	1925	Junkin; steel toe work boots		50.82
	1929	Whistle		1.56
	1929	Whistle		0.78
	1929	Whistle		1.56
Total for this ACH Check for Vendor 1408:				549.02
ACH	1876	John Gaudette	05/29/2015	
	1876-5	Gaudette; Noxious weed control seminar, per die		8.52
	1876-5	Gaudette; Noxious weed control seminar, per die		4.26

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	1876-5	Gaudette; Noxious weed control seminar, per die		8.52
		Total for this ACH Check for Vendor 1876:		21.30
ACH	1901	Modern Building Systems, Inc.	05/29/2015	
	0066602	Maint shop; building lease, 6/1-7/1/15		284.54
	0066602	Maint shop; building lease, 6/1-7/1/15		569.06
	0066602	Maint shop; building lease, 6/1-7/1/15		569.06
		Total for this ACH Check for Vendor 1901:		1,422.66
ACH	2555	NuCO2 LLC	05/29/2015	
	45391403	Aquatics; CO2 lease		74.92
		Total for this ACH Check for Vendor 2555:		74.92
ACH	2621	Jaquelyn Martinsons	05/29/2015	
	2621-5	Instructor payment; Safe at Home, May		105.00
		Total for this ACH Check for Vendor 2621:		105.00
ACH	2633	National Safety, Inc.	05/29/2015	
	0406508-IN	Seasonal; raingear		16.56
	0406508-IN	Seasonal; raingear		33.11
	0406508-IN	Seasonal; raingear		33.11
		Total for this ACH Check for Vendor 2633:		82.78
29	1198	Cashmere Valley Bank	05/29/2015	
	2008GO-060115	2008 GO Bond Principal payment		9,813.82
	2008GO-060115	2008 GO Bond interest payment		3,927.90
		Total for Check Number 29:		13,741.72
30	1189	Department of Commerce	05/29/2015	
	PWTF-257119	PWTF Loan principal payment		214,895.82
	PWTF-257119	PWTF Loan principal payment		9,849.39
		Total for Check Number 30:		224,745.21
32592	2682	Joshua Allen	05/29/2015	
	2682-5	Allen; Noxious weed control seminar, per diem		8.52
	2682-5	Allen; Noxious weed control seminar, per diem		8.52
	2682-5	Allen; Noxious weed control seminar, per diem		4.26
		Total for Check Number 32592:		21.30
32593	0955	American Red Cross	05/29/2015	
	10370567	Water Safety Instructor classes		175.00
		Total for Check Number 32593:		175.00
32594	0019	AWC Employee Benefits Trust	05/29/2015	
	100315L0620150	Medical Insurance Premiums, June		1,646.07
	100315L0620150	Medical Insurance Premiums, June		809.72
	100315L0620150	Medical Insurance Premiums, June		442.89
	100315L0620150	Medical Insurance Premiums, June		1,125.00
	100315L0620150	Medical Insurance Premiums, June		10,749.79
	100315L0620150	Medical Insurance Premiums, June		2,479.93
	100315L0620150	Medical Insurance Premiums, June		1,774.21
	100315L0620150	Medical Insurance Premiums, June		8,983.53
	100315L0620150	Medical Insurance Premiums, June		6,713.40

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	100315L0620150	Medical Insurance Premiums, June		1,899.25
	100315L0620150	Medical Insurance Premiums, June		2,196.79
	100315L0620150	Medical Insurance Premiums, June		2,268.34
	100315L0620150	Medical Insurance Premiums, June		5,982.83
	100315L0620150	Medical Insurance Premiums, June		6,941.83
			Total for Check Number 32594:	54,013.58
32595	2646	Balloon Specialties	05/29/2015	
	B15042005	Helium, balloons, ribbon		163.59
	B15042005	Helium, balloons, ribbon		163.58
	B15042005	Aquatics; helium, balloons, ribbon		163.59
			Total for Check Number 32595:	490.76
32596	1868	The Brickman Group Ltd, LLC	05/29/2015	
	5102730097	Landscaping maintenance; 4/13-4/30/15		3,240.41
	5102730097R	Landscaping retainage; 4/13-4/30/15		-162.02
			Total for Check Number 32596:	3,078.39
32597	2849	Bricks 4 Kidz	05/29/2015	
	1046	Instructor payment; After school programs, April		206.50
			Total for Check Number 32597:	206.50
32598	2804	Calsense	05/29/2015	
	042024	CCP; data access plan annual fee, 6/21/15-6/20/1		190.05
			Total for Check Number 32598:	190.05
32599	1997	Capital One Commercial	05/29/2015	
	027169	PROS Open house; refreshments		49.51
	130692206211	City hall; paper products, creamer, batteries		323.89
	58983	Credit; cups		-34.87
			Total for Check Number 32599:	338.53
32600	2819	Caron Fitness	05/29/2015	
	2819-5	Instructor payment; Zumba, April		163.80
			Total for Check Number 32600:	163.80
32601	2270	CenturyLink	05/29/2015	
	6317966698B-5	City hall; telephone, 5/13-6/13/15		101.72
			Total for Check Number 32601:	101.72
32602	2948	City of Bellingham	05/29/2015	
	5.11.2015	Feser; Crime Prevention/Environmental Design,		395.00
			Total for Check Number 32602:	395.00
32603	0366	City of Covington	05/29/2015	
	B15-0056	Permit for banner pole installation		1,013.05
			Total for Check Number 32603:	1,013.05
32604	2382	Close Call Plumbing	05/29/2015	
	HELF-01-14	Minor housing repair; #HELF-01-14		224.15
			Total for Check Number 32604:	224.15

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
32605	1170 NW2772484	Coastwide Laboratories Aquatics; cleaning supplies	05/29/2015	576.96
Total for Check Number 32605:				576.96
32606	2179 474	Conservation Technix, Inc. PROS Plan update; 3/30-4/30/15	05/29/2015	11,735.40
Total for Check Number 32606:				11,735.40
32607	2809 2809-5 2809-5-1	Sean Conway Baseball bat Conway; 1 year service award	05/29/2015	32.84 15.00
Total for Check Number 32607:				47.84
32608	0184 210	Cordi & Bejarano Public defender services; 3/31-4/28/15	05/29/2015	2,200.00
Total for Check Number 32608:				2,200.00
32609	2956 1000206.003 1000206.003	Costco Wholesale Community room rental, additional half hour, 5/ Refund; community room damage deposit, 5/19	05/29/2015	-32.00 250.00
Total for Check Number 32609:				218.00
32610	0537 104587-5 105731-5 107666-5 108188-5 115324-5 122505-5 122505-5 122505-5 132669-5 132670-5	Covington Water District Crystal view; water, 4/18-5/15/15 SR 516; water, 4/18-5/15/15 CCP; water, 3/21-5/15/15 Skate park; water, 3/21-5/15/15 Aquatics; water, 3/21-5/15/15 Maint shop; water, 3/21-5/15/15 Maint shop; water, 3/21-5/15/15 Maint shop; water, 3/21-5/15/15 CCP; water, 3/21-5/15/15 CCP; water, 4/18-5/15/15	05/29/2015	30.65 58.60 43.00 61.25 1,128.40 44.98 44.98 22.49 61.25 219.00
Total for Check Number 32610:				1,714.60
32611	2949 98396 98396 98396	Cressy Door Company, Inc. Maint shop; door repair Maint shop; door repair Maint shop; door repair	05/29/2015	53.11 106.21 106.21
Total for Check Number 32611:				265.53
32612	0159 3300725	Daily Journal of Commerce CIP 1014; bid notice	05/29/2015	752.70
Total for Check Number 32612:				752.70
32613	2934 2934-5	Encore Dance Academy Instructor payment; Dance, Spring 2015	05/29/2015	1,610.00
Total for Check Number 32613:				1,610.00
32614	1996 150515 150515 150515	Facility Maintenance Contractors Maint shop; janitorial service Maint shop; janitorial service Maint shop; janitorial service	05/29/2015	56.80 113.60 113.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 32614:	284.00
32615	2686	Angela Feser	05/29/2015	
	2686-5	Feser; MRSC leadership training, parking		15.00
	2686-5-1	Feser; Forterra meeting, mileage/parking		37.65
			Total for Check Number 32615:	52.65
32616	1733	The Good Earth Works, Inc.	05/29/2015	
	132672	Nylon line		49.90
			Total for Check Number 32616:	49.90
32617	0225	Green River Community College	05/29/2015	
	0225-5	Small business assistance; 1st Quarter 2015		2,500.00
			Total for Check Number 32617:	2,500.00
32618	2648	Hart's Gymnastics	05/29/2015	
	2648-5	Instructor payment; Gymnastics, May		518.40
			Total for Check Number 32618:	518.40
32619	2957	Helix Design Group	05/29/2015	
	0000001	Town Center planning services; 3/29-4/25/15		6,190.00
			Total for Check Number 32619:	6,190.00
32620	1658	Hertz Equipment Rental Corp.	05/29/2015	
	28002063-001	Rental; stump grinder, 5/4-5/5/15		188.07
			Total for Check Number 32620:	188.07
32621	1722	Honey Bucket	05/29/2015	
	2-1199798	Skate park; portable toilet, 4/30-5/27/15		202.95
	2-1205891	CCP; toilet service, 5/8-6/4/15		255.00
	2-1207009	Mattson; portable toilet, 5/6-6/2/15		127.50
	2-1207010	Cedar Heights; portable toilet, 5/6-6/2/15		117.50
	2-1207011	Crestwood Elem; portable toilet, 5/6-6/2/15		117.50
	2-1207012	Jenkins Creek Elem; portable toilet, 5/6-6/2/15		117.50
			Total for Check Number 32621:	937.95
32622	1342	Integra Telecom	05/29/2015	
	12970333	Maint shop; telephone, 5/8-6/7/15		177.10
	12970333	Maint shop; telephone, 5/8-6/7/15		177.10
	12970333	Maint shop; telephone, 5/8-6/7/15		88.56
	12970333	City hall; telephone, 5/8-6/7/15		1,220.05
	12970333	Aquatics; telephone, 5/8-6/7/15		90.23
			Total for Check Number 32622:	1,753.04
32623	2790	Kidz Love Soccer	05/29/2015	
	2015SP-F280	Instructor payment; Soccer, Spring 2015		1,568.00
			Total for Check Number 32623:	1,568.00
32624	0143	King County Finance	05/29/2015	
	2053406	Animal control services; 1/1-6/30/15		22,943.00
	59282-59284	Street services		16,054.12

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 32624:	38,997.12
32625	2490 2490-5	Law Office of Theresa and Phillip Griffin Public defender, video court, March & April	05/29/2015	2,700.00
			Total for Check Number 32625:	2,700.00
32626	2953 2953-5	Tracy Magee Instructor payment; Parenting class	05/29/2015	350.00
			Total for Check Number 32626:	350.00
32627	2367 140824	Magnum Print Solutions Toner	05/29/2015	93.40
			Total for Check Number 32627:	93.40
32628	2954 2003769.002	Tammy Mastrullo Covington Aquatic Center; credit on account	05/29/2015	31.00
			Total for Check Number 32628:	31.00
32629	2951 2951-5	Paul Max Commissioner Max; PAW training, mileage/per c	05/29/2015	47.58
			Total for Check Number 32629:	47.58
32630	2718 2352 2352 884 884	Mity-Lite, Inc. Table Table, use tax Tables, use tax 8 - Tables	05/29/2015	163.14 -12.92 -134.85 1,702.85
			Total for Check Number 32630:	1,718.22
32631	2950 2950-5	Laura Morrissey Commissioner Morrissey; WRPA conference, mi	05/29/2015	34.30
			Total for Check Number 32631:	34.30
32632	2550 74147 74182 74191	Motorplex Pro-Tow #2576; repairs #2883; lube/oil filter service #3436; oil/lube service	05/29/2015	309.02 57.59 51.07
			Total for Check Number 32632:	417.68
32633	2952 365805 365805	Munro Parts & Service, Inc. CCP; pump parts CCP; pump parts, use tax	05/29/2015	67.42 -5.34
			Total for Check Number 32633:	62.08
32634	2545 51888	Norstar Industries, Inc. #3497; curb fill installation	05/29/2015	412.21
			Total for Check Number 32634:	412.21
32635	2524 25978	Northwest Tri & Bike Aquatics; resale items, goggles, swim caps	05/29/2015	1,203.60

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
			Total for Check Number 32635:	1,203.60
32636	0004	Office Depot	05/29/2015	
	1789022902	Office supplies		49.30
	768620366001	Office supplies		81.56
	769993589001	Office supplies		117.26
	769993746001	Office supplies		137.97
	769993747001	Office supplies		16.17
	770181853001	Paper		219.26
			Total for Check Number 32636:	621.52
32637	0818	Pacific Office Automation	05/29/2015	
	45413354	Copier lease; 4/15-5/14/15		122.47
			Total for Check Number 32637:	122.47
32638	2771	Pacific Office Automation	05/29/2015	
	624213	Copier maintenance; 2/12-5/12/15		45.37
			Total for Check Number 32638:	45.37
32639	1197	Rainier Wood Recyclers	05/29/2015	
	00052053	Disposal fees; brush/stump		120.00
			Total for Check Number 32639:	120.00
32640	2272	Sellars Electric Inc.	05/29/2015	
	1478	Minor housing repair; #DEAN-01-14		-3.00
	1495	Minor housing repair; #HELF-04-14		175.93
			Total for Check Number 32640:	172.93
32641	1905	Sharp Electronics Corporation	05/29/2015	
	C830073-701	Workroom copier usage, 3/31-4/30/15		998.62
	C830231-701	Aquatics; copiers' usage, 4/6-5/5/15		64.52
			Total for Check Number 32641:	1,063.14
32642	1158	Sprint Rothhammer Intl, Inc.	05/29/2015	
	100971A	Aquatics; resale items, goggles, diapers, caps, no		441.00
			Total for Check Number 32642:	441.00
32643	2504	Stalzer and Associates	05/29/2015	
	3844	Hawk Property Development Agreement; 3/11-4.		2,066.67
			Total for Check Number 32643:	2,066.67
32644	0281	Standard Insurance Company	05/29/2015	
	6355510001-5	Life Insurance Premiums, June		95.97
	6355510001-5	Life Insurance Premiums, June		87.89
	6355510001-5	Life Insurance Premiums, June		283.57
	6355510001-5	Life Insurance Premiums, June		44.13
	6355510001-5	Life Insurance Premiums, June		192.20
	6355510001-5	Life Insurance Premiums, June		115.06
	6355510001-5	Life Insurance Premiums, June		361.80
	6355510001-5	Life Insurance Premiums, June		583.51
	6355510001-5	Life Insurance Premiums, June		7.91
	6355510001-5	Life Insurance Premiums, June		600.60
	6355510001-5	Life Insurance Premiums, June		311.17

