



**CITY OF EDGEWOOD
REGULAR COUNCIL MEETING AGENDA**

Tuesday, August 27, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA
Meeting Link: <https://cityofedgewood-org.zoom.us/j/86916509308>

1. CALL TO ORDER

2. PUBLIC HEARING

- A. AB24-032** - Ordinance 24-0665 Extending emergency interim zoning control regulations adopted by Ordinance No. 23-0647
- B. AB24-033** - Meridian Corridor Study

3. AUDIENCE COMMENT

4. MAYOR'S REPORT

5. CONSENT AGENDA: *The consent agenda includes items that are routine in nature and are adopted by one motion. Should Council wish to discuss a consent agenda item, the item would be removed from the consent agenda and discussed under Council Business.*

The following items are presented for Council approval:

- A.** Regular City Council Meeting Minutes of August 13, 2024
- B.** Study Session Meeting Minutes of August 20, 2024
- C. AB24-034-** a motion approving August 2024 Budgeted Expenditures as follows: Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$137,452.30 and Vendor Check Numbers 26215 through 26229, with EFT and Direct Pay Payments in the amount of \$273,744.78. Total distributions submitted for review and authorization in the amount of \$411,197.08.
- D. AB24-0738** - Resolution 24-0738, Electrical Right-of-Way (ROW) Contract
- E. AB24-035** - Chrisella Rd Change Order

6. COUNCIL BUSINESS

- A. AB24-0739-** Resolution 24-0739 Interurban Trail Phase III Supplemental Agreement
- B. AB24-0740** - Resolution 24-0740, Encampment Policy

7. COUNCIL COMMENTS

8. ADJOURN

This meeting is accessible to persons with disabilities. For individuals who may require special accommodations, please contact City Hall at (253) 952.3299, 24 hours in advance.



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-032 - Ordinance 24-0665 Extending emergency interim zoning control regulations adopted by Ordinance No. 23-0647	Agenda Item #: 2.A
	For Agenda of: 8/27/2024
	Prepared by: Jeremy Metzler
Attachments (list): 1. ORDINANCE 24.0665	
Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator 8/22/2024 Dave Olson 8/22/2024	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 07/02/2024 SS 07/09/2024 RCM 08/27/2024 RCM PH

Summary Statement: In the 2023 Regular Session, the 68th Legislature unanimously passed Second Substitute Senate Bill 5290 (SB 5290), which made various amendments to Revised Code of Washington (RCW) Chapter 36.70B, Local Project Review. This state law is intended to ensure predictability and consistency in the local permit review process. Certain amendments in this law became effective on July 23, 2023. In order to ensure the best customer service possible, an emergency interim ordinance was passed by City Council on July 25, 2023 (Ordinance 23-0647) to address the following sections of SB 5290:

- Section 1: Clarifying when a site plan may be required for internal improvements;
- Section 5: Updating the definition of project permit; and
- Section 6: Clarifying the procedure for determining whether an application is "complete" for the purposes of review.

The "emergency" portion of the ordinance allowed it to take effect immediately upon adoption. The City held the required a public hearing on August 8, 2023, and no further action was taken. The "interim" portion set a one (1) year deadline for completing any work on permanent regulations. This time period can be extended if necessary.

SB 5290 includes additional requirements, including significant updates to permit processing timelines, mandatory reporting, and various incentives and penalties for failing to process permits in a timely manner. These additional updates are due by January 1, 2025.

Ordinance 23-0647 set a work plan to be completed within six (6) months (see Section 7), but this work has yet to be completed. Staff discussed this with the Planning Commission at their May 13, 2024 and June 10, 2024 meetings, and they unanimously approved their formal recommendation to proceed with extending said Ordinance through the end of 2024. City Council considered and adopted Ordinance 24-0665 (attached) at the

July 9, 2024 regular meeting. Tonight's public hearing is to receive public comment on the adopted emergency interim zoning ordinance, pursuant to RCW 36.70A.390.

Item History:

Ordinance 23-0647 adopted July 25, 2023, extended by Ordinance 24-0665 as adopted July 9, 2024, with expiration on December 31, 2024.

Recommended Action:

Public Hearing Only to receive public comment on **AB24-032** - Ordinance 24-0665 Extending emergency interim zoning control regulations adopted by Ordinance No. 23-0647

Fiscal Note/Consideration:

N/A

ORDINANCE NO. 24-0665

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, EXTENDING EMERGENCY INTERIM ZONING CONTROL REGULATIONS ADOPTED BY ORDINANCE NO. 23-0647 FOR THE AMENDING OF TITLE 18 OF THE EDGEWOOD MUNICIPAL CODE IN ACCORDANCE WITH AMENDMENTS TO STATE LAW ADOPTED IN 2023 IN THE SECOND SUBSTITUTE SENATE BILL 5290 FOR A PERIOD OF SIX MONTHS; ESTABLISHING A DATE FOR A PUBLIC HEARING; DECLARING AN EMERGENCY; AND PROVIDING THAT THE INTERIM REGULATIONS WILL TAKE EFFECT IMMEDIATELY UPON PASSAGE; PROVIDING FOR SEVERABILITY; AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, the City of Edgewood is a non-charter optional municipal code city as provided in Revised Code of Washington (RCW) Title 35A, incorporated under the laws of the State of Washington, and plans pursuant to the Growth Management Act (GMA), RCW Chapter 36.70A; and

WHEREAS, the adoption of land use and zoning regulations is a valid exercise of the City's police power and is specifically authorized by RCW 35A.63.100; and

WHEREAS, within the express terms of the GMA, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt interim development regulations; and

WHEREAS, local project review processes are governed by RCW Chapter 36.70B; and

WHEREAS, the Second Substitute Senate Bill 5290 (SB5290) concerning consolidating local permit review processes was passed into law during the 2023-2024 legislative session, that amends RCW Chapter 36.70B to set new requirements for the processing of project permit application; and

WHEREAS, SB 5290 became effective on July 23, 2023, with the exception of Section 7, that includes the new permit review timelines and annual reporting requirements, becoming effective January 1, 2025; and

WHEREAS, the City is authorized under RCW 35A.63.220 and 36.70A.390 to pass an interim zoning and official control ordinance for up to one (1) year if a work plan is developed for related studies providing for such a longer period; and

WHEREAS, the City is currently undertaking the periodic update of its Comprehensive Plan, and as part of this update the City will also be reviewing its land use permitting and procedures outlined in the Edgewood Municipal Code (EMC) Title 18; and

WHEREAS, On July 25, 2023, with the passage of Ordinance 23-0647 the City amended portions of the development code in EMC Title 18 to comply with SB 5290; and

WHEREAS, additionally, on July 25, 2023, with the passage of Ordinance 23-0647 the City Council determined that to comply with SB 5290 and thoroughly analyze permanent regulations, interim development regulations adopted under the provisions of RCW 36.70A.390 were necessary to allow adequate time for the City to adopt permanent development regulations in compliance with SB 5290; and

WHEREAS, with Ordinance 23-0647, the City Staff developed a work plan for related studies for compliance with SB 5290 and such work plan was included in the ordinance and a public hearing was held on August 8, 2023, at 7:00 pm; and

WHEREAS, the conditions that predicated the adoption of Ordinance No. 23-0647 continue to exist today and, therefore, the extension of the interim regulations for an additional six months will provide more time for the City to properly go through the necessary requirements to adopt permanent development regulations; and

WHEREAS, On June 10, 2024, the Planning Commission voted 7-0 to recommend that the City Council extend emergency interim Ordinance 23-0647 until December 31, 2024. This extension is necessary for the City to remain compliant with SB5290 and allow for adequate time to review the EMC for any additional revisions needed to maintain the required compliance on January 1, 2025; and

WHEREAS, RCW 36.70A.390 authorizes the City Council to renew by adoption an interim zoning control ordinance for one (1) or more six (6) month periods without first holding a public hearing on the proposed interim zoning control ordinance so long as a public hearing is held within at least 60 days after its adoption and findings of facts are made prior to each renewal; and

WHEREAS, the City Council has scheduled a public hearing regarding the adopted interim zoning ordinance on August 27, 2024; and

WHEREAS, the deadline in the SB 5290 for cities to adopt compliant development regulations caused an emergency which necessitates that this ordinance become effective immediately in order to preserve the public health, safety and welfare and also requires action prior to the preparation of a State Environmental Protection Act (SEPA) threshold determination pursuant; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Findings. The City Council hereby adopts the findings of fact set forth in Ordinance No. 23-0647 and the above Recitals as findings of fact and conclusions of the City Council for passing this Ordinance. The City Council further adopts by reference the previously held study session agenda bill(s) of July 2, 2024 as additional findings.

Section 2. Extension. This Ordinance is an extension of interim zoning and official controls approved by Ordinance 23-0647, and Ordinance 23-0647 is attached as Exhibit A.

Section 3. Duration of Interim Zoning Controls. The interim zoning and official controls approved by Ordinance 23-0647 are hereby extended by City Council and shall have continuing effect for a renewed six (6) month maximum period commencing on July 24, 2024 and ending on December 31, 2024, unless extended for an additional six (6) month period per RCW 36.70A.390 or modified by City Council or unless a final ordinance is adopted amending the Edgewood Municipal Code before December 31, 2024.

Section 4. Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council shall hold a public hearing to accept public testimony on this interim ordinance within sixty (60) days of its adoption. The Council shall hold this hearing at Edgewood City Hall on August 27, 2024 at 7:00 pm or as soon thereafter. After the public hearing, the City Council may adopt additional legislative findings in support of this Ordinance and/or otherwise modify the provisions of this Ordinance.

Section 5. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this Ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers for the purpose of codification, and any other references thereto.

Section 6. Severability. If any section, sentence, clause or phrase of this ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this ordinance.

Section 7. Effective Date. A summary of this Ordinance consisting of its title shall be published in the official newspaper of the City and shall take effect and be in full force five (5) days after the date of publication.

PASSED BY THE CITY COUNCIL ON THE 9th DAY OF JULY, 2024



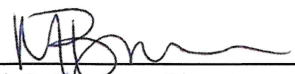
Dave Olson, Mayor

ATTEST/AUTHENTICATED:



Jill Schwerzler-Herrera, CMC
City Clerk

APPROVED AS TO FORM:



Maili C. Barber, City Attorney

Date of Publication: July 12, 2024
Effective Date: July 17, 2024

Exhibit A
Ordinance No. 23-0647

ORDINANCE NO. 23-0647

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, ADOPTING AN EMERGENCY INTERIM ZONING CONTROL ORDINANCE TO AMEND TITLE 18 OF THE EDGEWOOD MUNICIPAL CODE IN ACCORDANCE WITH AMENDMENTS TO STATE LAW ADOPTED IN 2023 IN SECOND SUBSTITUTE SENATE BILL 5290 FOR A PERIOD OF ONE YEAR; ESTABLISHING A DATE FOR A PUBLIC HEARING; DECLARING AN EMERGENCY; PROVIDING FOR SEVERABILITY; AND PROVIDING THAT THE INTERIM REGULATIONS WILL TAKE EFFECT IMMEDIATELY UPON PASSAGE.

WHEREAS, the adoption of land use and zoning regulations is a valid exercise of the City's police power and is specifically authorized by Revised Code of Washington (RCW) 35A.63.100; and

WHEREAS, within the express terms of the Growth Management Act, the Washington State Legislature has specifically conferred upon the governing bodies of Washington cities the right to establish and adopt interim development regulations; and

WHEREAS, local project review processes are governed by Chapter 36.70B RCW; and

WHEREAS, Second Substitute Senate Bill 5290 (SB 5290) concerning consolidating local permit review processes was passed into law during the 2023-2024 legislative session, which amends Chapter 36.70B RCW to set new requirements for the processing of project permit application; and

WHEREAS, SB 5290 becomes effective on July 23, 2023, with the exception of Section 7, which is not effective until January 1, 2025; and

WHEREAS, the City must amend portions of the development code in Title 18 of the Edgewood Municipal Code (EMC) by July 23, 2023, to comply with SB 5290; and

WHEREAS, the City will be undertaking the periodic update of its Comprehensive Plan in 2024, and as part of this update will also be reviewing its land use permitting and procedures outlined in Title 18 EMC; and

WHEREAS, the City Council has determined that to comply with SB 5290 and thoroughly analyze permanent regulations, interim development regulations adopted under the provisions of RCW 36.70A.390 are necessary to allow adequate time for the City to adopt permanent development regulations in compliance with SB 5290; and

WHEREAS, the City is authorized under RCW 35A.63.220 and 36.70A.390 to pass an interim zoning and official control ordinance for up to one (1) year if a work plan is developed for related studies providing for such a longer period; and

WHEREAS, City Staff have developed a work plan for related studies for compliance with SB 5290 and such work plan is specified below; and

WHEREAS, RCW 36.70A.390 authorizes the City Council to adopt an interim zoning control ordinance for one (1) or more six (6) month periods without first holding a public hearing on the proposed interim zoning control ordinance so long as a public hearing is held within at least 60 days after its adoption; and

WHEREAS, the City Council has scheduled a public hearing regarding the adopted interim zoning ordinance on August 8, 2023; and

WHEREAS, the deadline in SB 5290 for cities to adopt compliant development regulations cause an emergency which necessitates that this ordinance become effective immediately in order to preserve the public health, safety, and welfare and also requires action prior to the preparation of a State Environmental Protection Act (SEPA) threshold determination pursuant to WAC 197-11-880; and

WHEREAS, the City Council considered this Ordinance during its regular City Council meeting of July 25, 2023;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY ORDAINS AS FOLLOWS:

Section 1. Findings Adopted. The “Whereas Clauses” set forth in the recitals of this Ordinance are hereby adopted as the findings and conclusions of the City Council for passing this Ordinance.

Section 2. EMC 18.20.190, Amended. EMC Section 18.20.190, P definitions, is hereby amended as shown in Exhibit A attached and incorporated by this reference.

Section 3. EMC 18.40.150, Amended. EMC Section 18.40.150, Determination of completeness (RCW 36.70B.070), is hereby amended as shown in Exhibit A attached and incorporated by this reference.

Section 4. EMC 18.95.020, Amended. EMC Section 18.95.020, Applicability, is hereby amended as shown in Exhibit A attached and incorporated by this reference.

Section 5. Duration of Interim Zoning Controls. The interim zoning and official controls approved by this Ordinance shall be effective immediately upon passage of this ordinance and continue in effect for a period of one (1) year, commencing on July 25, 2023, and ending on July

24, 2024, unless extended or modified by City Council or unless a final ordinance is adopted amending the Edgewood Municipal Code before July 24, 2024.

Section 6. Public Hearing. Pursuant to RCW 35A.63.220 and RCW 36.70A.390, the City Council shall hold a public hearing to accept public testimony on this interim ordinance within sixty (60) days of its adoption. The Council shall hold this hearing at Edgewood City Hall on August 8, 2023, at 7:00 pm or as soon thereafter. After the public hearing, the City Council may adopt additional legislative findings in support of this Ordinance and/or otherwise modify the provisions of this Ordinance.

Section 7. Adoption of Work Plan. Within the next six (6) months following the passage of this Ordinance, the Edgewood Planning Commission is hereby directed to review the permanent regulations and to make a recommendation on whether said regulations, or some modification thereof, should be permanently adopted. The Edgewood Planning Commission is directed to complete its review, to conduct such public hearings as may be necessary or desirable, and to forward its recommendation to City Council.

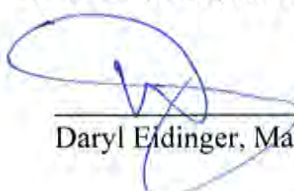
Pursuant to RCW 36.70A.106, the Director of the Community & Economic Development Department is hereby directed to transmit this ordinance to the Washington State Department of Commerce for review, as may be required or desired.

Section 8. Corrections. The City Clerk and codifiers of this Ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers for the purposes of codification, and any other references thereto.

Section 9. Severability. If any section, sentence, clause, or phrase of this Ordinance or any municipal code section amended hereby should be held to be unconstitutional or unlawful by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance or the amended municipal code section.

Section 10. Effective Date. The City Council hereby finds and declares that the deadlines in SB 5290 for cities to adopt compliant development regulations cause an emergency which necessitates that this ordinance become effective immediately in order to preserve the public health, safety, and welfare. This ordinance shall become effective immediately upon passage by at least a majority plus one member of the City Council. The City Clerk is directed to publish a summary of this ordinance at the earliest possible publication date.

ADOPTED THIS 25TH DAY OF JULY, 2023.



Daryl Eidinger, Mayor

ATTEST:



Rachel Pitzel, CMC
City Clerk

APPROVED AS TO FORM:



Ann Marie Soto, City Attorney

Published: July 27, 2023
Effective Date: July 25, 2023

Exhibit A

18.20.190 P definitions.

“Project permit” means any land use or environmental permit or license required from the city of Edgewood for a project action, including but not limited to ~~building permits~~, site development permits, fill and grade permits, subdivisions, binding site plans, planned unit developments, conditional uses, site plan(s), shoreline substantial development permits, development plan review, site specific rezones ~~authorized by the comprehensive plan which do not require a comprehensive plan amendment~~; but excluding adoption or amendment of ~~the a comprehensive plan, subarea plan or and development regulations, zoning of newly annexed land, area-wide rezones, and zoning map amendments~~ except as otherwise specifically included in this subsection.

18.40.150 Determination of completeness (RCW [36.70B.070](#)).

A. For the purposes of this title, a complete application is one that contains all required information, supporting documentation, and signatures ~~as outlined on the project permit application~~, and which is accompanied by payment of any and all fees as required by the community development department.

1. Time Limitations.

- a. Calculation of Time Periods for Issuance of Notice of Final Decision. In determining the number of calendar days that have elapsed after the city has notified the applicant that the application is complete for purposes of calculating the time for issuance of the notice of decision, the following periods shall be excluded:
 - i. Any period during which the applicant has been requested by the city to correct plans, perform required studies, provide additional required information, or otherwise requires the applicant to act. The period shall be calculated from the date the city notifies the applicant of the need for additional information until the earlier of the date the local government determines whether the additional information satisfies the request for information or 14 calendar days after the date the information has been provided to the city;
 - ii. If the city determines that the information submitted by the applicant under EMC [18.40.150](#), Determination of completeness, is insufficient or incorrect;
 - iii. Any period during which an environmental impact statement is being prepared following a determination of significance pursuant to Chapter [43.21C](#) RCW, if the city by ordinance has established time periods for completion of environmental impact statements, or if the city and the applicant in writing agree to a time period for completion of an environmental impact statement;

- iv. Any period for administrative appeals of project permit applications, if an open record appeal hearing or a closed record appeal, or both, are allowed. The time period for consideration and decision on appeals shall not exceed:
 - (A) Ninety calendar days for an open record appeal hearing; or
 - (B) Sixty calendar days for a closed record appeal, unless the parties agree to extend these time periods; and
- 2. Any extension of time mutually agreed upon by the applicant and the local government.
- 3. The time limits established in this section do not apply if a project permit application:
 - a. Requires an amendment to the comprehensive plan or a development regulation;
 - b. Requires approval of the siting of an essential public facility as provided in RCW [36.70A.200](#); or
 - c. Is substantially revised by the applicant, in which case the time period shall start from the date at which the revised project application is determined to be complete pursuant to this section.
- 4. If the city is unable to issue its final decision within the time limits provided in this chapter, it shall provide written notice of this fact to the project applicant. The notice shall include a statement of reasons why the time limits have not been met and an estimated date for issuance of a final decision. The city is not liable for damages due to the city's failure to make a final decision within the time limits established in this chapter.

B. Determination of complete application.

- 1. Within 28 calendar days after receiving a project permit application ~~for review for completeness~~, the city shall ~~mail or personally~~ provide a written determination of completeness to the applicant which ~~to the extent known by the city identifies other agencies with jurisdiction over the project permit application and~~ states either that:
 - a. ~~†~~The application is complete; or ~~that~~
 - b. ~~†~~The application is incomplete and that the procedural submission requirements of the city have not been met. The determination will outline what is necessary to make the application procedurally complete. To the extent known by the city, the determination will identify other agencies of local, state, or federal governments that may have jurisdiction over some aspect of the application.
- 2. If the city does not provide a written determination to the applicant that the application is incomplete within 28 calendar days, the application shall be deemed procedurally complete on the 29th day after receiving a project permit application. When the city does not provide a written determination to the applicant that the application is

procedurally incomplete, the city may still seek additional information or studies as provided for in subsection (B)(3). The time period guidelines for review of project permit applications begin following the determination of a complete application.

3. Additional information or studies may be required or project modifications may be undertaken subsequent to the procedural review of the application by the city. The city's determination of completeness shall not preclude the city from requesting additional information or studies either at the time of the notice of completeness or at some later time, if new ~~or additional~~ information is required or where there are substantial changes in the proposal. However, if the procedural submission requirements, as outlined on the project permit application have been provided, the need for additional information or studies may not preclude a completeness determination.

C. ~~Prior to a determination of a complete application,~~ If the applicant receives a written determination from the city that an application is not complete, the applicant shall have up to 90 calendar days to submit the necessary information to the city. Within 14 calendar days after an applicant has submitted the requested additional information, the city shall make the determination as described in subsection (B) of this section, and notify the applicant in the same manner. If the applicant either refuses, in writing, to submit additional information, or does not submit the required information within the 90 calendar day period, the application shall lapse because of a lack of information necessary to complete the review.

D. An application shall be considered complete when it contains the following:

1. The correct number of completed application forms signed by the applicant which contain a detailed description of the proposed land use, proposed impervious surface, and description of all existing and proposed improvements and easements;
2. The correct number of documents, plans, or maps identified in the applicable application, as appropriate for the proposed project;
3. A completed State Environmental Policy Act checklist, if required;
4. For preliminary plats only, a complete land survey of the perimeter of the site;
5. All studies and materials demonstrating compliance with the Edgewood Municipal Code;
6. Water availability letter (this requirement is for preliminary plats and short plats only);
7. Conceptual stormwater plans (this requirement is for preliminary plats and short plats only);
8. Payment of all applicable fees pursuant to the adopted fee schedule. In the event of insufficient funds on a draft, the application shall be deemed null and void;

9. Proposed applications shall be consistent with the comprehensive plan and applicable development regulations. (Ord. 03-203 § 1).

18.95.020 Applicability

A. Site plan design review shall be required prior to the issuance of construction permits in any of the following circumstances:

1. The new construction of a nonresidential building or other structure;
2. The expansion, remodel, or alteration of any building or other structure by more than five percent of its existing floor area, or overall size in cases where floor area standards are not applicable;
3. The expansion of any building or structure that creates a new dwelling unit;
4. A change of use, or where traffic, parking, noise or other impacts are greater than the impacts for the previously existing use, as determined by the director; or
5. The construction and reconstruction of driveway approaches, gates, roads, shared access facilities, alleys, and driving surfaces within ingress/egress easements.

B. The following activities shall not require site plan design review:

1. Permits authorizing residential construction for detached single-family residential use and accessory dwelling units.
2. Any activity that does not require a building permit or is not considered a change in use, as determined by the director.
3. Any activity on the exterior of a building that does not exceed a 25 percent change in any existing facade or roof form.

4. Interior ~~work that does not alter the exterior of the structure or affect parking standards as determined by the director.~~ alterations, provided that the interior alterations do not result in the following:

(a) Additional sleeping quarters or bedrooms;

(b) Nonconformity with federal emergency management agency substantial improvement thresholds; or

(c) Increase the total square footage or valuation of the structure thereby requiring upgraded fire access or fire suppression systems.

Nothing in this subsection exempts interior alterations from otherwise applicable building, plumbing, mechanical, or electrical codes. For purposes of this subsection, "interior

alterations” include construction activities that do not modify the existing site layout or its current use and involve no exterior work adding to the building footprint.

5. Normal building maintenance and repair. (Ord. 20-582 § 5; Ord. 16-469 § 2 (Exh. A); Ord. 11-360 § 3 (Exh. B)).



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-033 - Meridian Corridor Study	Agenda Item #: 2.B
	For Agenda of: 8/27/2024
	Prepared by: Jeremy Metzler
Attachments (list):	
Approval of Materials: Jeremy Metzler Rachel Pitzel, Assistant City Administrator 8/22/2024 Dave Olson 8/22/2024	Expenditure Required: N/A
	Amount Budgeted: N/A
	Timeline: 08/20/2024 SS 08/27/2024 RCM PH 09/03/2024 SS 09/10/2024 RCM

Summary Statement: The Final Report for the Meridian Corridor Study is now available for review on the City's website: www.cityofedgewood.org/414. A recap presentation was made to the City Council at last week's study session, viewable here: <https://vimeo.com/1001202169>. The following is a summary of the City Council's discussion:

- CM West touched on project prioritization and sought a better understanding of how the public's feedback informed the recommendations in the study. Chapter 2 details the public outreach and input process, including highlights of the key input received. Also outlined in the Executive Summary, under Alternative Development and Assessment, using "*input gathered from project stakeholders and community members, three design concept alternatives were developed for the Meridian corridor which would address the existing and future needs identified for the roadway*" - this process is more detailed in Chapter 5 of the study. Finally, Appendix B contains all the input received from stakeholders and through the public survey. Following Council's action on this study, staff recommends formal prioritization of the projects contained therein during the next annual update to the six-year Capital Improvement Plan.
- DM Tomin recognized the importance of completing the study and engaging the public to seek and secure regional, state, and/or federal funding for the recommended improvements.

Tonight's public hearing is for any final public input on the study before potential action by the City Council, scheduled the September 10, 2024, Regular Council Meeting.

Item History:

N/A

Recommended Action:

Public Hearing Only to receive public comment on the proposed **AB24-033** - Meridian Corridor Study

Fiscal Note/Consideration:

N/A



CITY OF EDGEWOOD

REGULAR COUNCIL MEETING AGENDA SUMMARY

Tuesday, August 13, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

Mayor Olson called the meeting to order at 7:00pm and led the attendees in the Pledge of Allegiance.

Present: Mayor Olson, Deputy Mayor Tomin, Councilmember Pazaruski, Councilmember Ramirez, Councilmember Keith, Councilmember West, Councilmember Buckley, Councilmember Southard **Staff**

Present: Assistant City Administrator Rachel Pitzel, City Clerk/HR Director Jill Schwerzler-Herrera, Finance Director Hardeep Goraya, Public Works Director Chuck Hendricksen, City Attorney Maili Barber

2 AUDIENCE COMMENT

There was no audience comment.

3 MAYOR'S REPORT

Mayor Olson read his report into the record.

4 CONSENT AGENDA:

- A. Regular City Council Meeting Minutes of July 23, 2024
- B. Review of Board/Commission Minutes
- C. **AB24-030-** a motion approving August 2024 Budgeted Expenditures as follows: AWC Employee Benefit Trust; Deferred Compensation Program; Payroll Direct Deposit; Department of Retirement Systems; and IRS 941 in the amount of \$183,621.87 and Vendor Check Numbers 26199 through 26214, with EFT and Direct Pay Payments in the amount of \$163,972.45. Total distributions submitted for review and authorization in the amount of \$347,594.32.

Motion: As read **Action:** Approved **Moved by:** Councilmember West **Seconded by:** Councilmember Keith **Motion Passed 7-0**

5 COUNCIL BUSINESS

- A. **AB24-031** - Purchase Order - Public Works Vehicle

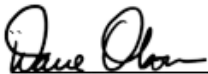
Motion: As read **Action:** Approved **Moved by:** Councilmember Keith **Seconded by:** Councilmember Pazaruski **Motion Passed 7-0**

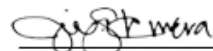
6 COUNCIL COMMENTS

Mayor Olson, Deputy Mayor Tomin, and Councilmembers Ramirez, Pazaruski, and West spoke.

7 ADJOURN

Mayor Olson adjourned the meeting at 7:19pm.


Dave Olson
Mayor


Jill Schwerzler-Herrera
City Clerk/HR Director



CITY OF EDGEWOOD

STUDY SESSION MEETING AGENDA SUMMARY

Tuesday, August 20, 2024 – 7:00 PM ♦ City Hall – 2224 104th Avenue East ♦ Edgewood, WA

1 CALL TO ORDER

Mayor Olson called the meeting to order at 7:00pm and led the attendees in the Pledge of Allegiance.