Check No	Vendor No Invoice No	Vendor Name Description	Check Date Reference	Check Amount
	6355510001-5	Life Insurance Premiums, June		512.24
	6355510001-5	Life Insurance Premiums, June		181.55
	6355510001-5	Life Insurance Premiums, June		175.21
	6355510001-5	Life Insurance Premiums, June		97.19
			Total for Check Number 32644:	3,650.00
32645	0217 L108433	State Auditor's Office Audit fees; April	05/29/2015	6,732.90
			Total for Check Number 32645:	6,732.90
32646	1191 48044	Torklift Central Trailer hitch for all trucks	05/29/2015	229.94
			Total for Check Number 32646:	229.94
32647	2556 114-2952750	United Site Services Gardner property; fence rental, 5/16-6/12/15	05/29/2015	355.77
			Total for Check Number 32647:	355.77
32648	2103 278802129	US Bancorp Equip Finance Inc. Workroom copier lease	05/29/2015	639.10
			Total for Check Number 32648:	639.10
32649	2955 P3169.01-1	Walker Macy Design review services through 4/25/15	05/29/2015	560.00
			Total for Check Number 32649:	560.00
32650	2230 9006276 9006276 9006276	Wilbur-Ellis Company Pesticide Pesticide Pesticide	05/29/2015	57.00 28.49 57.00
			Total for Check Number 32650:	142.49
32651	0355 460	WRPA Commissioner Morrissey; WRPA conference reg	05/29/2015	175.00
			Total for Check Number 32651:	175.00
			Total for 5/29/2015:	439,718.71
			Report Total (72 checks):	439,718.71

June 5, 2015

City of Covington

Payroll Approval

- Request Council approval for payment of Payroll dated 06/05/15 consisting of:

PAYLOCITY CHECK # 1003801903 through PAYLOCITY CHECK # 1003801914 inclusive,
plus employee direct deposits

IN THE AMOUNT OF \$171,424.05

WE, THE UNDERSIGNED, DO HEREBY CERTIFY UNDER PENALTY OF PERJURY THAT THE MATERIALS HAVE BEEN FURNISHED, THE SERVICES RENDERED OR THE LABOR PERFORMED AS DESCRIBED HEREIN AND THAT THE CLAIMS ARE JUST, DUE AND UNPAID OBLIGATIONS AGAINST THE CITY OF COVINGTON, WASHINGTON, COUNTY OF KING, AND THAT WE ARE AUTHORIZED TO AUTHENTICATE AND CERTIFY SAID CLAIMS PER THE ATTACHED COUNCIL APPROVAL REPORT.

Cassandra Parker
Senior Accountant

Mark Lanza
City Councilmember

Jeff Wagner
City Councilmember

Marlla Mhoon
City Councilmember

Council Meeting Date Approved: _____

06/05/15 Payroll Voucher

Payroll Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
109810	Regular	6/5/2015	503	Bolli, Regan H	4,580.95
109811	Regular	6/5/2015	246	Kirshenbaum, Kathleen	1,220.53
109812	Regular	6/5/2015	243	Lyon, Valerie	1,485.66
109813	Regular	6/5/2015	234	Mhoun, Darren S	1,469.26
109814	Regular	6/5/2015	162	Michaud, Joan M	2,187.70
109815	Regular	6/5/2015	123	Scott, Sharon G	2,541.67
109816	Regular	6/5/2015	313	Slate, Karla J	2,491.22
109817	Regular	6/5/2015	275	Hart, Richard	3,476.32
109818	Regular	6/5/2015	368	Mueller, Ann M	1,118.93
109819	Regular	6/5/2015	180	Cles, Staci M	1,871.11
109820	Regular	6/5/2015	146	Hagen, Lindsay K	1,617.75
109821	Regular	6/5/2015	235	Hendrickson, Robert	3,813.06
109822	Regular	6/5/2015	105	Parker, Cassandra	2,610.88
109823	Regular	6/5/2015	454	Salazar-Delatorre, Viviana J	183.66
109824	Regular	6/5/2015	374	Allen, Joshua C	1,951.43
109825	Regular	6/5/2015	482	Cruz, Garrett M	737.52
109826	Regular	6/5/2015	353	Dalton, Jesse J	1,848.37
109827	Regular	6/5/2015	373	Fealy, William J	1,767.83
109828	Regular	6/5/2015	301	Gaudette, John J	2,583.71
109829	Regular	6/5/2015	511	Goranson, Gage W	878.49
109830	Regular	6/5/2015	186	Junkin, Ross D	2,855.98
109831	Regular	6/5/2015	457	Smith, Nathan H	519.97
109832	Regular	6/5/2015	268	Bykonen, Brian D	2,209.04
109833	Regular	6/5/2015	279	Christenson, Gregg R	2,785.03
109834	Regular	6/5/2015	270	Lyons, Salina K	2,332.26
109835	Regular	6/5/2015	269	Meyers, Robert L	3,443.91
109836	Regular	6/5/2015	284	Ogren, Nelson W	2,811.62
109837	Regular	6/5/2015	266	Thompson, Kelly	2,187.61
109838	Regular	6/5/2015	307	Morrissey, Mayson	2,967.97
109839	Regular	6/5/2015	199	Bahl, Rachel A	2,106.35
109840	Regular	6/5/2015	451	Conway, Sean	1,593.26
109841	Regular	6/5/2015	428	Feser, Angela M	2,280.81
109842	Regular	6/5/2015	448	Finazzo, Dominic V	1,558.76
109843	Regular	6/5/2015	305	Kiselyov, Tatyana	1,597.23
109844	Regular	6/5/2015	453	Leung, Rachael M	1,281.60
109845	Regular	6/5/2015	397	Martinsons, Jaquelyn	634.15
109846	Regular	6/5/2015	195	Patterson, Clifford	2,484.06
109847	Regular	6/5/2015	306	Thomas, Scott R	3,647.05
109848	Regular	6/5/2015	106	Bates, Shellie L	2,113.67
109849	Regular	6/5/2015	349	Buck, Shawn M	1,776.30
109850	Regular	6/5/2015	273	French, Fred	466.92
109851	Regular	6/5/2015	436	Lindskov, Robert T	3,033.51
109852	Regular	6/5/2015	257	Parrish, Benjamin A	2,020.67
109853	Regular	6/5/2015	173	Vondran, Donald M	3,796.55
109854	Regular	6/5/2015	252	Wesley, Daniel A	2,224.68
109855	Regular	6/5/2015	388	Andrews, Kaitlyn E	234.85
109856	Regular	6/5/2015	434	Bailey, Brooke	85.81
109857	Regular	6/5/2015	481	Binder, Jordan M	248.99
109858	Regular	6/5/2015	393	Blakely, Coleman P.	172.54
109859	Regular	6/5/2015	379	Carrillo, Anthony G	332.15
109860	Regular	6/5/2015	258	Cox, Melissa	282.43

109861 Regular	6/5/2015	366 Foxworthy, Rebecca	257.83
109862 Regular	6/5/2015	505 Gormley, Hannah E	39.80
109863 Regular	6/5/2015	508 Halbert, Olivia M	108.04
109864 Regular	6/5/2015	409 Hanger, Austin R.	173.24
109865 Regular	6/5/2015	460 Hatch, Christopher	91.32
109866 Regular	6/5/2015	425 Knox, John Q	371.34
109867 Regular	6/5/2015	426 Knox, Patrick L	283.68
109868 Regular	6/5/2015	410 Lanz, Avalon A.	794.15
109869 Regular	6/5/2015	479 Mazick, Hailie	111.01
109870 Regular	6/5/2015	483 Medel, Erick	362.08
109871 Regular	6/5/2015	340 Middleton, Jordan	176.25
109872 Regular	6/5/2015	439 Newman, Ashley M	342.46
109873 Regular	6/5/2015	312 Perko, Roxanne H	593.54
109874 Regular	6/5/2015	445 Portin, Andrew	77.20
109875 Regular	6/5/2015	319 Praggastis, Alexander	225.45
109876 Regular	6/5/2015	387 Praggastis, Elena C	22.75
109877 Regular	6/5/2015	484 Roth, Alexander E	377.78
109878 Regular	6/5/2015	493 Sears, Andrew J	279.57
109879 Regular	6/5/2015	429 Sizemore, Christine A	446.73
109880 Regular	6/5/2015	492 Spencer, Ethan R	85.29
109881 Regular	6/5/2015	506 Thompson, William Z	141.65
109882 Regular	6/5/2015	392 Wardrip, Spencer A	362.57
109883 Regular	6/5/2015	432 Wilton, Sara J	225.64
109884 Regular	6/5/2015	500 White, Preston A	140.92
109885 Regular	6/5/2015	116 Beaufre, Noreen	2,841.79
109886 Regular	6/5/2015	137 Throm, Victoria J	1,945.45
1003801903 Regular	6/5/2015	364 Newell, Nancy J	149.61
1003801904 Regular	6/5/2015	510 Thibeault, James J	805.11
1003801905 Regular	6/5/2015	274 Goldfoos, Rhyann	229.36
1003801906 Regular	6/5/2015	430 Hanson, Sean C	287.02
1003801907 Regular	6/5/2015	399 Jensen, Emily A	171.21
1003801908 Regular	6/5/2015	316 Johansen, Andrea	342.98
1003801909 Regular	6/5/2015	400 Quintos, Edward Louie D	150.18
1003801910 Regular	6/5/2015	515 Rebro, Olivia E	79.61
1003801911 Regular	6/5/2015	489 Wold, Jared K	234.54
1003801912 Regular	6/5/2015	480 Woods, Dylan J	306.80
1003801913 Regular	6/5/2015	395 Wunschel, Ethan G.	383.95

Totals for Payroll Checks 88 Items 110,539.68

Third Party Checks for Account Paylocity Account

Check/Voucher	Check Type	Check Date	Employee Id	Employee Name	Net Amount
109887	AGENCY	6/5/2015	401SS	ICMA Retirement Trust	17,556.45
109888	AGENCY	6/5/2015	457Ex	Vantagepoint Transfer Agent-	348.63
109889	AGENCY	6/5/2015	CICOV	City of Covington	2,802.53
109890	AGENCY	6/5/2015		Emp City of Covington Employee	87.00
109891	AGENCY	6/5/2015	IC401	ICMA Retirement Trust	15,437.57
109892	AGENCY	6/5/2015	IC457	ICMA Retirement Trust	2,101.83
109893	AGENCY	6/5/2015	ROTH	ICMA Retirement Trust	150.00
109894	AGENCY	6/5/2015	VEBA	HRA VEBA Trust Contributions	1,711.75
1003801914	AGENCY	6/5/2015	JG1	WASH CHILD SUPPORT	110.41

Totals for Third Party Checks 9 Items 40,306.17

Tax Liabilities 20352.51
Paylocity Fees 225.69

Grand Total \$ 171,424.05

Consent Agenda Item C-3

Covington City Council Meeting

Date: June 9, 2015

SUBJECT: CONSIDER RESOLUTION TO ADOPT THE PROPOSED SIX-YEAR 2016 – 2021 TRANSPORTATION IMPROVEMENT PROGRAM (TIP).

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Proposed Resolution

PREPARED BY: Robert Lindskov, City Engineer

EXPLANATION:

The city is required by RCW 35.77.010 to annually prepare and adopt a comprehensive transportation program by July 1st for the ensuing six calendar years and to forward a copy of that Six-Year Transportation Improvement Program (TIP) to the Washington State Secretary of Transportation by July 31st. The TIP represents the first six years of the 20-year transportation (street) capital improvement program. The projects contained in the proposed City of Covington Six-Year TIP 2016 – 2021 are consistent with the transportation projects identified in the Capital Facilities Element of the City's Comprehensive Plan adopted December 16, 2003.

A Public Hearing for the proposed 2016 – 2021 Six-Year TIP was held before the City Council on May 26, 2015. No comments were received during the Public Hearing.

ALTERNATIVES:

Direct Staff to modify the proposed 2016 – 2021 Six-Year TIP.

FISCAL IMPACT:

The fiscal impact of each proposed project is indicated in the draft Six-Year TIP 2016 – 2021. The specific revenue source(s) for the city portion of the funds for each project is determined each year during the budget process. Additional revenues are needed to fund these projects. Possible sources are grants, appropriations and traffic impact fees.

CITY COUNCIL ACTION: ___ Ordinance X Resolution ___ Motion ___ Other

Councilmember _____ moves, Councilmember _____ seconds, to pass a Resolution adopting the City of Covington Six-Year (2016 - 2021) Transportation Improvement Program (TIP).

REVIEWED BY: City Manager, City Attorney, Finance Director

RESOLUTION NO. 15-04

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF COVINGTON, KING COUNTY,
WASHINGTON, ADOPTING THE 2016-2021 SIX-
YEAR TRANSPORTATION IMPROVEMENT
PROGRAM**

WHEREAS, pursuant to RCW 35.77.010, the City of Covington (the “City”) is required to prepare and adopt a comprehensive transportation improvement program that addresses transportation improvements and needs for the ensuing six calendar years, which is commonly known as the Six-Year Transportation Improvement Program (“TIP”); and

WHEREAS, pursuant to RCW 35.77.010, the City is also required to revise and extend its Six-Year TIP annually to ensure that the City has a guide in carrying out a coordinated transportation program; and

WHEREAS, Chapter 35.77 RCW requires that the Six-Year TIP must be consistent with the City’s adopted Comprehensive Plan; and

WHEREAS, the City is further required to conduct a public hearing prior to adopting any revisions or extensions of its Six-Year TIP; and

WHEREAS, on May 26, 2015, the Covington City Council held a public hearing on the revised Six-Year TIP for the years 2016-2021, inclusive; and

WHEREAS, the city council, being satisfied that the revised and extended Six-Year TIP for the years 2016-2021, inclusive, addresses the City’s needs for the ensuing six years and is consistent with the City’s Comprehensive Plan.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF COVINGTON, WASHINGTON, hereby resolves as follows:

1. The Six-Year Transportation Improvement Program (2016-2021) for the City of Covington, as revised and extended for the ensuing calendar year, incorporated herein by its entirety and on file in the Covington City Clerk’s Office, is hereby adopted in its entirety, shall take effect on July 6, 2015, and previous plans shall be amended accordingly.
2. A copy of the adopted Six-Year TIP for the years 2016-2021, together with a copy of this resolution, shall be filed with the Washington State Secretary of Transportation and the Washington State Transportation Improvement Board within thirty (30) days after the adoption of this resolution.

PASSED by the City Council of the City of Covington, Washington, in open and regular session this 9th day of June, 2015.

MARGARET HARTO, MAYOR

ATTESTED:

Sharon Scott, City Clerk

APPROVED AS TO FORM:

Sara Springer, City Attorney



City of Covington | 16720 SE 271st St. Suite 100 | Covington, WA 98042
 City Hall – 253.480.2400 | www.covingtonwa.gov

**DETERMINATION OF NON-SIGNIFICANCE (DNS)
 TRANSPORTATION IMPROVEMENTS PROJECTS (TIP) 2016-2021**

Project Name: City of Covington Six Year Transportation Improvement Program (TIP) 2016-2021

File Number: SEPA15-03

Applicant/Contact: Bob Lindskov, City Engineer
 City of Covington, Public Works Department
 16720 SE 271st Street, Suite 100
 Covington, Washington 98042
 253-480-2467

Date of Issuance: June 5, 2015

Project Description: The proposal is a non-project action to adopt the City of Covington's Six Year TIP 2016-2021 by the Covington City Council. This proposal is for the overall Capital Improvement and Transportation Improvement (CIP/TIP) programs within the city in accordance with the requirements of State law as defined in RCW 35.77.010 and 35.36.70A. The proposed 2016-2021 TIP projects are as follows and further described Attachments 1, 2 & 3:

1. **CIP 1127** SE 272nd Street between Jenkins Creek and 185th Place SE
2. **CIP 1201** 204th Avenue SE between SE 272nd Street SE and SE 256th Street
3. **CIP 1086** 164th Avenue SE between SE 264th Street and vicinity SE 269th Street
4. **CIP 1128** SE 272nd Street between 185th Place SE and 192nd Avenue SE
5. **CIP 1063** SE 272nd Street between 160th Avenue SE and 164th Avenue SE
6. **CIP 1056 & CIP 1149** SE 256th Street between 172nd Avenue SE and 180th Avenue SE & 180th Avenue SE between SE 256th Street and SE Wax Road (N)
7. **Town Center 1** SE 276th Street between 168th Place SE and SE Wax Road
8. **Town Center 2** 171st Avenue SE (Main Street between SE 275th Street and SE 276th Street
9. **CIP 1124** 185th Place SE Extension - Wax Road/180th Ave SE to SE 272nd Street

Documents Reviewed: City's Comprehensive Plan, Adopted December 2002, and as amended, 6-Year TIP 2016-2021 and description of TIP/CIP (Attachments 1, 2 & 3), and other information on file with the lead agency.

Responsible Official/ Richard Hart, Community Development Director

Lead Agency: City of Covington SEPA Official
 16720 SE 271st Street, Suite 100
 Covington, Washington 98042
 253-480-2441

This DNS is issued under WAC 197-11-350. The comment period is 14 calendar days and ends **June 19, 2015 at 5 PM.**

Comments and Appeals Notice: *Comments and appeals on this DNS may be submitted by first class mail or delivered to the responsible official at the above lead agency address. Any notice of appeals must be filed in writing, with the required filing fee paid in cash or check and received within 14 calendar days of the end of the comment period at Covington City Hall Offices, i.e. by July 6, 2015 at 5 PM (extended due to holiday). You must make specific factual objections, identify error, harm suffered, or identify anticipated relief sought and raise specific issues in the statement of appeal. Contact the Community Development Department at Covington City Hall to read or to ask about the procedures for SEPA appeals.*

Signature of Responsible Official: _____

Richard Hart

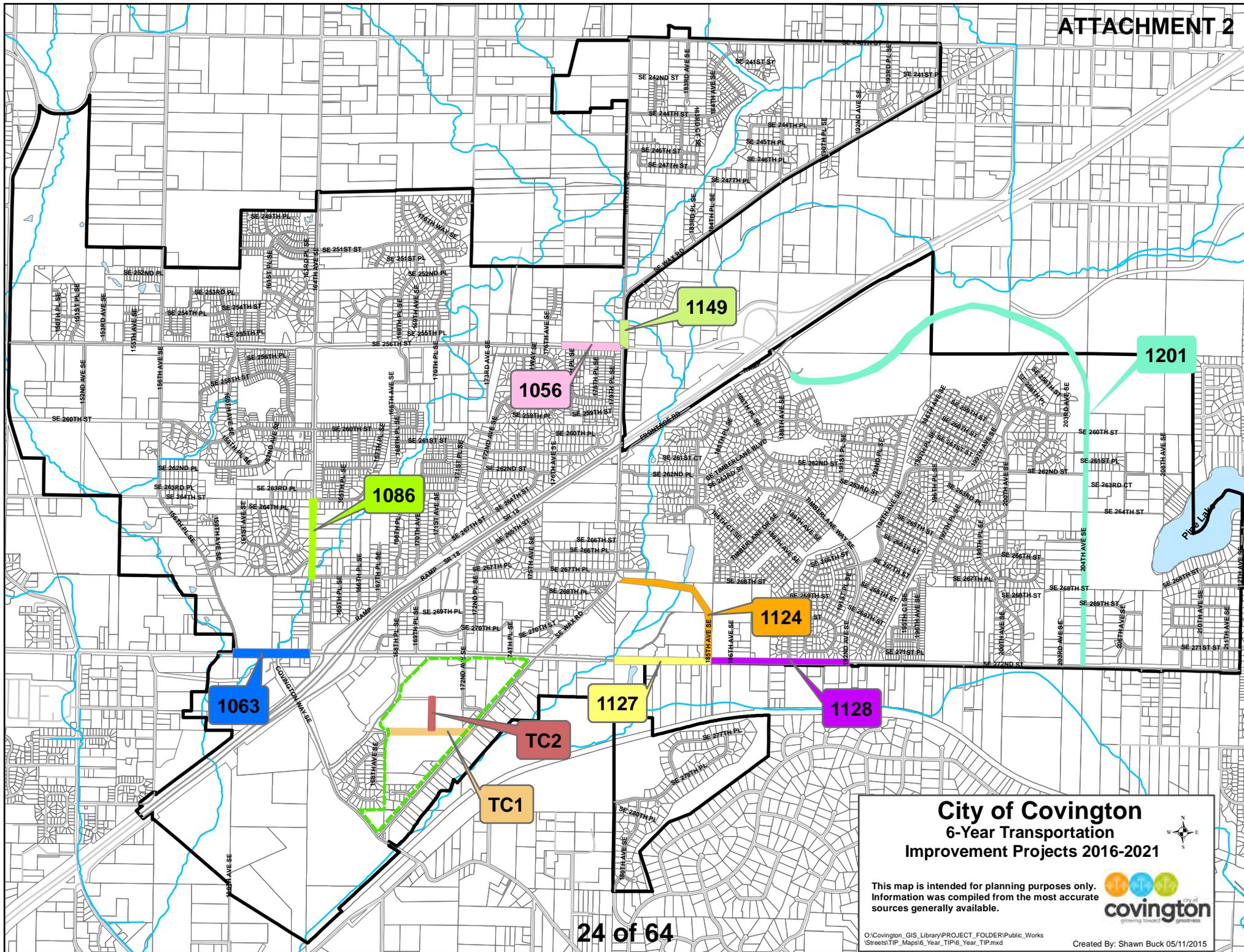
Date: 5-28-15

**CITY OF COVINGTON
2016 to 2021 Transportation Improvement Program
Summary**

					Expenditure Schedule in Thousands						
					Total	1	2	3	4	5	6
Priority	City CIP #, Project Name, Termini, Major Class of Work	Phase	Funded	Funds	2016	2017	2018	2019	2020	2021	
1	1127, SE 272nd Street (SR 516) Jenkins Creek to 185th Place SE Widen to 5 lanes & reconstruct, Sidewalks, New stream crossing	Dgn	XX	0							
		R-o-W	XX	923	923						
		Const		11,691	5,000	6,691					
		Total Cost		12,614	5,923	6,691	0	0	0	0	
2	1201, 204th Avenue SE SE 272nd Street to SE 256th Street Widen to full City Standard, Sidewalks, Bicycle Lanes, Planted Medians	Dgn		3,590							
		R-o-W		686	Schedule driven by development						
		Const		22,861	(May be built in portions)						
		Total Cost		27,136							
3	1086, 164th Avenue SE SE 264th Street to SE 269th Street Pedestrian Improvements, 5' asphalt walkway, drainage swale	Dgn		0							
		R-o-W		91	91						
		Const		848	848						
		Total Cost		939	91	848	0	0	0	0	
4	1128, SE 272nd Street (SR 516) 185th Place SE to 192nd Avenue SE Widen to 5 lanes & reconstruct, Sidewalks, New signal.	Dgn		1,383		1,383					
		R-o-W		793		793					
		Const		14,714			14,714				
		Total Cost		16,890	0	1,383	793	14,714	0	0	
5	1063, SE 272nd Street (State Route 516) 160th Avenue SE to 164th Avenue SE Signal modifications, add turn lanes, stream crossing.	Dgn		1,008			1,008				
		R-o-W		1,440			1,440				
		Const		10,650				10,650			
		Total Cost		13,098	0	0	1,008	1,440	10,650	0	
6	Portions of 1056 and 1149 SE 256th Street and 180th Avenue SE Safety improvements, Sidewalks Signal modifications, add right turn lane.	Dgn		498				498			
		R-o-W		242				242			
		Const		5,316					5,316		
		Total Cost		6,056	0	0	0	498	242	5,316	
7	Town Center 1 SE 276th Street 168th Place SE to SE Wax Road New Route, New Alignment, Type II Roadway	Dgn		1,550							
		R-o-W		6,981	Schedule driven by development						
		Const		4,650	(May be built in portions)						
		Total Cost		13,180							
8	Town Center 2 172nd Avenue SE SE 275th Street to SE 276th Street New Route, New Alignment, Type I Roadway	Dgn		579							
		R-o-W		989	Schedule driven by development						
		Const		1,737	(May be built in portions)						
		Total Cost		3,304							
9	1124, 185th Place SE Extension Wax Road/180th Avenue SE Roundabout to SE 272nd Street New Route, New Alignment, Access management.	Dgn		1,131					1,131		
		R-o-W		5,339						5,339	
		Const		0							
		Total Cost		6,470		0	0	0	1,131	5,339	
3.0% Annual Construction Cost Increase		TOTAL		99,688	6,014	8,922	1,801	16,652	12,023	10,655	

CITY OF COVINGTON
2016 to 2021 Transportation Improvement Program
Summary

					Expenditure Schedule in Thousands						
					Total	1	2	3	4	5	6
Priority	City CIP #, Project Name, Termini, Major Class of Work	Phase	Funded	Funds	2016	2017	2018	2019	2020	2021	
N/A	1029, Citywide Intersection Safety Project 10 intersections throughout the city (see description for details) Various signing, striping and channelization improvements	Dgn	XX	31							
		R-o-W	N/A		COMPLETED 2015						
		Const	XX	219							
		Total Cost		250							
N/A	1014, Jenkins Creek Park SE 267th Place to SE 268th Street Non Motorized Multi-use trail and bridge replacement	Dgn	XX	100							
		R-o-W	N/A		COMPLETED 2015						
		Const	XX	322							
		Total Cost		422							



City of Covington
6-Year Transportation
Improvement Projects 2016-2021

This map is intended for planning purposes only. Information was compiled from the most accurate sources generally available.

O:\Covington_GIS_Library\PROJECT_FOLDER\Public_Works
 \Streets\TIP_Maps\6_Year_TIP\6_Year_TIP.mxd
 Created By: Shawn Buck 05/11/2015

City of Covington
2016-2021 6 Year TIP
Project Descriptions

Capital Improvement Project Priorities

1. **CIP 1127 SE 272nd Street between Jenkins Creek and 185th Place SE**

This project is to widen and reconstruct a portion of SE 272nd Street between Jenkins Creek and 185th Place SE. This project will include the crossing of Jenkins Creek with a new structure for the stream, widening the street from 2-lanes to 5-lanes including curb and gutter, 8' sidewalks, access control features, landscaping and provisions for u-turns.



2. **CIP 1201 204th Avenue SE between SE 272nd Street SE and SE 259th Street**

The new roadway connection will provide overall benefits to the citywide street system by providing more options for vehicles traveling between SE 272nd Street and SR 18. This collector arterial will be widened to two 12-foot lanes, one 14-foot turn lane/median, and two 5-foot wide bike lanes. Each side of the roadway will also include a curb, a gutter, a 5-foot landscape buffer, and a 5-foot sidewalk.



3. **CIP 1086 164th Avenue SE between SE 264th Street and vicinity SE 269th Street**

This project will install a 5' separated walkway on the east side of 164th Avenue SE between SE 264th Street and just south of SE 269th Street. This project will also install a drainage swale with underdrainage to convey and treat surface water. Once completed, this will provide a continuous separated walkway/sidewalk from Kentwood High School to the Covington Library.