Present: Mayor Olson, Deputy Mayor Tomin, Councilmember Pazaruski, Councilmember Ramirez, Councilmember Keith, Councilmember West, Councilmember Buckley, Councilmember Southard, **Staff Present:** Assistant City Administrator Rachel Pitzel, City Clerk/HR Director Jill Schwerzler-Herrera, Community Development Director Jeremy Metzler, Finance Director Hardeep Goraya, Public Works Director Chuck Hendricksen, Police Chief Jason Youngman

2 COUNCIL BUSINESS

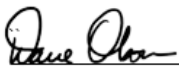
- A.** Equity, Diversity, and Inclusion (Trainings, Planning, etc.)
Deputy Mayor Tomin gave an update regarding what the subcommittee has been working on.
- B.** Meridian Corridor Study
Community Development Director Metzler gave the councilmembers a recap of the final recommendation presented to the council in April, in preparation for the following weeks' public hearing.
- C.** Encampment Policy
Chief Youngman discussed the growing challenge of unauthorized encampments on city properties, and how the adoption of this policy would aim to balance the need for public safety and property use with the provision of assistance and services to vulnerable populations, reflecting a commitment to both community well-being and lawful compliance.
- D.** Electrical Right-of-Way (ROW) Contract
Public Works Director Hendricksen brought this housekeeping item forward asking that it be placed on an upcoming consent agenda for approval.
- E.** Chrisella Rd Change Order
Public Works Director Hendricksen provided an overview of this agenda item asking that the council accept the attached change order and move it forward to an upcoming consent agenda for approval.
- F.** Interurban Trail Phase III Funding
Public Works Director Hendricksen requested the council's guidance on how they wished to move forward on this topic.
- G.** Surface Water Rate Code Update
Public Works Director Hendricksen brought this item back at the council's request for further discussion and direction. After much discussion the council requested it be brought back again in September for further deliberation.

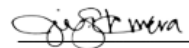
3 OTHER COUNCIL ITEMS

Mayor Olson, Deputy Mayor Tomin, Councilmembers Ramirez, Buckley, West, and Southard spoke.

4 ADJOURN

Mayor Olson adjourned the meeting at 8:38pm.


Dave Olson
Mayor


Jill Schwerzler-Herrera
City Clerk/HR Director



Voucher Directory

Fiscal: : 2024 - August
Council Date: : 2024 - August - 2nd Council Meeting

Vendor	Number	Reference	Account Number	Description	Amount
AHBL		Direct Pay Payment 8/22/2024 10:46:54 AM - 1	2024 - August - 2nd Council Meeting		
		146745			
			July Svcs-Edgewood Interurban Trail Grant Support		
			001-076-000-576-80-41-01	Professional Services	\$420.00
				Edgewood Interurban Trail Grant Support	
		Total 146745			\$420.00
		146746			
			July On-Call Consultant Services		
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	\$14,051.25
				On-Call Consultant Services	
		Total 146746			\$14,051.25
		146747			
			July Svcs-Edgewood Memory Care		
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	\$1,580.00
				Edgewood Memory Care	
		Total 146747			\$1,580.00
		Total Direct Pay Payment 8/22/2024 10:46:54 AM - 1			\$16,051.25
Total AHBL					\$16,051.25
APWA-WA Chapter					
26215			2024 - August - 2nd Council Meeting		
		conf-08192024-1437			
			2024 APWA WA Fall Conference		
			001-022-000-544-20-49-03	Registration & Training	\$550.00
				2024 APWA WA Fall Conference-J.Privett	
		Total conf-08192024-1437			\$550.00
		conf-08192024-1438			
			2024 APWA WA Fall Conference		
			001-022-000-544-20-49-03	Registration & Training	\$700.00
				2024 APWA WA Fall Conference-J.Ward	
		Total conf-08192024-1438			\$700.00
		conf-08192024-1439			
			2024 APWA WA Fall Conference		
			001-022-000-544-20-49-03	Registration & Training	\$550.00
				2024 APWA WA Fall Conference-C.Hendricksen	
		Total conf-08192024-1439			\$550.00

Vendor	Number	Reference	Account Number	Description	Amount
		conf-08192024-1440			
			2024 APWA WA Fall Conference		
			001-022-000-544-20-49-03	Registration & Training	\$700.00
				2024 APWA WA Fall Conference-T.Pettie	
		Total conf-08192024-1440			\$700.00
	Total 26215				\$2,500.00
Total APWA-WA Chapter					\$2,500.00
Bluebeam, Inc.					
	Direct Pay Payment 8/22/2024 10:46:54 AM - 2		2024 - August - 2nd Council Meeting		
	2020172				
			PO# SR-00182195 Annual Revu Renewal		
			001-018-000-518-85-49-03	Computer Subscriptions	\$2,682.04
				Annual Maintenance / License Renewals- Bluebeam Revu (14)	
	Total 2020172				\$2,682.04
	2020527				
			PO 1575210-4 Studio Prime Annual Subscription Renewal		
			001-018-000-518-85-49-03	Computer Subscriptions	\$2,576.34
				Studio Prime Annual Subscription Renewal-8/24/24-8/23/25	
	Total 2020527				\$2,576.34
	Total Direct Pay Payment 8/22/2024 10:46:54 AM - 2				\$5,258.38
Total Bluebeam, Inc.					\$5,258.38
CDW Government					
	Direct Pay Payment 8/22/2024 10:46:54 AM - 3		2024 - August - 2nd Council Meeting		
	SS79844				
			PO 2024030		
			001-018-000-518-85-49-03	Computer Subscriptions	\$3,956.04
				PO 2024030-Fortinet Yearly Software-Internal & Public Firewalls	
	Total SS79844				\$3,956.04
	SS86853				
			PO 2024030		
			001-018-000-518-85-49-03	Computer Subscriptions	\$2,246.01
				PO 2024030-Fortinet-Fotri Anyalyzer & SoC Service	
	Total SS86853				\$2,246.01
	Total Direct Pay Payment 8/22/2024 10:46:54 AM - 3				\$6,202.05
Total CDW Government					\$6,202.05
Comcast Business					
	EFT Payment 8/22/2024 10:45:12 AM - 1		2024 - August - 2nd Council Meeting		
	212681024				
			8/15-9/14/24 Svcs		
			001-018-000-518-85-42-01	Cell Phones/Internet/Telecommunications	\$786.10

Vendor	Number	Reference	Account Number	Description	Amount
				City Hall Internet	
		Total 212681024			\$786.10
		Total EFT Payment 8/22/2024 10:45:12 AM - 1			\$786.10
Total Comcast Business					\$786.10
Consolidated Press					
		Direct Pay Payment 8/22/2024 10:46:54 AM - 4		2024 - August - 2nd Council Meeting	
		32867			
			Fall 2024 Magazine		
			001-018-000-518-20-49-05	Printing & Binding-Magazine	\$1,266.37
				Fall 2024 Magazine-Postage	
		Total 32867			\$1,266.37
		Total Direct Pay Payment 8/22/2024 10:46:54 AM - 4			\$1,266.37
Total Consolidated Press					\$1,266.37
Crystal Springs					
		EFT Payment 8/22/2024 10:45:12 AM - 2		2024 - August - 2nd Council Meeting	
		15787820 080724			
			August Water Delivery		
			001-018-000-518-20-31-01	Office & Operational Supplies	\$202.45
				Water Delivery	
		Total 15787820 080724			\$202.45
		Total EFT Payment 8/22/2024 10:45:12 AM - 2			\$202.45
Total Crystal Springs					\$202.45
Dog Waste Depot					
		EFT Payment 8/22/2024 10:45:12 AM - 3		2024 - August - 2nd Council Meeting	
		724124			
			August Purchases		
			001-076-000-576-80-31-01	Operational Supplies	\$432.94
				Dog Waste Bags-30 Roll Case-(Qty 2)	
		Total 724124			\$432.94
		Total EFT Payment 8/22/2024 10:45:12 AM - 3			\$432.94
Total Dog Waste Depot					\$432.94

Vendor	Number	Reference	Account Number	Description	Amount
Good Chevrolet					
		Direct Pay Payment 8/15/2024 11:50:24 AM - 1	2024 - August - 2nd Council Meeting		
		081524-GCI			
			2020 Ford Super Duty Truck		
			501-000-000-594-48-64-03	Vehicles	\$44,839.11
			PO 2024028-VIN#1FT7W2B65LEC72612		
		Total 081524-GCI			\$44,839.11
		Total Direct Pay Payment 8/15/2024 11:50:24 AM - 1			\$44,839.11
Total Good Chevrolet					\$44,839.11
Grainger					
		EFT Payment 8/22/2024 10:45:12 AM - 4	2024 - August - 2nd Council Meeting		
		9217175380			
			August Purchases		
			410-000-000-531-38-31-01	Operational Supplies	\$159.71
			Absorbent Pads-Equipment/Vehicles-SW		
		Total 9217175380			\$159.71
		9217299917			
			August Purchases		
			001-076-000-576-80-31-01	Operational Supplies	\$54.07
			Power Connector;Wire Rope Sleeve-Parks		
		Total 9217299917			\$54.07
		9222192743			
			August Purchases		
			001-076-000-576-80-31-01	Operational Supplies	\$27.58
			Wire Rope		
		Total 9222192743			\$27.58
		Total EFT Payment 8/22/2024 10:45:12 AM - 4			\$241.36
Total Grainger					\$241.36
Gray & Osborne, Inc					
	26216		2024 - August - 2nd Council Meeting		
		9-G&O Prj. 21565.08			
			July Svcs-GSP Update-Review Comments Response & Revisions		
			401-000-000-594-35-61-01	Cap Improvements-Sewer Plan Update	\$1,983.87
			GSP Update-Review Comments Response & Revisions		
		Total 9-G&O Prj. 21565.08			\$1,983.87
		33-G&O Prj. 21621.00			
			July Svcs-Chrisella Road East Safety Improvements		
			340-000-000-595-10-63-01	Capital Improvements-Engineering	\$21,458.31
			Chrisella Road East Safety Improvements		
		Total 33-G&O Prj. 21621.00			\$21,458.31
	Total 26216				\$23,442.18
Total Gray & Osborne, Inc					\$23,442.18

Vendor	Number	Reference	Account Number	Description	Amount
Inslee, Best, Doezie & Ryder, P.S.	26217				
		423205		2024 - August - 2nd Council Meeting	
				July Services	
			001-018-000-515-41-41-01	Legal Services-External Edgewood Heights	\$1,460.00
			001-018-000-515-41-41-01	Legal Services-External Prologis Development	\$1,214.76
			001-018-000-515-41-41-01	Legal Services-External July Services	\$28,871.57
			001-018-000-515-41-41-01	Legal Services-External Suelo Marina	\$260.00
		Total 423205			\$31,806.33
	Total 26217				\$31,806.33
Total Inslee, Best, Doezie & Ryder, P.S.					\$31,806.33
Landau Associates	26218				
		0059276		2024 - August - 2nd Council Meeting	
				Prj 0495116.010-Prologis Park EIS	
			001-058-000-558-60-41-01	Professional Services-Reimbursable Prologis Park EIS-Preparation Noise Support Svcs	\$706.25
		Total 0059276			\$706.25
	Total 26218				\$706.25
Total Landau Associates					\$706.25
McKinstry Co, LLC					
	Direct Pay Payment 8/22/2024 10:46:54 AM - 5			2024 - August - 2nd Council Meeting	
	10258790				
				August Svcs WO#9952973	
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	\$290.00
		Total 10258790			\$290.00
	Total Direct Pay Payment 8/22/2024 10:46:54 AM - 5				\$290.00
Total McKinstry Co, LLC					\$290.00
Menke Jackson Beyer, LLP	26219				
		073124-MJBLLP		2024 - August - 2nd Council Meeting	
				July Services	
			001-018-000-515-41-41-01	Legal Services-External Edgewood-re Suelo Marina, LLC	\$1,402.00
		Total 073124-MJBLLP			\$1,402.00
	Total 26219				\$1,402.00
Total Menke Jackson Beyer, LLP					\$1,402.00

Vendor	Number	Reference	Account Number	Description	Amount
Morgan Sound Inc.	26220			2024 - August - 2nd Council Meeting	
		MSI			
			PO 2024020		
			001-018-000-518-85-49-03	Computer Subscriptions	\$483.34
				PO 2024020-Renewal-ProTek Camera System-Council Chambers	
		Total MSI			\$483.34
	Total 26220				\$483.34
Total Morgan Sound Inc.					\$483.34
Mt. View-Edgewood Water Co.	26221			2024 - August - 2nd Council Meeting	
		070324-MVEWC			
			PO 2024023 Water Meter Transfer-Windmill Property		
			310-000-000-594-76-61-01	Park Property	\$7,000.00
				PO 2024023 Water Meter Transfer-Windmill Property	
		Total 070324-MVEWC			\$7,000.00
	Total 26221				\$7,000.00
	EFT Payment 8/22/2024 10:45:12 AM - 5			2024 - August - 2nd Council Meeting	
		3401-15690 6/7-8/8/24			
			6/7-8/8/24 11912 18th St E		
			001-018-000-518-30-47-02	Water	\$131.00
				Nelson Farm Park	
		Total 3401-15690 6/7-8/8/24			\$131.00
		3401-19143 6/7-8/8/2024			
			6/7-8/8/24 2228 118th Ave E		
			001-018-000-518-30-47-02	Water	\$54.09
				Nelson Nature Park	
		Total 3401-19143 6/7-8/8/2024			\$54.09
		3401-2 6/7-8/8/24			
			6/7-8/8/24 11001 24th St E		
			001-018-000-518-30-47-02	Water	\$164.09
				Edgemont Park	
		Total 3401-2 6/7-8/8/24			\$164.09
	Total EFT Payment 8/22/2024 10:45:12 AM - 5				\$349.18
Total Mt. View-Edgewood Water Co.					\$7,349.18
Pape Machinery Inc.					
	Direct Pay Payment 8/22/2024 10:46:54 AM - 6			2024 - August - 2nd Council Meeting	
		15545257			
			August Purchases		
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	\$210.71