City of Covington
2016-2021 6 Year TIP
Project Descriptions

4. **CIP 1128 SE 272nd Street between 185th Place SE and 192nd Avenue SE**

This project is to widen and reconstruct a portion of SE 272nd Street between 185th Place SE and 192nd Avenue SE. This project will widen the street from 2-lanes to 5-lanes including curb and gutter, 8' sidewalks, access control features, landscaping and provisions for u-turns.



5. **CIP 1063 SE 272nd Street between 160th Avenue SE and 164th Avenue SE**

This project provides for design and future construction of additional turn lanes, channelization, and signal modifications. Widening SE 272nd Street will require modifications to the existing stream crossing at the intersection. Project length is 800 feet. Construct street section consistent with the existing SR 516 section including illumination, landscaping, 10' wide sidewalks with street trees in planting wells.



6. **CIP 1056 SE 256th Street between 172nd Avenue SE and 180th Avenue SE**
CIP 1149 180th Avenue SE between SE 256th Street and SE Wax Road (N)

Portions of these two larger CIP projects (see map) are being combined to provide improvements adjacent to the new fire station at SE 256th Street and 180th Avenue SE. The improvements will include widening the north side of SE 256th Street from 180th Avenue SE to 176th Avenue SE to match the section at 168th Avenue SE. The frontage along 180th Avenue SE will be widened from the intersection to Crestwood Elementary School.



City of Covington
2016-2021 6 Year TIP
Project Descriptions

7. **Town Center 1 SE 276th Street between 168th Place SE and SE Wax Road**

This is a new route; new alignment roadway that will support the Town Center vision and meet the Town Center Design Guidelines. The schedule of these projects will be primarily driven by development and may be constructed in portions.



8. **Town Center 2 171st Avenue SE (Main Street) between SE 275th Street and SE 276th Street**

This is a new route; new alignment roadway that will support the Town Center vision and meet the Town Center Design Guidelines. The schedule of these projects will be primarily driven by development and may be constructed in portions.



9. **CIP 1124 185th Place SE Extension - Wax Road/180th Ave SE to SE 272nd Street**

This project connects SE Wax Road/180th Avenue SE to SE 272nd Street via a new route and alignment designated as 185th Place SE. The street section will consist of a 3-lane urban arterial standard with curb, gutter and 8' sidewalks, landscaping strips, illumination and stormwater infrastructure. The project will also include crossing Jenkins Creek. The actual route and alignment will be determined during design.



City of Covington
2016-2021 6 Year TIP
Project Descriptions

COMPLETED 2015

1. **CIP 1029 Citywide Intersection Safety Project – 10 Locations**

This project is part of the WSDOT City Safety Program that is focused on intersection safety. The project will do safety improvements to 10 locations throughout the city. These improvements vary at each location but may include rechannelization, adding warning beacons and pavement markings; improving sight distance, and crosswalks; upgrading signs, sidewalks and ADA access points. The intersections are SE 272nd Street / 168th Place SE, SE 272nd Street / 172nd Place SE, 168th Place SE / 169th Place SE, SE 270th Place / 174th Avenue SE, SE 256th Street / 180th Avenue SE, SE 267th Street / 192nd Avenue SE, SE 261st Street / 180th Avenue SE, SE 268th Street / 164th Avenue SE, SE Wax Road / 180th Ave SE and SE 256th / 170th Ave. SE. This project is fully funded and scheduled to be completed in 2014.



2. **CIP 1014 Jenkins Creek Park between SE 267th Place and SE 268th Street**

This is a non-motorized transportation project that will construct a multiuse trail between SE 267th Place and SE 268th Street through Jenkins Creek Park. This project will replace the pedestrian bridge that was washed out from a storm and once again connect neighborhoods to Jenkins Creek Elementary as well as provide ADA and bike access to and from the downtown core.



Agenda Item 1
Covington City Council Meeting
Date: June 9, 2015

SUBJECT: CONSIDER APPOINTMENTS TO OPENINGS ON THE ARTS COMMISSION

RECOMMENDED BY: Pat Patterson, Recreation Manager
Scott Thomas, Parks & Recreation Director

ATTACHMENTS: Applications provided separately.

PREPARED BY: Joan Michaud, Senior Deputy City Clerk

EXPLANATION: Three position terms on the Arts Commission are due to expire on May 31, 2015 (Position Nos. 5, 6, and 7). Position No. 1 is currently vacant. The City has received three applications from the three incumbents in these positions. Extensive advertisement for the Arts Commission has been ongoing. No other applications have been received.

The Subcommittee for Arts Commission Interviews met on Tuesday, May 26, at 6:00 p.m. and interviewed Ed White (currently holds Position No. 5 and Vice Chair), Lesli Cohan (currently holds Position No. 7 and Chair), and Gini Cook (currently holds Position No. 6). All three applicants continue to live inside of Covington city limits.

NOTE: Ordinance No. 11-10. *Membership, terms, residence requirements:* “The Arts Commission shall consist of seven members appointed by the City Council, two of which may be youth members who must be between the ages of 14 and 18 at the start of their terms. Up to two of the members may reside outside the City, but those outside must reside within a three-mile radius of the City limits. The remaining five members must work or reside within the City limits.”

ALTERNATIVES:

1. Not appoint at this time and direct staff to continue to advertise for additional applicants to be considered for the May 31, 2015 expiring terms and vacant position.

CITY COUNCIL ACTION: ___ Ordinance ___ Resolution X Motion ___ Other

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill Position No. 5 on the Arts Commission with a term expiring May 31, 2018.

Councilmember _____ moves, Councilmember _____ seconds, to appoint _____ to fill Position No. 6 on the Arts Commission with a term expiring May 31, 2018.

**Councilmember _____ moves, Councilmember _____
seconds, to appoint _____ to fill Position No. 7 on the Arts
Commission with a term expiring May 31, 2018.**

REVIEWED BY: Recreation Manager
Parks & Recreation Director
City Clerk/Executive Assistant
City Manager

SUBJECT: CONSIDER PUBLIC ART FUNDRAISING PLAN

RECOMMENDED BY: Pat Patterson, Recreation Manager

ATTACHMENT(S):

1. Resolution 03-164
2. Public Art Fundraising Plan (Including Exhibit 1)

PREPARED BY: Pat Patterson, Recreation Manager

EXPLANATION:

The purpose of this agenda bill is for the city council to review and approve the Covington Arts Commission's plan to support the city's existing public art fund and to prioritize art projects for funding, such as the purchase of SeaHorse and additional public art projects in the future.

Over the past three years the arts commission has worked under the council's guidance to culminate the city's art plan and make public art in the city a reality. To this end, the arts commission is recommending a Public Art Fundraising Plan, included as Attachment 2 hereto, to lay the groundwork to begin promoting financial support of public art from local businesses and the public. The proposed Public Art Fundraising Plan also includes the commission's recommended Art Project Priority List.

Background

Art inspires and enriches the lives and broadens the perspectives of our society. The arts commission pursues its public charge to develop a thriving arts environment, which is essential to an "Unmatched Quality of Life", education, and the economic vitality for all of Covington. The Covington Arts Commission is committed to promoting the social, physical, emotional, aesthetic and economic benefits of a vibrant arts scene in our city.

As part of their 2011 work program the arts commission focused on public art. During their research on this topic they discovered that in 2003 the city council adopted resolution 03-164 providing the newly formed arts commission and staff guidance on management of the city's public art collection. In passing resolution 03-164 the city council adopted the Covington Public Art Policy and Gift Acceptance Policy.

At the 2013 joint meeting, the arts commission presented public art funding options and potential future art project possibilities as a basis for the discussion. As part of their 2014 budget, council approved one-time funding in the amount of \$4,000 to commission a public art project at the Covington Aquatic Center, including design and installation of an artwork anchoring system, and temporary artwork lease and installation.

At the 2014 joint meeting, the commission presented council with their recommendation for the city's first public art installation. The council directed the commission to establish an art

fundraising plan. As part of their 2015 budget, council approved ongoing funding in the amount of \$3,500 to support public art in the city.

ALTERNATIVES:

1. Direct the arts commission to do further research and return at a later date with an updated recommendation.
2. Accept individual pieces of the public art fund raising plan and art project priority list.
3. Reject the recommendations of the arts commission and proceed no further.

FISCAL IMPACT:

The fiscal impact of the arts commission's recommendation will be positive with a goal to raise \$12,000 for the initial public art project.

CITY COUNCIL ACTION: ___Ordinance ___Resolution X Motion ___Other

Council member _____ moves, Council member _____ seconds, to approve the Public Art Fundraising Plan and the Art Project Priority List, attached hereto and as recommended by the Arts Commission.

REVIEWED BY: City Manager; City Attorney, Finance Director, Parks and Recreation Director

RESOLUTION NO. 03/164

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF COVINGTON, KING COUNTY, WASHINGTON, ESTABLISHING A POLICY FOR THE DISPLAY AND MANAGEMENT OF ARTWORK IN PUBLIC AREAS.

WHEREAS, the City of Covington recognizes the benefits of beautification of its public areas; and

WHEREAS, public art adds to the enhancement of the quality of life of Covington residents, attracts tourism and provides incentives to businesses to locate in the City; and

WHEREAS, public art plays an important role in civic revitalization and neighborhood development; and

WHEREAS, public art helps define a community's past and present through works of art that define the history and goals of the people who reside there; and

WHEREAS, the City Council wants to provide the opportunity for the display and management of public art displays; now therefore

BE IT RESOLVED by the City Council of the City of Covington, King County, Washington, as follows:

Section 1. The Covington City Council hereby adopts the Public Art Policy attached hereto as Exhibit "A" and Gift Acceptance Policy attached hereto as Exhibit "B".

PASSED in open and regular session on this 13th day of May, 2003.

Pat Sullivan
MAYOR PAT SULLIVAN

Attested:
Jackie Cronk
Jackie Cronk, City Clerk

APPROVED AS TO FORM:
Duncan C. Wilson
Duncan C. Wilson, City Attorney

EXHIBIT A PUBLIC ART POLICY

1.0 Purpose

- 1.1 The purpose of the Public Art Policy is to establish a structure to provide legal and ethical guidance for the management of Covington's public art collection.

2.0 Structure

2.1 City Council

- A. The City Council of the City of Covington shall act on all public art proposals forwarded by the Arts Commission for consideration as an "addition to" or "removal from" the City's public art collection

2.2 Arts Commission

- A. The Arts Commission will oversee the development and implementation of a Public Art Program and forward recommendations to the City Council on all elements of the program, including: Development of new public arts projects, project funding, gifts of public art, maintenance of public art inventory and removal of public art for the purpose of maintaining diversity in style, scale, media, and materials of the City's public art collection.
- B. The Chair of the Arts Commission shall make regular reports to the City Council.

2.3 Parks Department

- A. The Parks Director or designee will coordinate all elements of the Public Art Program including, but not limited to: Planning for specific artwork projects, developing procedures for accepting gifts of public art, making recommendations on allocation of funds, selection procedures and guidelines for each public art project, promotion of art projects or displays and maintenance of art.
- B. An annual review and inventory of the status of the City's art collection shall be done by the Parks Department staff. A report will be submitted to the Arts Commission and the City Council regarding the condition of the collection.

3.0 Elements of the Public Arts Program

3.1 Public Art Projects

- A. Integrated Public Art – Capital improvement projects that integrate the work of artists into the planning, design and construction of city owned facilities, buildings and public spaces.
 - 1. During the City’s annual budget process, City departments, planning capital projects for the coming year, shall submit a list of those projects to the Parks Director.
 - 2. The Parks Director, working with the Arts Commission will forward recommendations to City Council for consideration for budget appropriations.
 - 3. Recommended Integrated Public Art Projects, forwarded to Council, shall have a budget attached of 1% of the total estimated construction cost of the project.
 - 4. Only projects that can reasonably include a public art element, such as buildings (new or remodeled), street projects, park improvements, and above ground utility projects shall be forwarded to Council for consideration of an Integrated Public Art Project.
 - 5. Once approved, all capital projects with an Integrated Public Art Element may include an artist in the planning, design and construction of the project.

3.2 Non-Integrated Public Art – Stand alone pieces, which may or may not be part of a capital improvement project. Examples of stand-alone pieces may include sculpture or two-dimensional art such as paintings.

- A. During the City’s annual budget process, the Arts Commission may forward Public Art projects, that may be placed generally in public places throughout the City, to Council for consideration of budget appropriations.

3.3 Placement of Public Art

- A. Works of art may be attached or detached within or about any municipally owned, leased, or rented property. Said works of art may be either temporary or permanent. Projects may be developed to respond to a specific site or building location or purchased to circulate among various sites or facilities.
- B. Placement of works of art shall be authorized by the City Council upon review and recommendation of the Arts Commission and any other board or commission that may have code authority.
- C. The City reserves the right to determine if and when relocation of a work of art will or should be made.

3.4 Call for Artists

- A. At the discretion of the Parks Director, a Call for Artists to provide artwork proposals shall be undertaken.
- B. The Arts Commission shall determine the artist eligibility requirements.
- C. The Arts Commission shall choose the method by which the selection of an artist's proposal will be done from one of the following three options:
 - 1. **Open Competition:** A wide circulation calling for proposals from artists.
 - 2. **Invitational or Limited Competition:** A two-step process requiring a submittal of material documenting past work from a wide range of artists. Following initial review, a small number of artists, typically 3 to 5, will be selected to submit proposals of which one may be chosen.
 - 3. **Direct Selection:** A wide range of artists submit material documenting past work from which one may be selected to provide a *final proposal*.
- D. The Arts Commission has the right to make no selection if, in its opinion, there is insufficient merit in the submission.
- E. The City Council shall make all final decisions regarding approval of artist's proposal.
- F. Upon approval by the City Council, a contract will be executed between the artist and the City fully describing, the artist's services regarding the development, purchase, installation and maintenance requirements of an artwork.

3.5 Public Arts Funding

- A. A Public Art Fund shall be established as a reserve to fund the Public Art Program and ongoing maintenance concerns of the City's public art collection. Public Art Program funds may accumulate, in any of the following or other ways:
 - 1. Private donations
 - 2. Endowment donations
 - 3. Arts grants
 - 4. City General Fund contributions
 - 5. Other budget appropriations approved during the annual budget for use on Public Art project proposals.

B. Integrated Capital Projects Contribution

1. Integrated Capital Projects, approved by Council, shall be funded with an amount equal to 1% of the estimated construction cost of the approved project.
2. Funds approved by Council for use on Integrated Public Art Projects shall be transferred into the Public Art Fund as soon as the funds are available.

- C. The Public Art Fund may be used to pay for any or all aspects of a Public Arts Project, including but not limited to, costs associated with call for artists, art proposals, arts programs, events, development of an art piece, construction landscaping, direct administrative costs and maintenance costs as approved by City Council.

3.6 Public Art Gifts

A. Public Art Donation

1. The Arts Commission shall review all proposed gifts of artwork that are donated, loaned, devised, or bequeathed, with or without restriction, to the City of Covington, including actual artwork, property for placement of artwork, or funds for the acquisition of artwork. The Arts Commission will evaluate the suitability of proposed gifts and make recommendations to accept or decline the artwork to the City Council.
2. If accepted by City Council, a Gift Acceptance Agreement outlining the specific conditions of acceptance shall be entered into between the donator and the City.

B. Money for Art Donation

1. Money donated for Public Art projects shall be identified and placed in the Public Art Fund. Projects funded from money donated for public art will follow the steps outlined in sections 3.4 and 3.5.

C. Loan of Art

1. The Arts Commission shall make recommendations to the City Council for acceptance of all art proposed for loan to the City of Covington.
2. Loaned artwork shall not be covered under the City's insurance plan.

D. Art Acceptance

1. All public art gifts, donations or loans of artwork shall be approved by the City Council.

3.7 Maintenance of Public Arts Collection

A. Routine Maintenance of Collection

1. The appropriate method of routine maintenance, as recommended by the original artist for each work of art, should be budgeted for on an annual basis.

B. Repairs and Restorations

1. The City reserves the right to determine if and when repairs and restorations to a work of art will or should be made.
2. To the extent practical, the original artist shall be consulted regarding the aesthetics of all repairs and restorations and given the opportunity to make or personally supervise significant repairs and restorations.
3. An annual review of the status of the City's art collection shall be done by Parks Department staff. A report, including the inventory will be submitted to the Arts Commission and the City Council regarding the condition of the collection.

3.8 Control of Public Arts Collection

- A. The City does not wish the art displayed pursuant to these rules to create a "public forum" and, therefore, reserves the right to control the art displayed on all City premises. The City reserves the right to deny display of art or to remove art displayed if, in the sole discretion of the City's Park Director, said art depicts:

1. violent images
2. sexually graphic images
3. nudity
4. religious symbols or desecration of same
5. imagery which may be inappropriate to maintain in or upon public property.
6. Ethnic hatred.

EXHIBIT B GIFT ACCEPTANCE POLICY

1.0 Purpose

- 1.1 The purpose of the Gift Acceptance Policy is to establish a structure for the acceptance of gifts and contributions for the Public Art Program.

2.0 Structure

2.1 Gifts of Art

- A. Gifts of art work will be judged by the same standards of selection as those applied to the purchase of new materials. The City of Covington reserves the right to accept or decline gifts. There are various reasons why an item might not be accepted. Some of those reasons include: It may be an item of which the City already has a sufficient number; it may not be suitable; it is interesting but not of sufficient value to add to the Public Art Program; it is prohibitive to store and/or maintain; and/or it is in poor condition. The City of Covington accepts art work as gifts with the understanding that those works useful to the public art collection will be retained. Final decision on acceptance rests with the Arts Commission and City Council.

2.2 Gifts – Of Real Property and Cash Contributions

- A. The City welcomes cash contributions and gifts of real property. Monetary contributions are placed in the Public Art Fund. The City expends cash gifts on materials, equipment, or projects, as defined in the Public Art Policy.

2.3 Recognition of Gifts

- A. Donor plates are placed in/on art work, if possible, unless otherwise specified. Donors are provided with a letter for tax purposes.

2.4 Use of Gifts

- A. Gifts are accepted with the understanding that it may someday be necessary to sell or dispose of them in the best interest of the City. The City cannot commit to perpetually housing or retaining a gift. The gift will be disposed of in whatever manner the Parks Director and Arts Commission deem best.

2.5 Income Tax Statements

- A. The City cannot appraise the value of any gift. The city will, however, issue the donor a letter acknowledging the gift. Gifts to the City as a governmental unit are tax deductible; however, the donor will be responsible for securing an appraisal if one is desired.

2.6 Restriction

- A. No gift can be accepted unless it is given to the City without restrictions or unless the City Council has specifically adopted an agreement to do so otherwise. Gifts are accepted only if in the opinions of the Parks Director, Arts Commission and City Council, they are in the best interests of the City. A Gift Agreement Form must be signed by the donor and approved by the City for both unrestricted and restricted gifts.

Public Art Fundraising Plan

- A. Promote ongoing funding and contributions to the Covington Public Art Fund
- B. Establish an Art Project Priority List (Exhibit #1)
- C. Use and maintain the arts web page on the city's website to:
 - 1. Describe the Covington Public Art Fund
 - 2. Describe how to donate to the Covington Public Art Fund
 - 3. Provide a priority list of projects to be funded by the Covington Public Art Fund
 - 4. Describe the current art project
- D. Foster collaboration with large businesses and developers. Focus on regional service providers and businesses for contributions - including but not limited to MultiCare, Valley Medical Center, and medical practitioners, Republic Services, Comcast and Puget Sound Energy. Seek council members support for engaging with these companies and developers for partnership and support of Covington's public art program.
- E. Provide fundraising awareness for public art at community events and locations.
- F. Recognize significant donors through a tiered level contributions program.
- G. Encourage third-party fundraising efforts in support of site-specific art installations. For example, in the case of the initial art project, the Covington Aquatic Center might offer special monthly swims, a name the SeaHorse contest, pictures with the SeaHorse, etc.

Art Project Priority List

Art Fund Priority	Covington Art Project Title	Project Value
1	SeaHorse - Art Purchase	\$12,000
2	Public Art (future) - Art Purchase	TBD
3	Gerry Crick Skate Park - Art Purchase (Supplement)	\$1,500
4	Covington Aquatic Center Plaza - Community Art Tile Project	TBD
5	Revolving Art Exhibit - Outdoor Plinth Array for Art Contest	\$1,000
6	City Infrastructure Art Elements - Theme Development	TBD
7	Covington Community Park Roundabout - Art Purchase	TBD

SUBJECT: CONSIDER AWARDING THE CONSTRUCTION CONTRACT FOR THE JENKINS CREEK PARK PEDESTRIAN AND ADA IMPROVEMENTS PROJECT (CIP 1014) AND AUTHORIZING THE EXECUTION OF A TASK ORDER FOR CONSTRUCTION MANAGEMENT SUPPORT.

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Gray & Osborne’s bid evaluation and award recommendation
2. Independent Consultant Estimate for CIP 1014 Construction Management (CM)
3. Amendment No 2 - Gray & Osborne CM Services

PREPARED BY: Robert Lindskov, City Engineer

EXPLANATION:

On May 8th, the City advertised a call for bids for the Jenkins Creek Park Pedestrian and ADA Improvements Project. Bid opening for the project occurred on May 27th.

This pedestrian and ADA improvement project was originally programmed to be fully funded through the Community Development Block Grant (CDBG) program of the US Department of Housing and Urban Development. During early stages of design it was discovered that incorporating the scheduled and programmed Stormwater Management (SWM) project, “Timberlane Drainage Site LID #5”, would save time and money. For example, having one wetland mitigation plan that addressed both projects and all impacts versus two projects that may have destroyed what was mitigated from the previous project. To address this, the project was broken into Schedule A and Schedule B knowing that portions could be identified as benefitting both the park trail and the SWM infrastructure.

The Schedule A component would restore and enhance the existing trail system within Jenkins Creek Park, re-open the pedestrian connections to Jenkins Creek Elementary School, the Home Depot commercial area, and the downtown area. The primary goals of this schedule were to remove the architectural barriers for seniors, handicapped, and students.

The Schedule B component would replace aging pipe and provide a new discharge structure at the stormwater conveyance system’s outfall. The primary goals of this schedule were to reduce erosion and channel incision by relocating the outfall.

An Alternative Schedule A-1 component was designed and included in the bid process in case bids were favorable. The hope was to develop a 250 LF paved trail between the east end of the Park and 186th Avenue SE across the Timberlane’s HOA easement. This was to be awarded at the City’s discretion. Because of high bids, it is staff’s recommendation that this portion be postponed.

The call for bids specifically reserves the City of Covington the right to award the project to the lowest responsive, responsible bidder for Schedule A plus Schedule B. The bids ranged from \$602,066.89 to \$775,453.85 for the sum of Schedules A and B. The low bid is approximately 33 percent higher than the Engineer’s Estimate. The majority of the differences in cost are within the Schedule A items. These include mobilization, clearing, demolition, excavation, crushed rock, and asphalt. Three of the four bids are within 10 percent of each other, so the City appears to have received a competitive bid.

Bidder	Schedules A + B
Engineer’s Estimate	\$453,859.30
1. WHH Nisqually Federal Services, LLC	\$602,006.89
2. CCT Construction, Inc.	\$606,692.50
3. R.W. Scott Construction Company	\$651,205.27
4. Westwater Construction Company	\$775,453.85

The pre-bid meeting on May 20th may have given us insight into the higher than expected bids. Participants expressed concerns about the following:

- Heavy vehicle access between Jenkins Creek and Spring Pond
- Staging area for equipment and materials
- Limited fish window that required an accelerated schedule
- Bridge delivery

In original estimates we leaned heavily on the CDBG grant covering the majority of costs, while our stormwater and parks maintenance programs reaped considerable gain. The original CDBG grant was intended to fund a minimum 5-foot wide pedestrian trail with two 1-foot wide gravel shoulders. The City desired to widen the trail to a 10 foot wide paved trail with two 1-foot wide gravel shoulders and widen the bridges in order to make the trail accessible for vehicles. The footprint of the at grade trail improvements widened from 7 feet to 12 feet, or 42%, in order to allow for parks and stormwater vehicles to service the park. In addition, the asphalt quantities increased by 50%, the Jenkins Creek Bridge widened by 58%, and the Spring Pond Bridge widened by 38% to accommodate these maintenance vehicles.

Applying these percentages proportionately to determine the benefit to SWM, staff has determined that an additional \$225,256 of SWM funding be added to Schedule A of the Jenkins Creek Park Pedestrian Project. The total SWM allocation for Schedules A and B will be \$319,863. This accounts for a proportional construction share near 50%. Staff believes this is equitable and remains in line with SWM maintenance needs. Not only will the improvements allow for access to the newly installed SWM infrastructure but will allow access to maintain current critical areas as well as future SWM infrastructure.

Although the bids are higher than the engineer’s estimate, taking into consideration the concerns expressed by the contractors along with the close bids, we recommend awarding the project to WHH Nisqually.

ALTERNATIVES:

1. Delay award until the June 30th council meeting. Current schedule has us completing and closing the project on October 30th. The King County Contract is scheduled to expire on November 15th. Delaying the award would reduce the fish window even more and likely impact the contractor's critical path.
2. Reject all bids and re-advertise. This would significantly delay the project and would most likely delay construction until next year. Identifying staging areas may bring down total bid prices.

FISCAL IMPACT:

This project is fully funded as part of Community Development Block Grant (CDBG) in combination with the City's Stormwater Management program. The following breakdown will show how the completion of the project will most likely occur.

Revenue:

• CDBG Construction Funds	<u>\$314,145</u>
Total Revenue	\$314,145

SWM Funds:

• Proportional SWM Funds Allocated for Schedule A	\$225,256
• SWM Funds Allocated for Schedule B	\$94,607
• SWM Funds Allocated for Consultant CM	<u>\$16,365</u>
Total SWM Funds	\$336,228

Total Revenue **\$650,373**

Expenditures/Budget:

• Construction Contract Costs Schedule A	\$507,400
• Construction Contract Costs Schedule B	\$94,607
• Construction Management Consultant Costs (CDBG)	\$16,365
• Construction Management Consultant Costs (SWM)	<u>\$16,365</u>
Total Costs	\$634,737

Remaining Budget (Contingency) **\$15,636**

Therefore, funds are budgeted to cover the costs of the project. The above estimates leave a balance of \$15,636 that can be used for contingency. Typically a 10% contingency cost is budgeted in order to cover unforeseen issues/costs associated with more complex and variable construction. However, our intent is to remain diligent in our quantities and keep this project entirely funded through the CDBG grant and SWM program as budgeted above.

In addition, we are requesting authorization for the City Manager to execute a task order with our on-call consultant, Gray & Osborne, for Construction Management (CM) for this project, not to exceed \$32,730 (Attachment 3). The costs for the CM have been included in the overall budget identified above.

CITY COUNCIL ACTION: Ordinance Resolution X Motion Other

Council member _____ moves, Council member _____ seconds, to award the bid of the Jenkins Creek Park Pedestrian and ADA Improvement Project to WHH Nisqually Federal Services, LLC in the amount of \$602,006.89.

Council member _____ moves, Council member _____ seconds, to authorize the City Manager to execute a task order with the city's on-call consultant, Gray & Osborne, for Construction Management not to exceed \$32,730.

REVIEWED BY: City Manager, Finance Director, City Attorney



June 4, 2015

Mr. Bob Lindskov, P.E.
City Engineer
City of Covington
16720 SE 271st Street, Suite 100
Covington, Washington 98042

SUBJECT: REVIEW OF BIDS – REVISED, JENKINS CREEK PARK
PEDESTRIAN AND ADA IMPROVEMENTS
CITY OF COVINGTON, KING COUNTY, WASHINGTON
G&O #14528.00

Dear Mr. Lindskov:

This letter corrects an error in the table on page 2 that was in our original review of bids letter dated May 28, 2015. The correction is italicized in the table.

On May 27, 2015, the City of Covington received four bids for the Jenkins Creek Park Pedestrian and ADA Improvements project. There are three schedules of work in the project. Schedule A includes the trail construction within the park, Schedule B includes storm improvements, and Alternative Schedule A-1 includes trail construction outside the park. Schedule A-1 may or may not be awarded at the City's option. The City may award the project based on the sum of Schedules A plus B or based on the sum of all schedules as best suits the needs of the City.