Vendor	Number	Reference	Account Number	Description	Amount
				Parts-Small Equipment Maintenance	
		Total 15545257			\$210.71
		Total Direct Pay Payment 8/22/2024 10:46:54 AM - 6			\$210.71
Total Pape Machinery Inc.					\$210.71
Pierce County Auditor's Office					
	26222			2024 - August - 2nd Council Meeting	
		CI-355643			
			Auditor Recording Fees Acct #5049		
			202-000-000-535-10-41-01	Professional Services	\$306.50
				Recording Fees-Final Judgement-Suelo Marina LID	
		Total CI-355643			\$306.50
	Total 26222				\$306.50
Total Pierce County Auditor's Office					\$306.50
Pierce County Budget & Finance Jail					
	26223			2024 - August - 2nd Council Meeting	
		CI-354790			
			June Services		
			001-021-000-523-60-41-01	Jail Services	\$650.96
				June Services	
		Total CI-354790			\$650.96
		CI-355945			
			July Services		
			001-021-000-523-60-41-01	Jail Services	\$512.22
				July Services	
		Total CI-355945			\$512.22
	Total 26223				\$1,163.18
Total Pierce County Budget & Finance Jail					\$1,163.18
Raedeke Associates, Inc.					
	Direct Pay Payment 8/22/2024 10:46:54 AM - 7			2024 - August - 2nd Council Meeting	
		61406			
			Prj 2018-097 July Services		
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$42.50
				214-1;23-1528-Pasquier-1st Review	
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$170.00
				210-1;Tyee Ranch Subdivision-1st Review	
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$85.00
				215-1;23-1299-Homestretch Preliminary Plat-1st Review	
			001-058-000-558-60-41-01	Professional Services-Reimbursable	\$42.50

Vendor	Number	Reference	Account Number	Description	Amount
			213-1;24-1026-Olympic Rockery-1st Review		
		Total 61406			\$340.00
		Total Direct Pay Payment 8/22/2024 10:46:54 AM - 7			\$340.00
Total Raedeke Associates, Inc.					\$340.00
RW Scott					
	26224			2024 - August - 2nd Council Meeting	
		PE #1-TIP #5			
			Chrisella Rd E Safety Improvements		
			340-000-000-595-80-63-01	Transportation Cap Projects	\$111,882.51
				Chrisella Rd E Safety Improvements-TIP #5 (Period 7/19-8/3/24)	
		Total PE #1-TIP #5			\$111,882.51
	Total 26224				\$111,882.51
Total RW Scott					\$111,882.51
SS Landscaping Services					
		Direct Pay Payment 8/22/2024 10:46:54 AM - 8		2024 - August - 2nd Council Meeting	
		59787			
			August Services		
			101-000-000-542-70-48-04	Roadside- ROW Veg Maint Contractor	\$2,593.21
				Landscape Maintenance Services for August	
		Total 59787			\$2,593.21
		59824			
			August Services		
			001-076-000-576-80-41-10	Parks Maintenance	\$1,548.23
				Landscape Maintenance Services for August-City Hall	
		Total 59824			\$1,548.23
	Total Direct Pay Payment 8/22/2024 10:46:54 AM - 8				\$4,141.44
Total SS Landscaping Services					\$4,141.44
Tacoma Screw Products Inc					
	26225			2024 - August - 2nd Council Meeting	
		130065499-00			
			August Purchasese		
			001-022-000-548-30-31-53	PPE-Personal Protective Equipment	\$91.55
				Disposable Nitrile Gloves-(Qty 4 boxes)	
			001-022-000-548-30-35-01	Small Tools/Minor Equipment	\$45.00
				Multi-Bit Screwdriver	
		Total 130065499-00			\$136.55
	Total 26225				\$136.55
Total Tacoma Screw Products Inc					\$136.55

Vendor	Number	Reference	Account Number	Description	Amount
The Fab Shop, LLC	26226			2024 - August - 2nd Council Meeting	
		38937			
			PO 2024026		
			001-022-000-548-30-32-02	Supplies/Parts-Vehicles & Equipment	\$4,048.15
				Safety Lighting-Vehicle #17	
		Total 38937			\$4,048.15
	Total 26226				\$4,048.15
Total The Fab Shop, LLC					\$4,048.15
Transportation Systems Inc.	26227			2024 - August - 2nd Council Meeting	
		6763			
			August Services		
			001-076-000-576-80-41-01	Professional Services	\$624.80
				Electrical Svcs-Lighting-Edgewood Park	
		Total 6763			\$624.80
	Total 26227				\$624.80
Total Transportation Systems Inc.					\$624.80
US Bank ACH/EFT					
	EFT Payment 8/22/2024 10:45:12 AM - 6			2024 - August - 2nd Council Meeting	
		080724-US Bank			
			July Safekeeping Fees		
			001-018-000-514-20-42-05	Bank & Bond Fees	\$28.00
				July Safekeeping Fees	
		Total 080724-US Bank			\$28.00
	Total EFT Payment 8/22/2024 10:45:12 AM - 6				\$28.00
Total US Bank ACH/EFT					\$28.00
US Bank Corporate Payment System					
	EFT Payment 8/22/2024 10:45:12 AM - 7			2024 - August - 2nd Council Meeting	
		072524-US BANK			
			July Statement		
			001-014-000-514-20-49-03	Registration & Training	\$595.00
				S.Goff-WFOA-Conference Registration	
			001-014-000-514-20-49-03	Registration & Training	\$35.00
				S.Goff-PSFOA-July Meeting-H.Goraya	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$110.09
				J.Bartelson-Amazon-Vacuum	
			001-018-000-518-20-31-01	Office & Operational Supplies	\$33.38
				J.Bartelson-Costco-Paper Plates	
			001-018-000-518-20-31-08	Wellness Supplies	\$35.00
				J.Bartelson-The Mediterranean-Food-Team Edge Wellness	
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$75.80
				V.Lundgren-Michaels-T-Shirts-Team Bldg Event	

Vendor	Number	Reference	Account Number	Description	Amount
			001-018-000-518-20-39-11	Teambuilding-Supplies	\$106.41
				J.Bartelson-Walmart & Dollar Tree-Misc Items-Team Bldg Event-BE Team	
			001-018-000-518-85-49-03	Computer Subscriptions	\$468.88
				M.Ray-Netflare/Scribe/Liquidfiles-Software Subscriptions	
			001-019-010-518-10-49-02	Background Checks	\$11.00
				J.S-Herrera-WATCH-WSP New Hire Background Check	
			001-019-010-518-10-49-03	Registration & Training	\$397.00
				J.S-Herrera-Bus Mgmt Daily-HR Training Workshop	
			001-019-030-514-20-49-01	Memberships & Subscriptions	\$59.88
				J.S-Herrera-BeFunky-Photo Editing Software Subscription	
			001-022-000-548-30-31-01	Operating Supplies	\$110.43
				B.Whitman-Costco-Bottled Water/Flavored Water-PW Crew	
			001-022-000-548-30-35-01	Small Tools/Minor Equipment	\$357.35
				B.Whitman-Harbor Freight-Small Tools-PW Shop	
			001-058-000-558-50-49-03	Registration & Training	\$70.00
				J.Tumelson-WABO -Summer Business Meeting	
			001-058-000-558-60-41-03	Professional Services-Non-reimbursable	\$1,118.95
				J.S-Herrera-Job Postings-Planning Manager	
			001-058-000-558-60-41-08	Legal Notices/Publications	\$165.09
				M.Dorner-Click2Mail-Public Noticing Postcards-#24-1277	
			001-076-000-576-80-31-01	Operational Supplies	\$419.11
				B.Whitman-Costco/Ferguson/Sarco-Garbage Bags; Plumbing Parts-ECP; Restroom Supplies-Parks	
			Total 072524-US BANK		\$4,168.37
			Total EFT Payment 8/22/2024 10:45:12 AM - 7		\$4,168.37
Total US Bank Corporate Payment System					\$4,168.37
Western Equipment					
	26228		2024 - August - 2nd Council Meeting		
		INV019317			
			May Services		
			001-022-000-548-30-48-06	Maintenance/Repairs-Equipment	\$170.66
				Machine Inspection-Toro 72" Mower	
			Total INV019317		\$170.66
			Total 26228		\$170.66
Total Western Equipment					\$170.66
Whistle Workwear / Workworld					
	Direct Pay Payment 8/22/2024 10:46:54 AM - 9		2024 - August - 2nd Council Meeting		
		INV2040005550			
			August Purchases		
			001-022-000-544-20-31-54	Work Clothing/Uniforms	\$39.62

Vendor	Number	Reference	Account Number	Description	Amount
				T-Shirt (Qty 1)-B.Whitman	
		Total INV2040005550			\$39.62
		Total Direct Pay Payment 8/22/2024 10:46:54 AM - 9			\$39.62
Total Whistle Workwear / Workworld					\$39.62
Witherspoon Brajcich McPhee, PLLC					
	26229			2024 - August - 2nd Council Meeting	
		100003-001M-St #3			
		July Svcs			
			001-018-000-515-41-41-14	Hearing Examiner Legal Fees	\$3,225.00
			D.E. Ross, LLC		
		Total 100003-001M-St #3			\$3,225.00
	Total 26229				\$3,225.00
Total Witherspoon Brajcich McPhee, PLLC					\$3,225.00
Grand Total		Vendor Count	31		\$273,744.78

City of Edgewood 2024

August 27th 2024 Council Meeting Check & EFT Payment Distribution Review & Authorization

Number	Name	Print Date	Amount
US Bank PAYROLL ACCOUNT DISTRIBUTION			
10611 Last Number Issued Previous Authorization			
<u>DCP EFT 8/15/24</u>	Deferred Compensation Program	8/15/2024	\$17,608.50
<u>Direct Deposit Run -</u>	Payroll Vendor	8/15/2024	\$85,944.95
<u>DRS EFT 8/15/24</u>	Dept of Retirement Systems	8/15/2024	\$18,155.48
<u>IRS 941 EFT 8/15/24</u>	IRS 941	8/15/2024	\$15,743.37
Total			\$137,452.30

Number	Name	Print Date	Amount
CLAIM VOUCHER ACCOUNT DISTRIBUTION			
26214 Last Number Issued Previous Authorization			
<u>26215</u>	APWA-WA Chapter	8/27/2024	\$2,500.00
<u>26216</u>	Gray & Osborne, Inc	8/27/2024	\$23,442.18
<u>26217</u>	Inslee, Best, Doezie & Ryder, P.S.	8/27/2024	\$31,806.33
<u>26218</u>	Landau Associates	8/27/2024	\$706.25
<u>26219</u>	Menke Jackson Beyer, LLP	8/27/2024	\$1,402.00
<u>26220</u>	Morgan Sound Inc.	8/27/2024	\$483.34
<u>26221</u>	Mt. View-Edgewood Water Co.	8/27/2024	\$7,000.00
<u>26222</u>	Pierce County Auditor's Office	8/27/2024	\$306.50
<u>26223</u>	Pierce County Budget & Finance Jail	8/27/2024	\$1,163.18
<u>26224</u>	RW Scott	8/27/2024	\$111,882.51
<u>26225</u>	Tacoma Screw Products Inc	8/27/2024	\$136.55
<u>26226</u>	The Fab Shop, LLC	8/27/2024	\$4,048.15
<u>26227</u>	Transportation Systems Inc.	8/27/2024	\$624.80
<u>26228</u>	Western Equipment	8/27/2024	\$170.66
<u>26229</u>	Witherspoon Brajcich McPhee, PLLC	8/27/2024	\$3,225.00
<u>Direct Pay Payment</u>	Good Chevrolet	8/27/2024	\$44,839.11
<u>Direct Pay Payment</u>	AHBL	8/27/2024	\$16,051.25
<u>Direct Pay Payment</u>	Bluebeam, Inc.	8/27/2024	\$5,258.38
<u>Direct Pay Payment</u>	CDW Government	8/27/2024	\$6,202.05
<u>Direct Pay Payment</u>	Consolidated Press	8/27/2024	\$1,266.37
<u>Direct Pay Payment</u>	McKinstry Co, LLC	8/27/2024	\$290.00
<u>Direct Pay Payment</u>	Pape Machinery Inc.	8/27/2024	\$210.71
<u>Direct Pay Payment</u>	Raedeke Associates, Inc.	8/27/2024	\$340.00
<u>Direct Pay Payment</u>	SS Landscaping Services	8/27/2024	\$4,141.44
<u>Direct Pay Payment</u>	Whistle Workwear / Workworld	8/27/2024	\$39.62
<u>EFT Payment 8/22/2024</u>	Comcast Business	8/27/2024	\$786.10
<u>EFT Payment 8/22/2024</u>	Crystal Springs	8/27/2024	\$202.45
<u>EFT Payment 8/22/2024</u>	Dog Waste Depot	8/27/2024	\$432.94
<u>EFT Payment 8/22/2024</u>	Grainger	8/27/2024	\$241.36
<u>EFT Payment 8/22/2024</u>	Mt. View-Edgewood Water Co.	8/27/2024	\$349.18
<u>EFT Payment 8/22/2024</u>	US Bank ACH/EFT	8/27/2024	\$28.00
<u>EFT Payment 8/22/2024</u>	US Bank Corporate Payment System	8/27/2024	\$4,168.37

Total Claims Voucher Distribution	\$273,744.78
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Total Distribution Submitted for Review & Authorization	\$ 411,197.08
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Authorization Adjustments:

Total Distribution Net of Prior Authorized Adjustments	\$ 411,197.08
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Claims Voucher Approval: I, 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, that any advance payment is due and payable pursuant to a contract or is available as an option for full or partial fulfillment of a contractual obligation, and that the claim is a just, due and unpaid obligation against the City of Edgewood, and that I am authorized to authenticate and certify to said claim.

Accounting Manager, Stephanie Goff

Mayor, Dave Olson

Council Member



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0738 - Resolution 24-0738, Electrical Right-of-Way (ROW) Contract	Agenda Item #: 5.D
	For Agenda of: 8/27/2024
	Prepared by: Chuck Hendricksen
Attachments (list): 1. Resolution 24-0738 First Amendment to Transportation Systems Inc. On call 2. SIGNED_Transportation Systems Electrician	
Approval of Materials: Chuck Hendricksen Rachel Pitzel, Assistant City Administrator 8/22/2024 Dave Olson 8/23/2024	Expenditure Required:
	Amount Budgeted:
	Timeline: 8/20/2024 Study Session Discussion 8/27/2024 RCM Under Consent Agenda

Summary Statement:

Public Works is asking for council's approval for the mayor to sign an extension of the Electrical Right of Way Contract through the end of the calendar year. Similar to the other on-call contracts, the council approved in June. This is a housekeeping item to maintain an electrical ROW contractor through the end of the year.

Item History:

Recommended Action:

MOTION to adopt **AB24-0738** - Resolution 24-0738, Electrical Right-of-Way (ROW) Contract

Fiscal Note/Consideration:

RESOLUTION NO. 24-0738

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE THE FIRST AMENDMENT TO THE CURRENT ON-CALL CONSULTANT SERVICES CONTRACT BETWEEN TRANSPORTATION SYSTEMS, INC., AND THE CITY OF EDGEWOOD.

WHEREAS, the City of Edgewood (“City”) and Transportation Systems, Inc. currently have a On Call Small Works Contract for the purposes of allowing the Consultant to perform on call citywide electrician services, as described therein, in an amount not to exceed \$300,000.00, over three years. The terms allowed for an option, exercisable by the City, of a one year renewal term.; and

WHEREAS, the City has recently hired new staff and a Director, who will need time to adjust to their new responsibilities and manage the competitive bidding processes, while also addressing the backlog resulting from the loss of key members of the City’s professional team; and

WHEREAS, the City has existing on-call contracts that meet all bidding requirements that are scheduled to sunset this coming August and determined extending them an additional year does not violate any state spending requirements; and

WHEREAS, the original contract contemplated options for a one-year extension, and since the City has still spent under the monetary threshold, extending the on-call contracts for an additional twelve months past the first one year extension is needed and in line with the original spirit of the contract; and

WHEREAS, the existing on-call contract listed in Exhibit A can be amended by agreement with the Consultant to extend the availability for one-year extensions, thus increasing the contract duration without exceeding the provided value;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Authorizing the Mayor to Execute First Amendment to the Transportation Systems, Inc. Contract. The Mayor is hereby authorized to execute the First Amendment to the On Call Small Works Contract between Transportation Systems, Inc. and the City of Edgewood dated August 12, 2020, as Exhibit A and incorporated herein by this reference.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 27th DAY OF AUGUST 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A

First Amendment to the August 12, 2020, On Call Consultant Services Contract with
Transportation Systems, Inc.

**FIRST AMENDMENT TO THE
ON-CALL CONSULTANT SERVICES CONTRACT
BETWEEN THE CITY OF EDGEWOOD
AND TRANSPORTATION SYSTEMS, INC.**

Section I. Date and Parties.

This document ("First Amendment"), is dated the 1ST day of August, 2024, and is entered into by and between the CITY OF EDGEWOOD, a Washington municipal corporation ("City") and TRANSPORTATION SYSTEMS, INC. ("Consultant"). This First Amendment modifies the On Call Consultant Services Contract dated August 12, 2020, by and between the City and Consultant (the "Contract").

Section II. General Recitals.

A. The City and Consultant entered into the Contract for the purposes of allowing the Consultant to perform on-call citywide electrician services, as described therein, in an amount not to exceed \$300,000.00, over three years. The term allowed for an option, exercisable by the City, of a one year renewal term.

B. The City administratively exercised their option for a one year extension of the Aug 12, 2020 contract.

C. The current contract is set to expire on August 12, 2024. Due to the City losing critical members of its professional team and the resulting backlog of necessary work, an extension of this contract is required. Therefore, an amendment to the contractual term outlined in Section 12, Term and Termination of Contract, is necessary.

D. To support the City with continued on-call electrician services, the parties have now agreed to amend the Contract as set forth in this First Amendment.

E. The City of Edgewood Resolution No. 20-0514 and the On Call Small Works Contract dated August 12, 2020, by and between the City and the Consultant is attached as **Attachment A**.

Section III. Amendments to the Contract.

A. Section 12 Term and Termination of Contract. Section 12 of the original Contract is hereby amended and is to read as follows, with deletions indicated by strikethrough and additions indicated by underline.

Term and Termination of Contract. This Agreement shall be valid for a period of three (3) years from the date of mutual execution, with an option, exercisable by the City, of a one (1) year renewal term(s), or upon the Contractor completing \$300,000 worth of Work under this Contract, whichever occurs first. Further, this Contract may be terminated by the City at any time upon the

default of the Contractor or upon public convenience, in which Contractor shall be entitled to just and equitable compensation for any satisfactory work completed prior to the date of termination. Contractor shall not be entitled to any reallocation of cost, profit or overhead. Contractor shall not in any event be entitled to anticipated profit on work not performed because of such termination. Contractor shall use its best efforts to minimize the compensation payable under this Contract in the event of such termination. If the contract is terminated for default, Contractor shall not be entitled to receive any further payments under the Contract until all work called for has been fully performed. Any extra cost or damage to the City resulting from such default(s) shall be deducted from any money due or coming due to Contractor. Contractor shall bear any extra expenses incurred by the City in completing the work, including all increased costs for completing the work, and all damage sustained, or which may be sustained by the City by reason of such default.

Section IV. Other Terms Unchanged. This First Amendment is intended to modify the terms and conditions of the original Contract only insofar as such modifications are set forth in this Amendment; all other provisions shall remain unchanged and in full effect. In the case of any conflict between the terms of the Contract and First Amendment, the provisions of this First Amendment shall control.

DATED: This 1ST day of August, 2024.

CITY OF EDGEWOOD

CONSULTANT

By: _____

By: Debbie Pierson
Printed Name: Debbie Pierson

Its: Mayor, Dave Olson

Its: Project Manager

Date: _____

Date: August 16, 2024

ATTEST:

City Clerk, Jill Schwerzler-Herrera

APPROVED AS TO FORM:

Maili C. Barber
City Attorney, Maili C. Barber

ATTACHMENT A

The City of Edgewood Resolution No. 20-0514 and the On Call Small Works Contract dated August 12, 2020, by and between the City and Transportation Systems, Inc.



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-035 - Chrisella Rd Change Order	Agenda Item #: 5.E
	For Agenda of: 8/27/2024
	Prepared by: Chuck Hendricksen
Attachments (list): 1. CO 1 - Chrisella 2024-06-17 - 1 sig	
Approval of Materials: Chuck Hendricksen Rachel Pitzel, Assistant City Administrator 8/22/2024 Dave Olson 8/22/2024	Expenditure Required: \$106,232.98 (Cities portion)
	Amount Budgeted: N/A
	Timeline: 08/20/2024 – SS Discussion 08/27/2024 - RCM Action Under Consent Agenda

Summary Statement:

The City Council authorized the Chrisella Road Safety Improvements Contract on January 9, 2024 by passing Resolution 24-0699. City staff have been working with the contractor, R.W. Scott Construction Company (RW Scott), since contract authorization to prepare for the work, and they have just recently mobilized to the site due to the ongoing relocation of natural gas transmission lines by Puget Sound Energy (PSE).

Because of this extensive buried utility work and the impact it has had on the road way surface, staff found an opportunity to coordinate the restoration of Chrisella Road for both efforts under the City's project. Attached is a change order that incorporates the restoration work from PSE's effort into the City's contract with RW Scott. While this additional pavement work is not eligible for reimbursement under the federal grant program that is funding this project, staff believes this is still an excellent opportunity to very efficiently maximize the public's investment in Chrisella Road for years to come. Staff is seeking Council's acceptance of the attached change order this evening so RW Scott can proceed with the work during this construction season.

Item History:

Recommended Action:

MOTION to adopt AB24-035 - Chrisella Rd Change Order

Fiscal Note/Consideration:

The total contract increase under this change order is \$275,723.96, of which PSE is contributing \$169,490.98. The remaining \$106,232.98 will be paid for with local funds, as it is not eligible for reimbursement under the federal grant, and those funds will come from REET.



Change Order

Contract Number TA7187	Contract Title Chrisella Road E Safety Improvements	Federal Aid Number 3209(007)
Change Order Number 1	Change Description HMA Overlay and updated BABA GSP	Date 6/17/24
Prime Contractor / Design-Builder R.W. Scott Construction		

☒ Ordered by Engineer under the terms of Section 1-04.4 of the Standard Specifications

☐ Change proposed by Contractor / Design-Builder

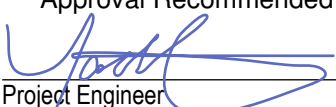
Change Description

Furnish and install a 2-inch thick HMA overlay within the project limits Sta 11+10 to Sta 56+75. Adjust castings to grade and install driveway and intersection approach grinding on the west side of the road within these limits.

Replace Section 1-06.2.Opt2(A).GR1 dated June 6, 2023 in the Special Provisions with the current version dated December 20, 2023.

Verbal Approval Given By	Verbal Approval Date	Working Days +/- 5
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Original Contract Amount \$1,324,612.79	Current Contract Amount \$1,324,612.79	Est. Net Change This C.O. +\$275,723.96	Est. Contract Amount \$1,600,336.75
--	---	--	--

Approval Recommended  Project Engineer 6/17/2024 Date	Approved	Approved
		Approving Authority per C.A. Agreement
		Date
Approval Recommended		Other Approval As Required
By Prime Contractor		Signature
Date		Date
		Representing

Contract Number TA7187	Contract Title Chrisella Road E Safety Improvements	Change Order Number 1
Change Description Cont. See attachment		

CHANGE ORDER NO. 1

Project Title Chrisella Road E Safety Improvements

Owner City of Edgewood **Contractor Name** R.W. Scott Construction

Change Order No. 1 **Contractor Address** 4005 W Valley Hwy N, Suite A
Auburn, WA 98001

Change Order Date June 17, 2024

Federal Contract No. TA 7187 **Federal Aid No.** HSIP 3209(007)

G&O No. 21621

The following changes are hereby made to the Contract Documents:

ITEM NO. 1:

The Contractor is directed to make the following changes:

Delete General Special Provision (GSP) Section 1-06 Opt 2(A) Build America/Buy America dated June 6, 2023, and replace it the current GSP dated December 20, 2023, attached.

This is a no cost item.

ITEM NO. 2:

The Contractor is directed to make the following changes:

Furnish and install a 2-inch thick HMA overlay over both travel lanes on Chrisella Road East within the project limits, as shown on the attached revised typical section. Perform a tapered plan on the existing paved driveway approaches and intersection approaches on the west side of the road within the project limits as shown on the attached planing detail. Adjust existing castings within the travel lanes to the new finished grade per the plans.

Payment performing the additional work will be paid via new and existing unit contract items:

Item No.	Description	Qty Change	Unit	Contract Price	Amount
7	Flaggers	108	HR	\$119.93	\$12,952.44
8	Other Traffic Control Labor	24	HR	\$119.93	\$2,878.32
12	Portable Changeable Message Sign	1152	HR	\$0.60	\$691.20
21	Crushed Surfacing Base Course	120	TN	\$37.00	\$4,440.00
36	Bank Run Gravel for Trench Backfill	200	TN	\$32.76	\$6,552.00

54	Removing Plastic Line	-4380	LF	\$2.50	-\$10,950.00
*57	HMA CI 1/2" PG 58H-22 for Overlay	1400	TN	\$165.00	\$231,000.00
*58	Planinng Bituminous Pavement	1680	SY	\$12.00	\$20,160.00
*59	Adjust Monument Case to Grade	1	EA	\$2,500.00	\$2,500.00
*60	Traffic Control Supervisor - CO No 1 Work	1	LS	\$5,500.00	\$5,500.00
Total Cost Change Order No 1					\$275,723.96

* New Contract Item

(December 20, 2023)

General Requirements

In accordance with Buy America Preferences for Infrastructure Projects requirements contained in 2 CFR 184 and Division G, Title IX - Build America, Buy America Act (BABA), of Public Law 117-58 (Infrastructure Investment and Jobs Act), the following materials must be American-made:

1. All steel and iron used in the project are produced in the United States. This means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States.
2. All manufactured products used in the project are produced in the United States. This means the manufactured product was manufactured in the United States, and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation.
3. All construction materials are manufactured in the United States. This means that all manufacturing processes for the construction material occurred in the United States.

An article, material, or supply will be classified in one of three categories: 1) Steel and Iron, 2) Manufactured Product or 3) Construction Material. Only a single category will apply to an item and be subject to the requirements of the BABA requirements of that category. Some contract items are composed of multiple parts that may fall into different categories. Individual components will be categorized as a construction material, manufactured product, or steel and iron based on their composition when they arrive at the staging area or work site. When steel or iron are a component of a manufactured product or construction material, the steel and iron components will be subject to "Steel and Iron Requirements" of this Specification.