The bids ranged from \$637,461.89 to \$817,353.85 for the sum of all three schedules of work. The Engineer's Estimate for all three schedules was \$482,734.30. The low bid is approximately 32 percent higher than the Engineer's Estimate. The majority of the differences in cost are within the Schedule A items including mobilization, clearing, demolition, excavation, crushed rock, and asphalt. However, three of the four bids are within 10 percent of each other, so the City appears to have received a competitive bid.

Each proposal was checked for correctness of extensions of the prices per unit and the total price. One correction was made to CCT Construction, Inc.'s bid due to an error in their summation for the total cost of Schedule A. This correction changed the position of the low bidder from CCT Construction, Inc. to WHH Nisqually Federal Services, LLC. Note that WHH Nisqually Federal Services is the low bidder for the sum of Schedules A plus B and also for the sum of all schedules. We have provided a bid summary with this



Mr. Bob Lindskov, P.E.
 June 4, 2015
 Page 2

letter. The bidders and their respective bid amounts, including sales tax where applicable, are as follows:

Bidder	Schedules A + B	Schedules A + B + A-1
Engineer's Estimate	\$453,859.30	\$482,734.30
1. WHH Nisqually Federal Services, LLC (Tacoma, WA)	\$602,006.89	\$637,461.89
2. CCT Construction, Inc. (Bonney Lake, WA)	\$606,692.50	\$652,337.50
3. R.W. Scott Construction Company (Auburn, WA)	\$651,205.27	\$696,780.27
4. Westwater Construction Company (Renton, WA)	\$775,453.85	\$817,353.85

The low responsive bidder, WHH Nisqually Federal Services, LLC of Tacoma, Washington, is currently a Washington State registered and licensed contractor and appears to have the relevant qualifications and experience to successfully perform the work the project will require. To our knowledge, the low bidder has not claimed bid error and no formal bidding protests have been recorded. In accordance with RCW 39.04, we have verified the low bidder, WHH Nisqually Federal Services, LLC of Tacoma, Washington, has met the responsibility criteria.

Based on our evaluation, we recommend that the project be awarded to the lowest responsive, responsible bidder, WHH Nisqually Federal Services, LLC of 950 Pacific Avenue, Suite 620, Tacoma, Washington 98402; pending King County CDBG approval.

Please contact us if you have any questions and/or require additional information.

Sincerely,

GRAY & OSBORNE, INC.



Tani Stafford, P.E.

TLS/hhj
 Encl.

cc: Mr. Eric Jensen, Project Manager, King County CDBG

BIDDER		ENGINEER'S ESTIMATE			WHH NISQUALLY FEDERAL SERVICES, LLC		CCT CONSTRUCTION, INC.		R.W. SCOTT CONSTRUCTION CO.		WESTWATER CONSTRUCTION CO.	
BIDDER ADDRESS					950 Pacific Avenue, Suite 620 Tacoma, WA 98402 212, 407-00		22308 SR 400 East Bonney Lake, WA 98391 203, 776-00		4005 West Valley Highway N. Auburn, WA 98001 325, 526-00		P.O. Box 59237 Renton, WA 98055 559, 997-00	
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.					WHHNIN896K6		CCTCOC1902P2		RWSCOC*229MU		WESTWCC110KD	
WASHINGTON STATE CONTRACTOR'S REG. NUMBER					5% BID BOND		5% BID BOND		5% BID BOND		5% BID BOND	
BID BOND OR OTHER GOOD FAITH TOKEN												
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
SCHEDULE A: PARK TRAIL												
1	SPCC Plan	1 LS	\$500.00	\$500.00	\$5,000.00	\$5,000.00	\$1,500.00	\$1,500.00	\$3,200.00	\$3,200.00	\$1,000.00	\$1,000.00
2	Minor Changes	1 CALC	\$5,000.00	\$5,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00	\$10,000.00
3	Mobilization, Cleanup and Demobilization	1 LS	\$26,000.00	\$26,000.00	\$51,000.00	\$51,000.00	\$45,000.00	\$45,000.00	\$67,300.00	\$67,300.00	\$70,000.00	\$70,000.00
4	Project Temporary Traffic Control	1 LS	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$4,000.00	\$4,000.00	\$20,000.00	\$20,000.00
5	Clearing and Grubbing	1 LS	\$13,000.00	\$13,000.00	\$25,500.00	\$25,500.00	\$28,000.00	\$28,000.00	\$63,000.00	\$63,000.00	\$35,000.00	\$35,000.00
6	Removal of Structure and Obstruction	1 LS	\$12,000.00	\$12,000.00	\$20,000.00	\$20,000.00	\$16,000.00	\$16,000.00	\$14,500.00	\$14,500.00	\$40,000.00	\$40,000.00
7	Excavation, Backfill, Compaction and Grading for Trail, Incl. Haul	525 CY	\$24.00	\$12,600.00	\$50.00	\$26,250.00	\$20.00	\$10,500.00	\$50.00	\$26,250.00	\$70.00	\$36,750.00
8	Locate Existing Utilities	1 LS	\$500.00	\$500.00	\$700.00	\$700.00	\$1,000.00	\$1,000.00	\$1,500.00	\$1,500.00	\$2,500.00	\$2,500.00
9	Gravel Backfill for Walls	145 TN	\$25.00	\$3,625.00	\$25.00	\$3,625.00	\$60.00	\$8,700.00	\$65.00	\$9,425.00	\$25.00	\$3,625.00
10	Crushed Surfacing Base Course	535 TN	\$31.00	\$16,585.00	\$62.00	\$33,170.00	\$55.00	\$29,425.00	\$60.00	\$32,100.00	\$50.00	\$26,750.00
11	Commercial HMA	137 TN	\$114.00	\$15,618.00	\$190.00	\$26,030.00	\$180.00	\$24,660.00	\$240.00	\$32,880.00	\$200.00	\$27,400.00
12	Compaction Price Adjustment	1 CALC	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
13	Conc. Class 4000	37 CY	\$450.00	\$16,650.00	\$1,000.00	\$37,000.00	\$900.00	\$33,300.00	\$500.00	\$18,500.00	\$2,250.00	\$83,250.00
14	St. Reinf. Bar	2,400 LB	\$1.25	\$3,000.00	\$2.30	\$5,520.00	\$1.50	\$3,600.00	\$3.50	\$8,400.00	\$1.00	\$2,400.00
15	Jenkins Creek Bridge, 62.5' x 12', Incl. Installation	1 EA	\$130,000.00	\$130,000.00	\$134,000.00	\$134,000.00	\$120,000.00	\$120,000.00	\$108,000.00	\$108,000.00	\$145,000.00	\$145,000.00
16	Spring Pond Bridge, 28.5' x 8', Incl. Installation	1 EA	\$46,000.00	\$46,000.00	\$54,000.00	\$54,000.00	\$58,000.00	\$58,000.00	\$38,000.00	\$38,000.00	\$75,000.00	\$75,000.00
17	CPEP Underdrain Pipe, 6 In. Diam. (Incl. Bedding)	60 LF	\$25.00	\$1,500.00	\$25.00	\$1,500.00	\$45.00	\$2,700.00	\$75.00	\$4,500.00	\$55.00	\$3,300.00
18	CPEP Storm Pipe, 12 In. Diam. (Incl. Bedding)	20 LF	\$35.00	\$700.00	\$55.00	\$1,100.00	\$45.00	\$900.00	\$80.00	\$1,600.00	\$215.00	\$4,300.00
19	Concrete Inlet	1 EA	\$900.00	\$900.00	\$1,200.00	\$1,200.00	\$1,800.00	\$1,800.00	\$1,300.00	\$1,300.00	\$700.00	\$700.00
20	Adjust Manhole	1 EA	\$400.00	\$400.00	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$600.00	\$600.00	\$500.00	\$500.00
21	Erosion/Water Pollution Control	1 LS	\$6,000.00	\$6,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$5,000.00	\$8,500.00	\$8,500.00	\$15,000.00	\$15,000.00
22	Topsoil, Type A	245 CY	\$40.00	\$9,800.00	\$59.00	\$14,455.00	\$70.00	\$17,150.00	\$62.00	\$15,190.00	\$50.00	\$12,250.00
23	Tilling	9 HR	\$75.00	\$675.00	\$235.00	\$2,115.00	\$200.00	\$1,800.00	\$150.00	\$1,350.00	\$100.00	\$900.00
24	Wood Strand Mulch	165 CY	\$50.00	\$8,250.00	\$59.00	\$9,735.00	\$70.00	\$11,550.00	\$66.00	\$10,890.00	\$50.00	\$8,250.00
25	Soil Amendments	110 CY	\$48.00	\$5,280.00	\$37.00	\$4,070.00	\$70.00	\$7,700.00	\$68.00	\$7,480.00	\$50.00	\$5,500.00
26	PSIPE Plantings	1 LS	\$22,350.00	\$22,350.00	\$16,500.00	\$16,500.00	\$50,000.00	\$50,000.00	\$30,650.00	\$30,650.00	\$20,000.00	\$20,000.00
27	Placement of On-Site Woody Debris	10 EA	\$250.00	\$2,500.00	\$800.00	\$8,000.00	\$2,000.00	\$20,000.00	\$1,000.00	\$10,000.00	\$500.00	\$5,000.00
28	Chain Link Fence Mod Type 6, w/Vinyl	120 LF	\$35.00	\$4,200.00	\$17.00	\$2,040.00	\$45.00	\$5,400.00	\$20.00	\$2,400.00	\$50.00	\$6,000.00

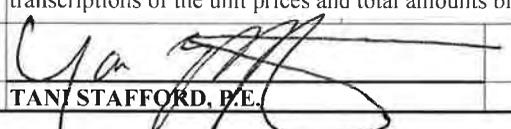
DATE: 5/2015
DRAWN: SC
CHECKED: TS
APPROVED: TS

CITY OF COVINGTON, WASHINGTON
JENKINS CREEK PARK PEDESTRIAN AND ADA IMPRS.
G&O #14528

GRAY & OSBORNE
CONSULTING ENGINEERS
SEATTLE, OLYMPIA, YAKIMA, VANCOUVER & ARLINGTON, WASHINGTON

BIDDER				ENGINEER'S ESTIMATE		WHH NISQUALLY FEDERAL SERVICES, LLC		CCT CONSTRUCTION, INC.		R.W. SCOTT CONSTRUCTION CO.		WESTWATER CONSTRUCTION CO.	
29	Remove and Relocate Fence	30	LF	\$25.00	\$750.00	\$43.00	\$1,290.00	\$30.00	\$900.00	\$50.00	\$1,500.00	\$80.00	\$2,400.00
30	Steel Bollard, Type 1	2	EA	\$450.00	\$900.00	\$750.00	\$1,500.00	\$900.00	\$1,800.00	\$1,200.00	\$2,400.00	\$800.00	\$1,600.00
31	Quarry Spalls	10	TN	\$40.00	\$400.00	\$120.00	\$1,200.00	\$100.00	\$1,000.00	\$100.00	\$1,000.00	\$25.00	\$250.00
32	Permanent Signing	1	LS	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$3,500.00	\$3,500.00
33	Rock Wall	50	SF	\$30.00	\$1,500.00	\$52.00	\$2,600.00	\$50.00	\$2,500.00	\$60.00	\$3,000.00	\$50.00	\$2,500.00
34	Project Sign	1	EA	\$500.00	\$500.00	\$800.00	\$800.00	\$1,000.00	\$1,000.00	\$750.00	\$750.00	\$600.00	\$600.00
Subtotal, Schedule A:					\$370,183.00		\$507,400.00		\$523,885.00		\$542,665.00		\$671,225.00
Sales Tax @ 0% (Per W.S. Revenue Rule No. 171)					\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
TOTAL CONSTRUCTION COST, SCHEDULE A					\$370,183.00		\$507,400.00		\$523,885.00		\$542,665.00		\$671,225.00

BIDDER		ENGINEER'S ESTIMATE		WHH NISQUALLY FEDERAL SERVICES, LLC		CCT CONSTRUCTION, INC.		R.W. SCOTT CONSTRUCTION CO.		WESTWATER CONSTRUCTION CO.			
SCHEDULE B: STORM IMPROVEMENTS													
100	Excavation, Backfill, Compaction and Grading for Trail. Incl. Haul	80	CY	\$25.00	\$2,000.00	\$35.00	\$2,800.00	\$25.00	\$2,000.00	\$60.00	\$4,800.00	\$70.00	\$5,600.00
101	Storm Sewer Pipe, 36 In. Diam. (Incl. Bedding)	395	LF	\$120.00	\$47,400.00	\$157.00	\$62,015.00	\$125.00	\$49,375.00	\$156.00	\$61,620.00	\$175.00	\$69,125.00
102	Catch Basin, Type 2, 36 In. Diam.	1	EA	\$8,000.00	\$8,000.00	\$6,100.00	\$6,100.00	\$6,000.00	\$6,000.00	\$8,500.00	\$8,500.00	\$5,000.00	\$5,000.00
103	Catch Basin, Type 2, 60 In. Diam. w/Overflow	1	EA	\$9,000.00	\$9,000.00	\$6,400.00	\$6,400.00	\$7,000.00	\$7,000.00	\$9,500.00	\$9,500.00	\$6,000.00	\$6,000.00
104	Abandon Existing Manhole/Type 2 Catch Basin	1	EA	\$600.00	\$600.00	\$700.00	\$700.00	\$1,500.00	\$1,500.00	\$1,250.00	\$1,250.00	\$1,500.00	\$1,500.00
105	Trench Excavation Safety Systems	1	LS	\$1,500.00	\$1,500.00	\$6,000.00	\$6,000.00	\$4,000.00	\$4,000.00	\$7,500.00	\$7,500.00	\$1,500.00	\$1,500.00
106	Bank Run Gravel for Trench Backfill	25	TN	\$22.00	\$550.00	\$14.00	\$350.00	\$35.00	\$875.00	\$1.00	\$25.00	\$25.00	\$625.00
107	Erosion/Water Pollution Control	1	LS	\$6,000.00	\$6,000.00	\$500.00	\$500.00	\$1,500.00	\$1,500.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00
108	Quarry Spalls	25	TN	\$40.00	\$1,000.00	\$70.00	\$1,750.00	\$80.00	\$2,000.00	\$90.00	\$2,250.00	\$25.00	\$625.00
109	Project Documentation	1	LS	\$1,000.00	\$1,000.00	\$500.00	\$500.00	\$2,000.00	\$2,000.00	\$2,500.00	\$2,500.00	\$5,000.00	\$5,000.00
	Subtotal, Schedule B:				\$77,050.00		\$87,115.00		\$76,250.00		\$99,945.00		\$95,975.00
	Sales Tax @ 8.6%				\$6,626.30		\$7,491.89		\$6,557.50		\$8,595.27		\$8,253.85
	TOTAL CONSTRUCTION COST, SCHEDULE B				\$83,676.30		\$94,606.89		\$82,807.50		\$108,540.27		\$104,228.85

BIDDER		ENGINEER'S ESTIMATE		WHH NISQUALLY FEDERAL SERVICES, LLC		CCT CONSTRUCTION, INC.		R.W. SCOTT CONSTRUCTION CO.		WESTWATER CONSTRUCTION CO.			
ALTERNATIVE SCHEDULE A-1: TRACT B TRAIL													
200	Mobilization, Cleanup and Demobilization	1	LS	\$2,000.00	\$2,000.00	\$2,700.00	\$2,700.00	\$3,500.00	\$3,500.00	\$4,300.00	\$4,300.00	\$4,000.00	\$4,000.00
201	Clearing and Grubbing	1	LS	\$5,000.00	\$5,000.00	\$500.00	\$500.00	\$8,000.00	\$8,000.00	\$3,000.00	\$3,000.00	\$2,500.00	\$2,500.00
202	Removal of Structure and Obstruction	1	LS	\$1,500.00	\$1,500.00	\$500.00	\$500.00	\$3,500.00	\$3,500.00	\$2,750.00	\$2,750.00	\$1,000.00	\$1,000.00
203	Excavation, Backfill, Compaction and Grading for Trail, Incl. Haul	40	CY	\$30.00	\$1,200.00	\$60.00	\$2,400.00	\$28.00	\$1,120.00	\$60.00	\$2,400.00	\$70.00	\$2,800.00
204	Locate Existing Utilities	1	LS	\$200.00	\$200.00	\$175.00	\$175.00	\$500.00	\$500.00	\$1,500.00	\$1,500.00	\$1,000.00	\$1,000.00
205	Crushed Surfacing Base Course	115	TN	\$35.00	\$4,025.00	\$62.00	\$7,130.00	\$60.00	\$6,900.00	\$60.00	\$6,900.00	\$50.00	\$5,750.00
206	Commercial HMA	30	TN	\$120.00	\$3,600.00	\$190.00	\$5,700.00	\$150.00	\$4,500.00	\$250.00	\$7,500.00	\$175.00	\$5,250.00
207	CPEP Storm Pipe, 12 In. Diam. (Incl. Bedding)	85	LF	\$35.00	\$2,975.00	\$55.00	\$4,675.00	\$45.00	\$3,825.00	\$50.00	\$4,250.00	\$100.00	\$8,500.00
208	Concrete Inlet	1	EA	\$900.00	\$900.00	\$1,200.00	\$1,200.00	\$1,700.00	\$1,700.00	\$1,300.00	\$1,300.00	\$700.00	\$700.00
209	Adjust Manhole	3	EA	\$600.00	\$1,800.00	\$1,000.00	\$3,000.00	\$500.00	\$1,500.00	\$600.00	\$1,800.00	\$500.00	\$1,500.00
210	Erosion/Water Pollution Control	1	LS	\$300.00	\$300.00	\$500.00	\$500.00	\$4,500.00	\$4,500.00	\$1,500.00	\$1,500.00	\$500.00	\$500.00
211	Seeding, Fertilizing and Mulching	0.1	AC	\$5,000.00	\$500.00	\$8,000.00	\$800.00	\$7,500.00	\$750.00	\$18,000.00	\$1,800.00	\$10,000.00	\$1,000.00
212	Topsoil, Type A	15	CY	\$60.00	\$900.00	\$59.00	\$885.00	\$75.00	\$1,125.00	\$80.00	\$1,200.00	\$50.00	\$750.00
213	Wood Strand Mulch	15	CY	\$65.00	\$975.00	\$59.00	\$885.00	\$80.00	\$1,200.00	\$80.00	\$1,200.00	\$50.00	\$750.00
214	Steel Bollard	1	EA	\$450.00	\$450.00	\$750.00	\$750.00	\$900.00	\$900.00	\$1,200.00	\$1,200.00	\$800.00	\$800.00
215	Remove and Relocate Fence	85	LF	\$30.00	\$2,550.00	\$43.00	\$3,655.00	\$25.00	\$2,125.00	\$35.00	\$2,975.00	\$60.00	\$5,100.00
Subtotal, Alternative Schedule A-1:					\$28,875.00		\$35,455.00		\$45,645.00		\$45,575.00		\$41,900.00
Sales Tax @ 0% (Per W.S. Revenue Rule No. 171)					\$0.00		\$0.00		\$0.00		\$0.00		\$0.00
TOTAL CONSTRUCTION COST, ALTERNATIVE SCHEDULE A-1					\$28,875.00		\$35,455.00		\$45,645.00		\$45,575.00		\$41,900.00
TOTAL CONSTRUCTION COST, SCHEDULE A					\$370,183.00		\$507,400.00		\$523,885.00		\$542,665.00		\$671,225.00
TOTAL CONSTRUCTION COST, SCHEDULE B					\$83,676.30		\$94,606.89		\$82,807.50		\$108,540.27		\$104,228.85
TOTAL CONSTRUCTION COST, ALTERNATIVE SCHEDULE A-1					\$28,875.00		\$35,455.00		\$45,645.00		\$45,575.00		\$41,900.00
TOTAL CONSTRUCTION COST, SCHEDULE A AND B					\$453,859.30		\$602,006.89		\$606,692.50		\$651,205.27		\$775,453.85
TOTAL CONSTRUCTION COST, SCHEDULE A, B AND ALTERNATIVE SCHEDULE A-1					\$482,734.30		\$637,461.89		\$652,337.50		\$696,780.27		\$817,353.85
Scaled bids were opened at the City of Covington, 16720 SE 271st Street, Suite 100, Covington, Washington 98042 on Wednesday, May 27, at 11:00 a.m. (local time).													
I hereby certify that, to the best of my knowledge, the above tabulations are true and correct transcriptions of the unit prices and total amounts bid.							DENOTES MATHEMATICAL OR ROUNDING ERROR						
 TAN STAFFORD, P.E.													

Independent Estimate For Consulting Services



Direct Salary Cost (Composite) :			
Breakdown Of Work	Manhours	Average Rate Of Pay	Estimated Cost
Principal-in-Charge	2.5	56.00	140.00
Project Engineer	72.0	50.00	3,600.00
Civil Engineer	72.0	35.00	2,520.00
Structural Engineer	8.0	46.00	368.00
Survey Crew (2 person)	48.0	75.00	3,600.00
Survey Technician	40.0	35.00	1,400.00
Totals	242.5	297.00	11,628.00

Overhead Cost (including payroll additives) 192.26 % \$ 22,355.99

Fixed Fee 15 % \$ 1,744.20

Reimbursable

- A. Travel and Per Diem \$ 150.00
 - B. Reproduction Expenses \$ 250.00
 - C. Computer Expense \$
 - D. Communication \$
 - E. Sampling and Testing \$
 - F. Outside Consultants \$
 - G. Other (Specify) \$
- Total \$ 400.00**

Sub-total \$ **36,128.19**

Contingencies _____ 5% *Contingencies \$ 1,806.41

Grand Total \$ 37,934.60

* Use only on cost plus net fee type of payment

Agency City of Covington	File No.	Project No.
Project Title Jenkins Creek Park Pedestrian and ADA Improvements Construction Management		
Estimate Prepared By: (signature)		Date June 2, 2015

EXHIBIT “A”**SCOPE OF WORK****CITY OF COVINGTON
AMENDMENT NO. 2
JENKINS CREEK PARK PEDESTRIAN TRAIL**

The City desires Gray & Osborne to perform additional construction management work related to the proposed Jenkins Creek Park Pedestrian Trail and Storm Improvements. Construction management services include bid advertisement and award services, preconstruction meeting services, construction staking and construction management services. The City will provide inspection services.

Task 1 – Project Management

1. Provide overall project management to include resource allocation management, client contact, and coordination with various project stakeholders including, but not limited to, the City, King County, the Contractor, abutting property owners (as needed), utility companies, and regulatory agencies during the construction phase of project.

Task 2 – Bid Award Services

1. Prepare bid advertisement(s) for publication for City review and use.
2. Upon City authorization and direction, prepare and transmit both electronic and hard copies of bid documents to City. Prepare and transmit electronic files to the utility companies, and King County (CDBG). Gray & Osborne will prepare and distribute CDs with the bid documents to all prospective bidders, suppliers or subcontractors who request them and shall maintain a planholders list.
3. Send electronic file of all plans and specifications and addenda (as may be applicable) to the City.
4. Send hard copy of plans (one full size and two half size) and specifications (two copies) and cost estimates to include any addenda (as may be applicable) to City. Assume City pays for newspaper ads.
5. Attend one non-mandatory prebid meeting.

Task 3 – Preconstruction Services

1. Assist Agency in contract execution (Contractor and City).
2. Organize and lead the preconstruction conference (prepare agenda, conduct meeting, and prepare meeting minutes), and issuing a formal Notice to Proceed. Coordinate with King County CDBG.
3. Review Contractor's schedule, and provide comments to Contractor and Agency as applicable.

Subtask 4 – Construction Administration

1. Track, review and evaluate Request for Information from Contractor. Manage responses to RFIs.
2. Evaluate Contractor's Schedule of Values for lump sum items and verify allocations are made in accordance with the requirements of the Contract Documents.
3. Provide construction administration support to include review of submittals, RAMs, request to sublet, statement of intent to pay prevailing wages, prepare pay estimates from City generated quality take offs and other miscellaneous items to support Contractor inquiries, field activities, contract requirements, and City requests.
4. Lead nine weekly construction meetings, prepare agenda minutes. Our estimated cost assumes the Project Manager will make up to nine separate construction site visits during the course of the project.
5. Prepare monthly progress estimates and review with Contractor and City.
6. Prepare up to three change orders. Represent the City's interest in negotiation of change order with the Contractor. Estimate and/or record quality measurements of material, equipment and manpower for determining costs for change orders. Prepare change orders for execution by the City and Contractor subject to approval of the City, and King County CDBG. This task does not include any work for new or additional design tasks nor additional survey work as may be related thereto depending on the nature of the change order. We have budgeted for up to three change orders.
7. Conduct project closeout paperwork to include punchlist walk through; Notice to Completion of Public Works Contract; final closeout; and final reporting to King County CDBG.

Subtask 5 – Survey Staking

1. Stake clearing/mitigation limits.
2. Stake bridge/wall foundations/top of wall elevations.
3. Stake trail centerline subgrade and top of crushed rock.
4. Stake vertical and horizontal location of storm structures/storm pipe.
5. Establish benchmarks as necessary.

Subtask 6 – Material Testing

1. Review material testing results by Contractor hired lab and notify Contractor if additional testing is for conformance with the Specifications.

Subtask 7 – Project Closeout Services

1. Assist the City in closing out the project, including King County CDBG reporting.
2. Prepare record drawings from Contractor prepared redline drawings.

MANAGEMENT RESERVE FUND

The purpose of the Management Reserve Fund is to provide limited additional services as may be desired by the City. This work may include additional meetings, landscape architect services, or other work items related to this project. The CONSULTANT shall not incur costs or utilize any portion of these funds without specified and further written authorization from the City.

EXHIBIT "B"

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

City of Covington - Jenkins Creek Park Pedestrian Trail - Amendment No. 2 - Construction Management and Survey Staking (No Inspection)

Tasks	Principal Hours	Project Manager Hours	Civil Eng. Hours	Structural Eng. Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours	Professional Land Surveyor Hours	Field Survey (2 person) Hours
1 Project Management	2.5						
2 Bid Award Services		8	12				
3 Preconstruction Services		8					
4 Construction Administration		48	72	8		6	48
5 Survey Staking					20		
6 Material Testing			2				
7 Project Closeout		2	8		8		
Hour Estimate:	2.5	66	94	8	28	6	48
Direct Labor Cost Billing Rate Range:	\$35 to \$59	\$35 to \$56	\$24 to \$35	\$31 to \$40	\$14 to \$27	\$34 to \$38	\$45 to \$60
Estimated Hourly Rates:	\$52	\$48	\$32	\$40	\$26	\$36	\$52
Direct Labor Cost:	\$130	\$3,168	\$3,008	\$320	\$728	\$216	\$2,496

Subtotal Direct Labor: \$ 10,066
 Indirect Costs (180%): \$ 18,119
 Total Labor Cost: \$ 28,185
 Fee (15%): \$ 4,228
 Subtotal Labor & Fees: \$ 32,414
 Direct Non-Salary Cost:
 Mileage, Printing Expenses (Mileage @ \$0.57/mile) \$ 316

TOTAL ESTIMATED COST (NO MRF):

Management Reserve Fund (MRF):

TOTAL ESTIMATED COST (WITH MRF):

* Actual labor cost will be based on each employees actual rate, estimated rates are for determining total estimated cost only.

SUBJECT: CONSIDER COVINGTON COMMUNITY PARK MAINTENANCE
RECOMMENDATION

RECOMMENDED BY: Don Vondran, Public Works Director

ATTACHMENT(S):

1. Contract versus In-house Hours Comparison
2. CCP Equipment Needs List

PREPARED BY: Don Vondran, Public Works Director
Ross Junkin, Maintenance Supervisor

EXPLANATION:

During the 2013 Budget process there were several options considered for providing the necessary maintenance for Covington Community Park (CCP). Those options included full contract maintenance, full in-house maintenance, or a mixed service approach. The council approved the budget with the mixed service approach, which included a budget of \$104,000 for the contract portion and additional funding for operating (irrigation, field repair, etc.) costs and one-time equipment (4-wheel trail vehicle (Gator), trailer) costs.