Definitions

1. Construction Material: Defined as any article, material, or supply brought to the construction site for incorporation into the final product. Construction materials include an article, material, or supply that is or consists primarily of:
 - a. Non-ferrous metals including all manufacturing processes, from initial smelting or melting through final shaping, coating, and assembly;
 - b. Plastic and polymer-based products including all manufacturing processes, from initial combination of constituent plastic or polymer-based inputs, or, where applicable, constituent composite materials, until the item is in its final form);
 - c. Glass including all manufacturing processes, from initial batching and melting of raw materials through annealing, cooling, and cutting);
 - d. Fiber optic cable (includes drop cable) including all manufacturing processes, from initial ribboning (if applicable), through buffering, fiber stranding and jacketing, (fiber optic cable also includes the standards for glass and optical fiber);

- 1
2 e. Optical fiber including all manufacturing processes, from the initial preform
3 fabrication stage, through the completion of the draw;
4
5 f. Lumber including all manufacturing processes, from initial debarking through
6 treatment and planing;
7
8 g. Drywall including all manufacturing processes, from initial blending of mined or
9 synthetic gypsum plaster and additives through cutting and drying of
10 sandwiched panels; or
11
12 h. Engineered wood including all manufacturing processes from the initial
13 combination of constituent materials until the wood product is in its final form.
14

15 Construction Materials do not include items of primarily iron or steel; manufactured
16 products; cement and cementitious materials; aggregates such as stone, sand, or
17 gravel; or aggregate binding agents or additives.
18

19 If a Construction Material is not manufactured in the United States it shall be
20 considered a Foreign Construction Material.
21

- 22 2. Manufactured Product: A Manufactured product includes any item produced as a
23 result of the manufacturing process. Items that consist of two or more of the listed
24 construction materials that have been combined together through a manufacturing
25 process, and items that include at least one of the listed materials combined with a
26 material that is not listed through a manufacturing process, should be treated as
27 manufactured products, rather than as construction materials.
28
29 3. Manufactured in the United States: A construction material will be considered as
30 manufactured in the United States if all manufacturing processes have occurred in
31 the United States.
32
33 4. Structural Steel: Defined as all structural steel products included in the project.
34
35 5. United States: To further define the coverage, a domestic product is a manufactured
36 steel construction material that was produced in one of the 50 states, the District of
37 Columbia, Puerto Rico, or in the territories and possessions of the United States.
38

39 ***Steel and Iron Requirements***

40 Major quantities of steel and iron construction materials that are permanently incorporated
41 into the project shall consist of American-made materials only. BABA requirements do not
42 apply to temporary steel or iron items, e.g., temporary sheet piling, temporary bridges,
43 steel scaffolding and falsework.
44

45 Minor amounts of foreign steel and iron may be utilized in this project provided the cost
46 of the foreign material used does not exceed one-tenth of one percent of the total contract
47 cost or \$2,500.00, whichever is greater.
48

49 American-made material is defined as material having all manufacturing processes
50 occurring domestically.
51

1 If domestically produced steel billets or iron ingots are exported outside of the area of
2 coverage, as defined above, for any manufacturing process then the resulting product
3 does not conform to the BABA requirements. Additionally, products manufactured
4 domestically from foreign source steel billets or iron ingots do not conform to the BABA
5 requirements because the initial melting and mixing of alloys to create the material
6 occurred in a foreign country.

7
8 Manufacturing begins with the initial melting and mixing and continues through the coating
9 stage. Any process which modifies the chemical content, the physical size or shape, or
10 the final finish is considered a manufacturing process. The processes include rolling,
11 extruding, machining, bending, grinding, drilling, welding, and coating. The action of
12 applying a coating to steel or iron is deemed a manufacturing process. Coating includes
13 epoxy coating, galvanizing, aluminizing, painting, and any other coating that protects or
14 enhances the value of steel or iron. Any process from the original reduction from ore to
15 the finished product constitutes a manufacturing process for iron.

16
17 Due to a nationwide waiver, BABA requirements do not apply to raw materials (iron ore
18 and alloys), scrap (recycled steel or iron), and pig iron ore processed, pelletized, and
19 reduced iron ore.

20
21 The following are considered to be steel manufacturing processes:

- 22
23 1. Production of steel by any of the following processes:
24
25 a. Open hearth furnace.
26
27 b. Basic oxygen.
28
29 c. Electric furnace.
30
31 d. Direct reduction.
32
33 2. Rolling, heat treating, and any other similar processing.
34
35 3. Fabrication of the products:
36
37 a. Spinning wire into cable or strand.
38
39 b. Corrugating and rolling into culverts.
40
41 c. Shop fabrication.

42
43 A certification of materials origin will be required for all items comprised of, or containing,
44 steel or iron construction materials prior to such items being incorporated into the
45 permanent work. The Contractor will not receive payment until the certification is received
46 by the Engineer. The certification shall be on WSDOT Form 350-109 provided by the
47 Engineer, or such other form the Contractor chooses, provided it contains the same
48 information as WSDOT Form 350-109.
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ABBREVIATIONS

AC	ASBESTOS CEMENT PIPE
ADJ	ADJUST
ALT	ALTERNATE
ALUM	ALUMINUM
ANSI	AMERICAN NATIONAL STANDARDS INSTITUTE
AP	ANGLE POINT
ASPH	ASPHALT
ASSY	ASSEMBLY
ASTM	AMERICAN SOCIETY OF TESTING AND MATERIALS
AVE	AVENUE
BF	BLIND FLANGE
BLDG	BUILDING
BLK	BLOCK
BO	BLOW OFF
BOP	BEGINNING OF PROJECT
BVCE	BEGIN VERTICAL CURVE ELEVATION
BVCS	BEGIN VERTICAL CURVE STATION
C	CONDUIT
CAP	CORRUGATED ALUMINUM PIPE
CB	CATCH BASIN
CF	CUBIC FEET
CFS	CUBIC FEET PER SECOND
CICL	CAST IRON CLASS
CLR	CLEARANCE
CMP	CORRUGATED METAL PIPE
CO	CLEANOUT
CONC	CONCRETE
CONN	CONNECTION
CONT	CONTINUED/CONTINUOUS
CPEP	CORRUGATED POLYETHYLENE PIPE
CPLG	COUPLING
CTR	CENTER
CY	CUBIC YARD
¢	CENTER LINE
D	DRAIN
DC	DEGREE OF CURVATURE
DI	DUCTILE IRON
DIA	DIAMETER
DIM	DIMENSION
DOT	DEPARTMENT OF TRANSPORTATION
DWGS	DRAWING(S)
E	EAST
EA	EACH
EL	ELEVATION
ELEC	ELECTRICAL
EOA	EDGE OF ASPHALT
EOP	END OF PROJECT
EVGE	END VERTICAL CURVE ELEVATION
EVCS	END VERTICAL CURVE STATION
EXIST	EXISTING
FIG	FIGURE
FIN	FINISHED
FL	FLANGE
FT	FEET
GA	GAUGE
GALV	GALVANIZED
GI	GALVANIZED IRON
GV	GATE VALVE
HDPE	HIGH DENSITY POLYETHYLENE PIPE
ID	INSIDE DIAMETER
IE	INVERT ELEVATION
IN	INCH
INV	INVERT
L	LENGTH
LB	POUND
LF	LINEAR FEET
MAX	MAXIMUM
MFR	MANUFACTURER
MH	MANHOLE
MIN	MINIMUM
MISC	MISCELLANEOUS
MJ	MECHANICAL JOINT
N	NORTH
NO	NUMBER
NTS	NOT TO SCALE
OC	ON CENTER
OD	OUTSIDE DIAMETER
PC	POINT OF CURVATURE
PE	PLAIN END
PERF	PERFORATED
PI	POINT OF INTERSECTION
PP	POWER POLE
PT	POINT OF TANGENCY
PVC	POLYVINYL CHLORIDE
PVI	POINT OF VERTICAL INTERSECTION
PVMT	PAVEMENT
PVT	POINT OF VERTICAL TANGENT
QTY	QUANTITY
R	RADIUS
R/W	RIGHT-OF-WAY
RED	REDUCER
REINF	REINFORCE
REQD	REQUIRED
RET	RETAINING
RR	RAILROAD
S	SOUTH
SCH	SCHEDULE
SF	SQUARE FEET
SHT	SHEET
SL	SLOPE
SPECS	SPECIFICATIONS
SQ	SQUARE
STA	STATION
STD	STANDARD
TB	THRUST BLOCK
TC	TOP OF CURB
TEL	TELEPHONE
TESC	TEMPORARY EROSION AND SEDIMENT CONTROL
THRD	THREADED
THRU	THROUGH
TYP	TYPICAL
VERT	VERTICAL
W	WEST
WI	WITH
WO	WITHOUT
WSDOT	WASHINGTON STATE DEPARTMENT OF TRANSPORTATION

LINETYPES

EXISTING	PROPOSED	DESCRIPTION
SURFACE FEATURES		
		CURB (TYPE AS NOTED)
		CURB & GUTTER
		ASPHALT PAVEMENT PATCH AND OVERLAY
		GRAVEL SURFACING
		CONCRETE SURFACING
		CEMENT CONC. SIDEWALK
		PAVEMENT PLANING
		ASPHALT OVERLAY
SURVEY		
		GUARD RAIL
		FENCE/RAILING (TYPE AS NOTED)
		FENCE WITH GATE
		SHRUB/TREE/VEGETATION LINE
		EDGE OF LANDSCAPING
		SILT FENCE
UTILITIES		
		OVERHEAD UTILITIES
		TRAFFIC SIGNALS SPAN WIRE
		BURIED ELECTRICAL
		BURIED TELEPHONE/COMMUNICATIONS
		BURIED COMMUNICATIONS
		BURIED CABLE TELEVISION
		BURIED FIBER-OPTIC LINE
		JOINT TRENCH
		GAS MAIN (SIZE AS NOTED)
		WATER MAIN (SIZE AS NOTED)
		RECLAIMED WATER MAIN (SIZE AS NOTED)
		IRRIGATION LINE (4" OR LARGER, SIZE NOTED)
		SANITARY SEWER MAIN (SIZE AS NOTED)
		SANITARY SEWER FORCE MAIN (SIZE AS NOTED)
		STORM DRAIN (SIZE AS NOTED)
		UNDERDRAIN (SIZE AS NOTED)
		CULVERT (SIZE & TYPE AS NOTED)
		DITCH CENTERLINE/THALWEG

WATER SYMBOLS

EXISTING	PROPOSED	DESCRIPTION
		FIRE HYDRANT (2-NOZZLE)
		FIRE HYDRANT (3-NOZZLE)
		WATER METER
		WATER VALVE
		WATER VAULT (SIZE VARIES)

GAS/POWER/TELEPHONE SYMBOLS

EXISTING	PROPOSED	DESCRIPTION
		GAS METER
		GAS VALVE
		PAD MOUNT TRANSFORMER
		POWER VAULT (SIZE VARIES)
		TRANSMISSION TOWER
		UTILITY POLE
		UTILITY POLE ANCHOR
		UTILITY PEDESTAL
		TELEPHONE VAULT (SIZE VARIES)

SANITARY/STORM SEWER SYMBOLS

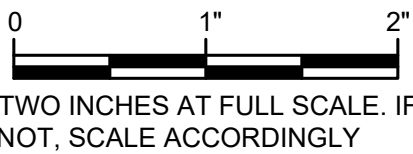
EXISTING	PROPOSED	DESCRIPTION
		STORM DRAIN MANHOLE/TYPE 2 CATCH BASIN (ACTUAL DIMENSION SHOWN FOR PROPOSED)
		STORM DRAIN CATCH BASIN, CONCRETE INLET, OR YARD/AREA DRAIN (ACTUAL DIMENSION SHOWN FOR PROPOSED)
		SANITARY SEWER MANHOLE (ACTUAL DIMENSION SHOWN FOR PROPOSED)
		CLEAN OUT (SAN. SEWER OR STORM)

SURFACE FEATURES/LANDSCAPING

EXISTING	PROPOSED	DESCRIPTION
		BUILDING
		BUILDING EAVES
		MAIL BOX (NOTED)
		SIGN
		FLEXIBLE GUIDE POST/DELINEATOR
		TREE STUMP
		RIP RAP
		ROCK WALL
		MODULAR BLOCK WALL
		SEGMENTAL BLOCK WALL
		SHRUB
		TREE (CONIFER)
		TREE (DECIDUOUS)

GENERAL NOTES:

- ALL MATERIALS AND WORKMANSHIP SHALL BE FURNISHED AND SUPPLIED IN ACCORDANCE WITH THE 2023 WASHINGTON STATE DEPARTMENT OF TRANSPORTATION STANDARD SPECIFICATIONS FOR ROAD, BRIDGE AND MUNICIPAL CONSTRUCTION AND THESE CONTRACT DOCUMENTS UNLESS OTHERWISE SPECIFICALLY NOTED.
- THE CONTRACTOR SHALL BE RESPONSIBLE TO CONTACT AND COORDINATE WITH ALL UTILITY COMPANIES IN ORDER TO ASSURE THAT ALL LINES, PIPES, POLES AND OTHER APPURTENANCES ARE PROPERLY LOCATED, SECURED, AND/OR PROTECTED. BURIED UTILITIES (WHERE KNOWN) ARE SHOWN IN THEIR APPROXIMATE LOCATION. THE CONTRACTOR SHALL HAVE UTILITIES VERIFIED ON THE GROUND PRIOR TO ANY CONSTRUCTION. NOTIFY THE UNDERGROUND UTILITIES LOCATE CENTER: CALL #811.
- THE CONTRACTOR SHALL HAVE A COPY OF THESE PLANS, ANY ADDENDA, CHANGE ORDERS AND THE CONTRACT SPECIFICATIONS ON THE JOB SITE WHENEVER CONSTRUCTION IS IN PROGRESS.
- THE CONTRACTOR SHALL PROMPTLY NOTIFY THE ENGINEER IN THE EVENT OR DISCOVERY OF UNSUITABLE SOILS OR HIGH GROUND WATER CONDITIONS OR DISCREPANCIES FROM THE PLANS.
- WHEREVER PLANS REFER TO "SAWCUT" OF ASPHALT CONCRETE PAVEMENT OR OIL MAT, OR CONCRETE SURFACE, THE CONTRACTOR SHALL PERFORM A "NEAT LINE CUT" PER SPECIFICATIONS.
- THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL TRAFFIC CONTROL IN ACCORDANCE WITH MUTCD. PRIOR TO DISTRUPTION OF ANY TRAFFIC, TRAFFIC CONTROL PLANS SHALL BE PREPARED AND SUBMITTED TO THE TOWN FOR APPROVAL. NO WORK SHALL COMMENCE UNTIL ALL APPROVED TRAFFIC CONTROL IS IN PLACE.
- PROTECTION OF THE ENVIRONMENT: NO CONSTRUCTION RELATED ACTIVITY SHALL CONTRIBUTE TO THE DEGRADATION OF THE ENVIRONMENT, ALLOW MATERIAL TO ENTER SURFACE OR GROUND WATERS, OR ALLOW PARTICULATE EMISSIONS TO THE ATMOSPHERE, WHICH EXCEED STATE OR FEDERAL STANDARDS. ANY ACTIONS THAT POTENTIALLY ALLOW A DISCHARGE TO STATE WATERS MUST HAVE PRIOR APPROVAL OF THE WASHINGTON STATE DEPARTMENT OF ECOLOGY.