In the spring of 2013, we advertised to receive bids for the maintenance contract at CCP. We received 6 bids and they were as follows:

Canber Corps	\$58,139	Signature Landscape	\$121,566
SMS Holdings	\$95,609	Total Landscape	\$161,130
Brickman	\$113,188	Westgro	\$195,068

On April 9, 2013, the city council awarded the Covington Community Park (CCP) Maintenance Agreement to the lowest, most qualified bidder, Canber Corps. However, we were concerned with how low the Canber bid was in comparison to all the other bids. Our concern was if we reduced our budget for the CCP maintenance contract from \$104,000 to \$60,000 (based on the Canber bid) and Canber could not maintain the level of service required or did not want to renew the contract we would have to rebid the contract and it would likely be around the \$104,000. Therefore, we kept \$100,000 in the budget to be conservative going forward.

Initially the work from Canber was acceptable. There were issues, but we attributed that to a new park and working out the details. However, during the second year of the contract with Canber we noticed a significant decrease in the level of service that was being provided. Some of the issues included fertilizing problems and overwatering that resulted in fungus in the athletic field, use of the wrong paint for striping the field that killed the grass, and not securing the gate at park closings. Recently, we learned that Canber improperly winterized one of the irrigation zones and 17 heads were broken as well as a water pump that had to be repaired. These types of

issues have required our city maintenance staff to take on more responsibility such as striping, irrigation and closely monitoring fertilization and winterization. Although these items were removed from the contract with Canber, city maintenance staff has had to spend more and more time coordinating and maintaining aspects of CCP maintenance. This has caused us to reevaluate the contract with Canber and advertise a new request for bids.

On April 16, 2015, we received two bids for the CCP maintenance. The two bids were as follows:

Brickman Group	\$130,923.82 – includes \$32,850 for daily opening/closing of gate
Westgro Corp.	\$123,238.20 – includes \$31,755 for daily opening/closing of gate

As mentioned at the April 28, 2015 council meeting, these bids are significantly higher than the original contract with Canber (\$58,139), accordingly, staff wanted to evaluate other options and present a recommendation to the council to better address the maintenance of CCP.

Attachment 1 shows a comparison of the hours that have been required to maintain CCP under contract (left of green bar) versus the hours that would be needed to bring maintenance in house (right of green bar). Included in the total number of contract hours (1,396 hours) is the amount of staff time (351 hours) that was needed to do some of the maintenance and inspection of the contractor. The estimated hours to bring the maintenance in-house (1,411 hours) are very similar to the amount of hours that were reported by the contractor. The in-house analysis shows a possible breakdown between a current FTE (Jesse) and a new seasonal employee. Although the spreadsheet only shows approximately 600 hours of additional seasonal help, the allocation of Jesse’s time at CCP (above current levels) needs to be compensated due to the reduction of worker hours available at other city park facilities. Based on this analysis, staff feels that a 9-month seasonal would be the only additional city staff that would be needed to cover the 600 hours at CCP and to cover the remaining maintenance needs at the other city park facilities.

The other component necessary to determine if the maintenance of CCP can be brought in-house is determining equipment needs. Attachment 2 identifies the equipment startup needs for bringing CCP maintenance in-house. The cost for the equipment is estimated at about \$55,000. This will allow for a 72” Contour Rotary mower that would be used primarily for the athletic field. This type of mower will allow for versatility with the future expansion of our park facilities. The walker mower will be used to mow the open space, grass trails, and be used at other city park facilities.

By the end of June we expect to have spent \$30,000 on the current contract with Canber. The 2015 budget has \$100,000 allocated for the CCP park maintenance contract. We estimate the cost to bring the CCP maintenance in-house in 2015 to be \$73,388. This includes:

- Seasonal employee for approximately 5 months - \$18,000
- Equipment Costs - \$55,388

This equates to an estimated total of \$103,388 being spent for 2015 on CCP maintenance which is an increase of only \$3,388 from the budgeted amount, which could be absorbed by the overall

parcs maintenance budget. Staff feels that bringing the CCP maintenance in-house would raise the level of service and maintain a consistent city presence at the park.

ALTERNATIVES:

Award a new maintenance contract to Westgro in the amount of \$91,483.20. The cost to open and close the gate has been removed (\$31,755) since the city is in the process of installing an automatic gate.

FISCAL IMPACT:

If maintenance is brought in-house, the estimated cost exceeds the CCP parks maintenance budget line item by only \$3,388. However, this includes one-time equipment costs that would not be reoccurring. One additional consideration that needs to be evaluated for the 2016 budget is replacing a maintenance vehicle one year early, which would be used for parks maintenance. We do not anticipate exceeding the budgeted \$100,000 for CCP maintenance in future years.

CITY COUNCIL ACTION: Ordinance Resolutions Motion Other

Option A:

Councilmember _____ moves, Councilmember _____ seconds, to reject all bids received for CCP maintenance and authorize city staff to prepare all necessary 2015 budget amendments to account for all required equipment and hiring costs associated with performing all Covington Community Park with city staff and resources.

Option B:

Councilmember _____ moves, Councilmember _____ seconds, to award the Covington Community Park Maintenance contract to Westgro, as the lowest responsible bidder, in the amount of \$91,483.20.

REVIEWED BY: City Manager, City Attorney, Finance Director

Covington Community Park Maintenance

Maintenance Items and Descriptions as Bid in Canber Contract				Contractor Maintenance (as reported by Canber)			City Staff Hours in CCP	CCP Maintenance Staff Breakdown if brought in-house					NOTES	
Contract Bid Item #	Description	Unit	Expected Monthly Quantity (units)	Total Contractor Labor Hours for 2014	Average Hours/Month	Average Hours/Unit	City Staff Hours (Currently Spent)	Total City Hours Needed	Full Time Staff (Jesse)	Seasonal Support (New Position)	Average Hours/Month	Average Hours/Unit		
Athletic Field Turf														
1	Mowing	Each	5.67	161.00	13.42	2.37	0.00	124.24	93.18	31.06	10.35	1.83	Calculated using a 48" wide mower	
2	Edging	Each	2.33	57.00	4.75	2.04	0.00	21.12	15.84	5.28	1.76	0.75		
3	Fertilizing	Each	0.75	29.00	2.42	3.22	0.00	39.15	19.58	19.58	3.26	4.35		
4	Herbicide	Each	0.08	0.00	0.00	0.00	0.00	8.70	8.70	0.00	0.73	8.70		
5	Pesticide/Rodent Control	Each	--	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
6	Soccer Field Prep/Striping	Each	2.67	468.00	14.00	5.25	159.00	192.00	96.00	96.00	16.00	6.00		
Non Athletic Field Turf														
7	Mowing	Each	2.33	77.50	6.46	2.77	0.00	18.82	4.70	14.11	1.57	0.67		
8	Fertilizing	Each	0.17	4.00	0.33	2.00	0.00	8.00	4.00	4.00	0.67	4.00		
9	Herbicide	Each	0.08	0.00	0.00	0.00	0.00	24.00	24.00	0.00	2.00	24.00		
10	Pesticide/Rodent Control	Each	--	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00		
Grass Trail														
11	Mowing	Each	2.33	47.00	3.92	1.68	0.00	64.00	16.00	48.00	5.33	2.29		
Shrubs, Trees, Planting Beds														
12	Planter Bed Maintenance	Each	--	87.00	7.25	0.00	0.00	256.07	128.04	128.04	21.34			
13	Annual Bed Plantings (Flowers)	Each	0.17	0.00	0.00	0.00	0.00	36.00	18.00	18.00	3.00	18.00		
Hard and Soft Surfaces, Trails														
14	Leaf and Tree Debris Removal	Each	0.50	47.50	3.96	7.92	0.00	150.00	120.00	30.00	12.50	25.00		
15	Pressure Washing	Each	0.08	0.00	0.00	0.00	0.00	18.00		18.00	1.50	18.00		
16	Blowing (Hard Surfaces/Trails)	Each	5.00	164.50	13.71	2.74	0.00	106.08	84.86	21.22	8.84	1.77		
17	Parking Lot Striping	Each	0.08	0.00	0.00	0.00	0.00	24.00	24.00	0.00	2.00	24.00		
Other														
18	Trash Cans	Each	16.00	110.50	9.21	0.58	0.00	72.00	18.00	54.00	6.00	0.38		
19	Graffiti Removal	Each	--	0.00	0.00	0.00	0.00	4.80	4.80		0.40			
20	Stormwater Pond Mowing/Weedeating	Each	0.17	7.50	0.63	3.75	0.00	24.00	12.00	12.00	2.00	12.00	4 applications recommended by City	
Irrigation														
21	System Startup	Each	0.08	4.00	0.33	4.00	0.00	4.00	2.00	2.00	0.33	4.00		
22	Operation and Maintenance	Each	--	17.50	1.46	0.00	0.00	30.00	18.00	12.00	2.50			
23	Winterization	Each	0.08	5.00	0.42	5.00	0.00	6.00	6.00	0.00	0.50	6.00		
Bid Additive														
A-1	Gate Opening/Closing	Each	30.42	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	City proposes to make the gate automatic	
Additional Work Items														
B-1	Wetland Maintenance	Each	0.25	N/A				54.00	27.00	27.00	4.50	18.00		
B-2	**Misc work at CCP (Inspections, Recreation, etc)	Each					192.00	0.00					Not Needed if brought in house	
Discretionary Work														
	Thatch Field (once/yr)	Each	0.08	12.00	1.00	12.00	0.00	36.00	18.00	18.00	3.00	9.00	In-house includes higher frequency (2x)	
	Aerate Field (once/yr)	Each	0.08	12.00	1.00	12.00	0.00	36.00	18.00	18.00	3.00	9.00	In-house includes higher frequency (4x)	
	Seeding Field (once/yr)	Each	0.08	12.00	1.00	12.00	0.00	36.00	18.00	18.00	3.00	9.00	In-house includes higher frequency (4x)	
	Top Dress Field (once/yr)	Each	0.08	22.00	1.83	22.00	0.00	18.00	9.00	9.00	1.50	4.50	In-house includes higher frequency (2x)	
Totals:				1045	87.08		351		807.70	603.28	117.58			
2014 Year Total (Contractor and City Hours)				1,396					1,411		Estimated City Staff hours if brought in house			

NOTE!! Total hours only reflect time in the field. They do not account for vacations, sick time, holidays, meetings, training, etc.

CCP Equipment Needs List						
Equipment	Amt	Brand	Model	Price (Ea)	Needed for start-up	Comments
Backpack Blowers	2	Stihl	BR 600	\$449.95	\$899.90	
Pole Edger	1	Stihl	FC-110	\$449.95	\$449.95	
Hedge Trimmer	2	Stihl	HS 56	\$359.95	\$719.90	
Line Trimmers	2	Stihl	FS-110	\$368.95	\$737.90	
Chainsaw	2	Stihl	MS 192	\$223.95	\$447.90	
Mower	1	Toro	3500-D	\$32,000.00	\$32,000.00	Contour Rotary (72")
Mower	1	Walker	MT30i	\$15,000.00	\$15,000.00	42 inch deck (MT23-\$11,300; MT25i-\$12,600; MD21d-\$16,300)
Pole saw	1	Silky	Hayauchi	\$280.95	\$280.95	Telescoping 21 foot pole saw
				Totals:	\$55,388.00	includes tax

**DISCUSSION OF
FUTURE AGENDA TOPICS:**

**Tuesday, June 23, 2015 Regular Meeting
CANCELED Due to Lack of Quorum**

**5:30 p.m. Tuesday, June 30, 2015
Dinner with Japanese Delegation**

**7:00 p.m., Tuesday, June 30, 2015 Special Meeting
(Draft Agenda Attached)**



CITY OF COVINGTON
CITY COUNCIL SPECIAL MEETING AGENDA
www.covingtonwa.gov

Tuesday, June 9, 2015
7:00 p.m.

City Council Chambers
16720 SE 271st Street, Suite 100, Covington

Note: A quorum of the Council will be present for dinner with the Japanese delegation at 5:30 p.m.

CALL CITY COUNCIL SPECIAL MEETING TO ORDER

ROLL CALL/PLEDGE OF ALLEGIANCE

APPROVAL OF AGENDA

PUBLIC COMMUNICATION

PUBLIC COMMENT Speakers will state their name, address, and organization. Comments are directed to the City Council, not the audience or staff. Comments are not intended for conversation or debate and are limited to no more than four minutes per speaker. Speakers may request additional time on a future agenda as time allows.*

APPROVE CONSENT AGENDA

- C-1. Minutes: May 27, 2015 Tri Cities Special Meeting; June 9, 2015 Special Meeting–Joint Study Session with Parks & Recreation Commission; and June 9, 2015 Regular Meeting (Scott)
- C-2. Vouchers (Hendrickson)
- C-3. Approve Citywide Safety Improvement Project Construction Contract (Lindskov)
- C-4. Approve Astound Broadband Franchise Agreement (Lyons)
- C-5. Accept Grant from Flood Control District (Vondran)

NEW BUSINESS

- 1. Resolution Establishing Sister City Program
- 2. Letter of Intent to Adopt Tatsuno, Japan as City of Covington’s Sister City (Council)
- 3. Discuss Selection of Citizen and Honorary Citizen of the Year (Slate)
- 4. Proclamation Recognizing Outgoing Police Chief Kevin Klason (Council)

RECEPTION FOR POLICE CHIEF KEVIN KLASON

COUNCIL/STAFF COMMENTS - Future Agenda Topics

PUBLIC COMMENT *See Guidelines on Public Comments above in First Public Comment Section

EXECUTIVE SESSION – if needed

ADJOURN

Americans with Disabilities Act – reasonable accommodations provided upon request a minimum of 24 hours in advance (253-480-2400).