Gray & Osborne, Inc.
CONSULTING ENGINEERS
1100 RANIER AVENUE SOUTH, SUITE 300
SEATTLE, WASHINGTON 98148 • (206) 824-0860

DATE: JAN 2024	DRAWN: RAH	CHECKED: BJB	APPROVED: TLS
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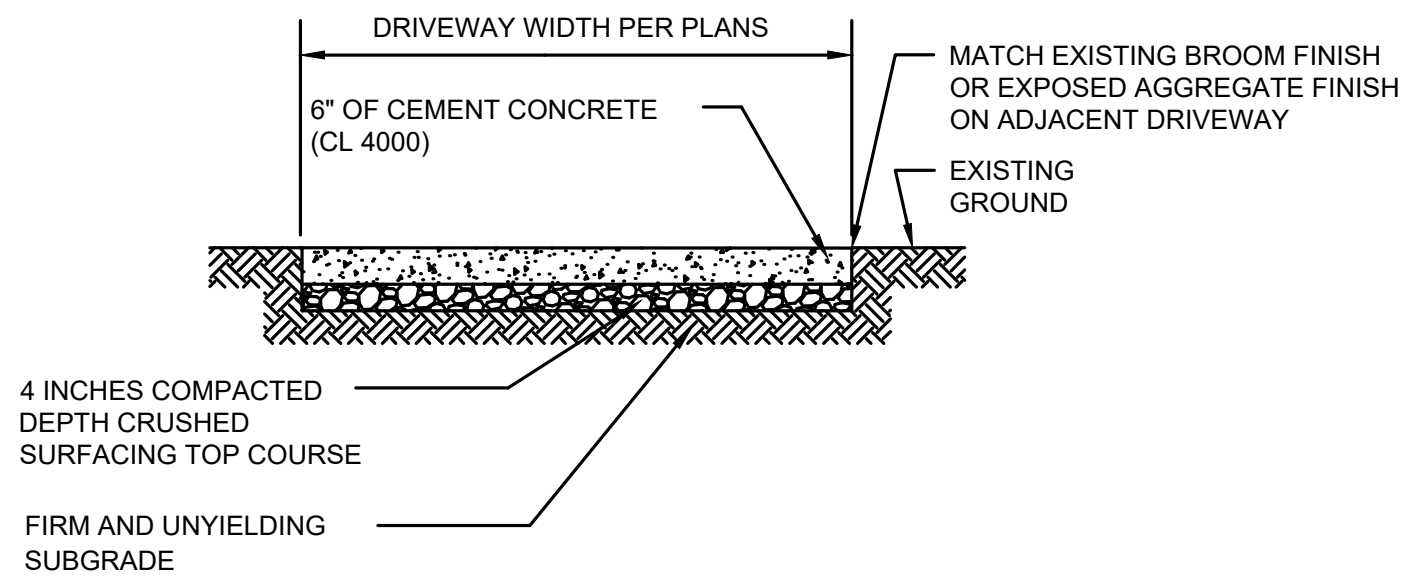
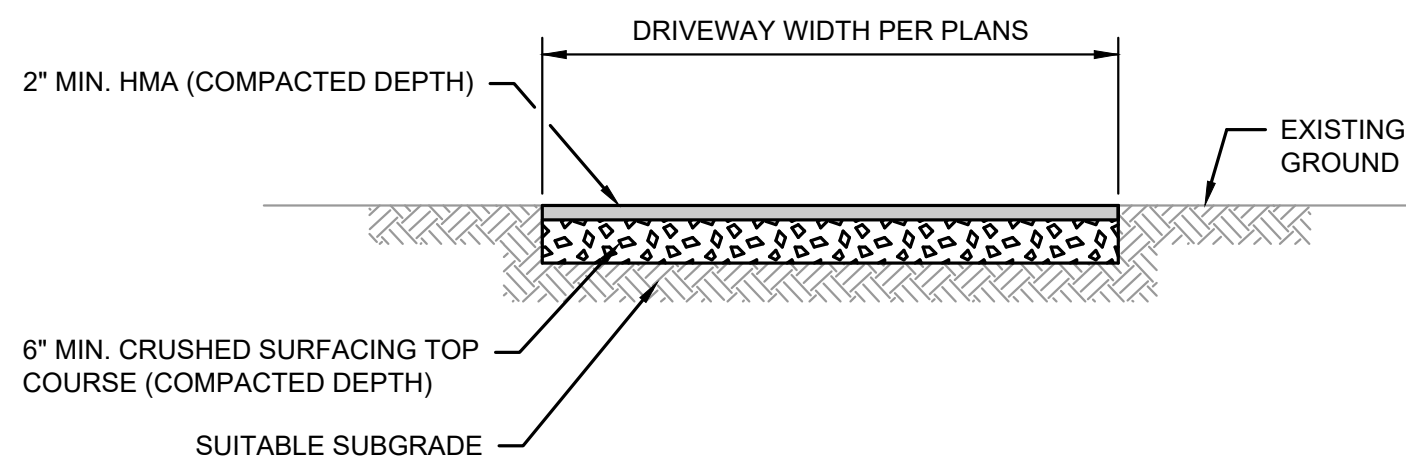
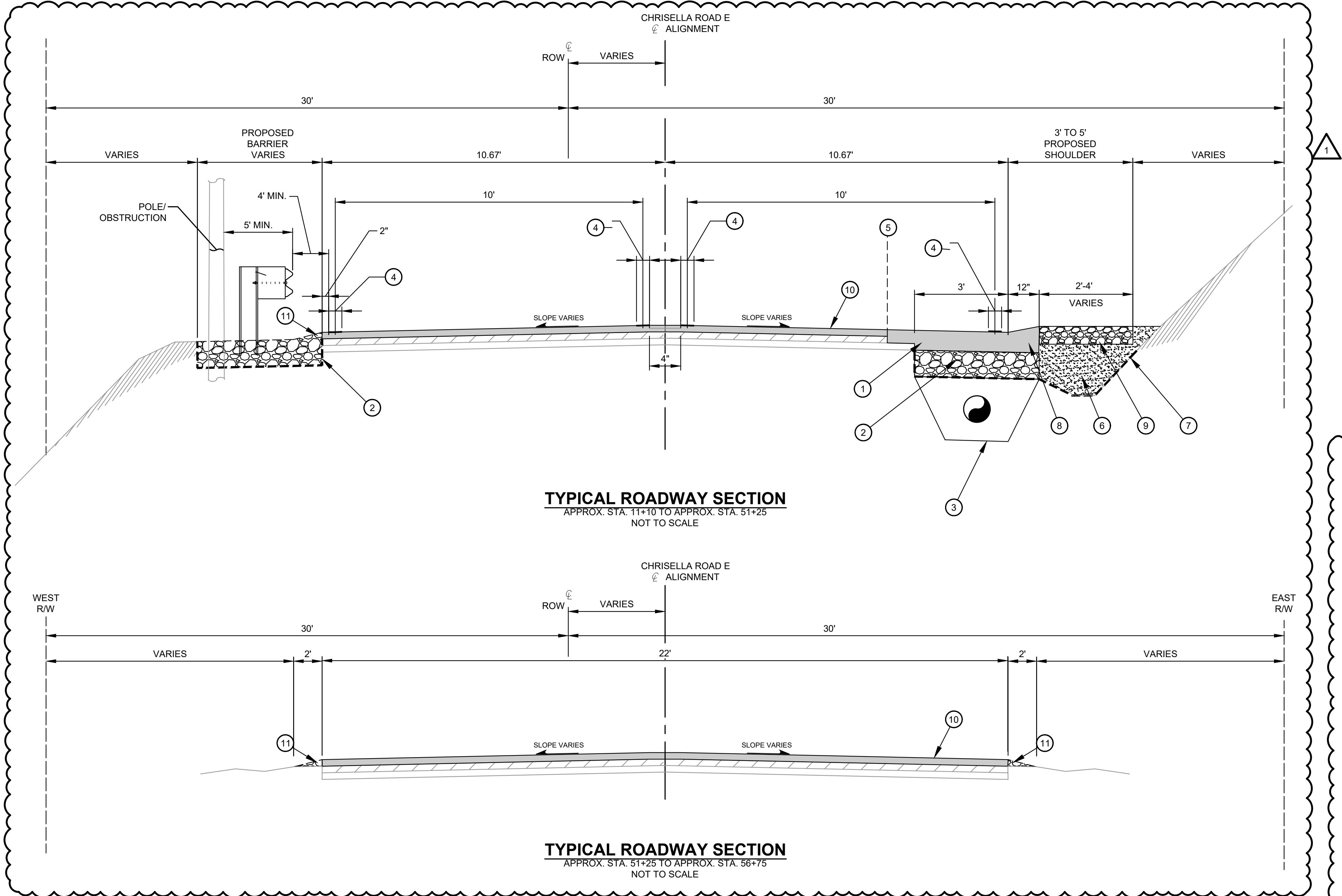
TLS	APPD
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CHANGE ORDER NO. 1	REVISION
1	No.

CITY OF EDGEWOOD
PIERCE COUNTY
WASHINGTON

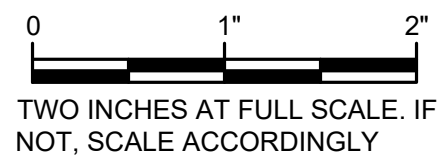
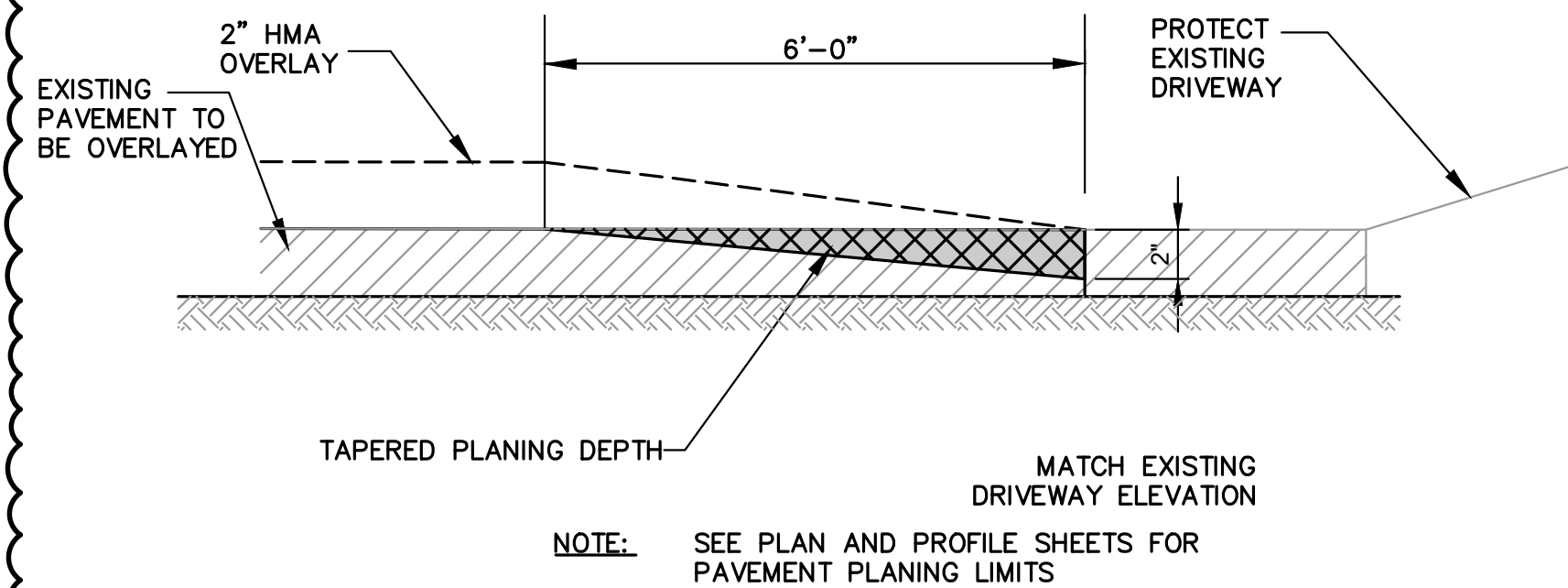
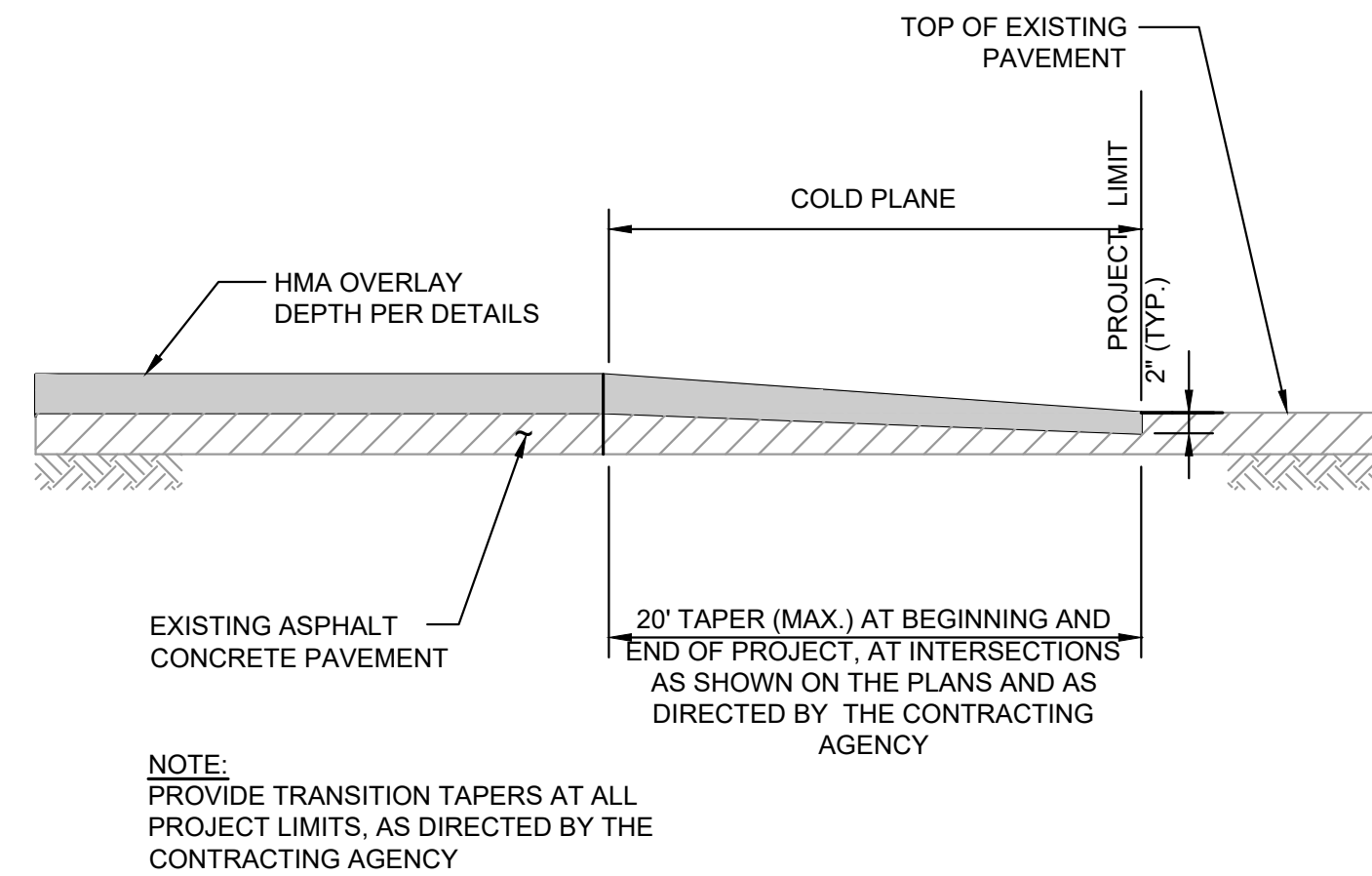
CHRISSELLA ROAD EAST SAFETY IMPROVEMENTS
GENERAL NOTES, SYMBOL LEGEND, AND ABBREVIATIONS

SHEET: 1 (G-1)
OF: 32
JOB NO.: 21621
DWG/LEGEND

L:\EDGEWOOD\21621 Chrisella Rd E Safety\01 Design Phase\PLANSET\Civil\ROAD SECTIONS.dwg, 5/7/2024, 10:25 AM, MARK NAGEL

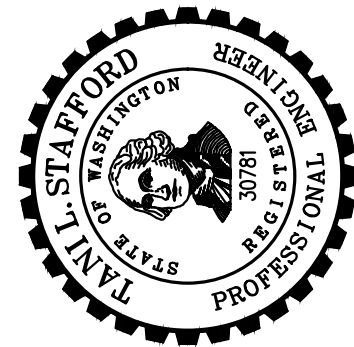
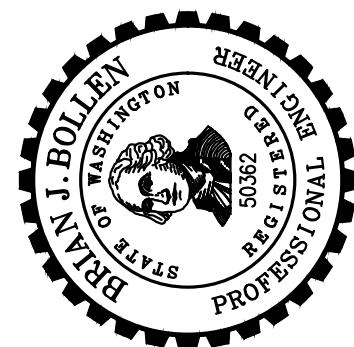


MATERIAL CODE AND NOTES	
(X)	DESCRIPTION
1	4-INCH COMPACTED DEPTH HMA, CONSTRUCTED IN TWO 2-INCH COURSES.
2	8-INCH COMPACTED DEPTH CRUSHED SURFACING BASE COURSE
3	STORM TRENCH PER DETAILS ON SHEET RD-3
4	4" PROFILED PLASTIC SOLID LINE PER WSDOT STANDARD PLAN M20-20.12
5	BUTT JOINT PER DETAIL ON SHEET RD-3
6	CLEAR AND GRUB DITCH AND SHOULDER AREA. FILL WITH GRAVEL BORROW
7	ROADWAY EXCAVATION, INCL. HAUL LIMITS
8	WEDGE CURB PER DETAIL SHEET RD-3
9	4" PERMEABLE BALLAST ROCK
10	2" COMPACTED DEPTH HMA OVERLAY
11	2" COMPACTED CRUSHED SURFACING BASE COURSE, TAPER TO MATCH EXISTING SHOULDER WITHIN 2 FEET WIDTH

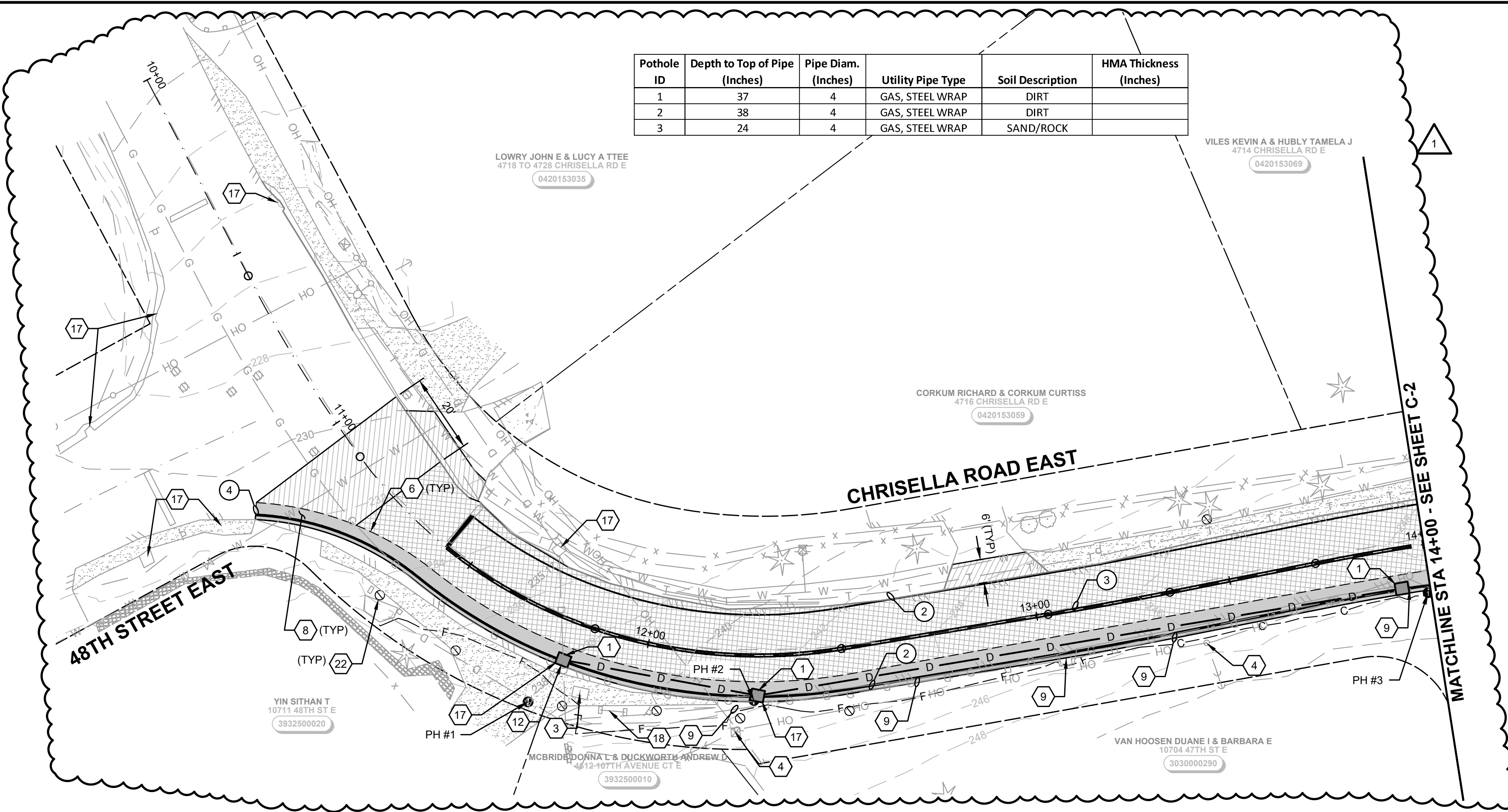


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	TLS	APPD
	05/06	DATE
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Pothole ID	Depth to Top of Pipe (Inches)	Pipe Diam. (Inches)	Utility Pipe Type	Soil Description	HMA Thickness (Inches)
1	37	4	GAS, STEEL WRAP	DIRT	
2	38	4	GAS, STEEL WRAP	DIRT	
3	24	4	GAS, STEEL WRAP	SAND/ROCK	

ROADWAY & STORM DRAINAGE NOTES

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- SAWCUT EXISTING PAVEMENT AND SEAL JOINT (WHERE APPLICABLE) THEN APPLY SAND BLANKET TO THE SURFACE JOINT.
- PLUG EXISTING CULVERT PIPE PER THE CONTRACT PROVISIONS.
- REMOVE AND WASTEHAUL EXISTING CURB, GUTTER, SIDEWALK, PAVEMENT, RETAINING WALL, FENCE, GUARDRAIL PER THE SPECIFICATIONS. COORDINATE WITH PROPERTY OWNER(S) AS REQUIRED. THIS WORK TO BE INCLUDED IN REMOVAL OF STRUCTURE AND OBSTRUCTION.
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- CONNECT NEW STORM PIPE TO EXISTING CATCH BASIN. CORE DRILL IF KNOCK OUT IS NOT PRESENT.
- CONNECT NEW STORM PIPE TO EXISTING STORM PIPE.
- CONNECT EXISTING STORM PIPE TO NEW CATCH BASIN.
- ADJUST EXISTING CATCH BASIN TO GRADE.
- CONSTRUCT SOLID LID ON CATCH BASIN PER WSDOT STADARD PLAN B30.20-04.
- ADJUST EXISTING VALVE BOX TO GRADE.
- WATER COMPANY SHALL ADJUST EXISTING WATER BOX TO GRADE. COORDINATE WITH WATER COMPANY.
- FURNISH, INSTALL AND MAINTAIN STORM DRAIN INLET PROTECTION PER SHEET TE-1.
- REMOVE AND RELOCATE EXISTING MAILBOX(ES) PER WSDOT STANDARD PLAN H-70.10-02.
- CONSTRUCT TYPE 31-BEAM GUARDRAIL [NON-FLARED TERMINAL] PER WSDOT STANDARD PLANS C-20.10-07 AND C-22.45-05.
- CONSTRUCT HMA DRIVEWAY REPAIR PER DETAIL ON SHEET TS-1.
- CONSTRUCT CEMENT CONCRETE DRIVEWAY REPAIR PER DETAIL ON SHEET TS-1.
- CONSTRUCT FLEXIBLE GUIDE POST AND BARRIER DELINEATORS TYPE WW, PER WSDOT STANDARD PLAN M-40.10-03 ON SHEET RD-6. MOUNT DELINEATORS ON BEAM GUARDRAIL WHERE SHOWN. INSTALL GROUND MOUNT FLEXIBLE GUIDE POSTS IN ALL OTHER AREAS.

GENERAL

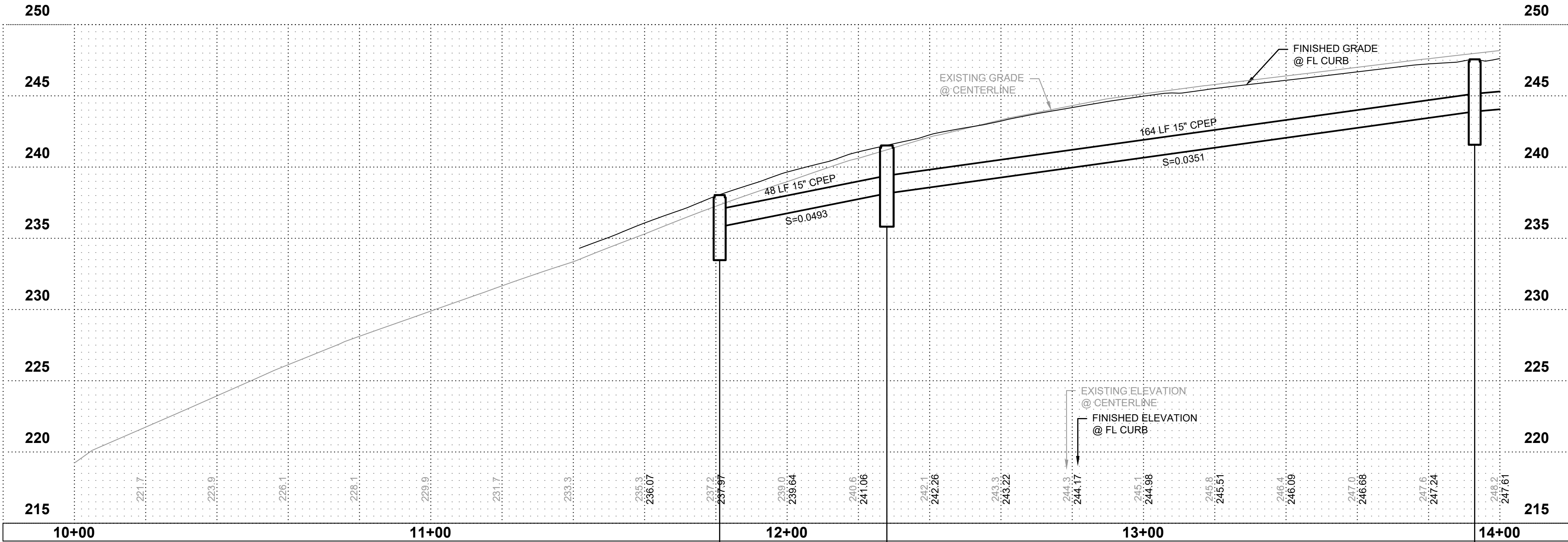
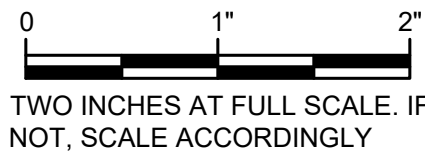
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CHANNELIZATION NOTES:

- REMOVE EXISTING PAVEMENT MARKINGS.
- FURNISH AND INSTALL PROFILED PLASTIC EDGE LINE PER WSDOT STANDARD PLAN M-20.20-02.
- FURNISH AND INSTALL PROFILED PLASTIC DOUBLE YELLOW CENTER LINE PER WSDOT STANDARD PLAN M-20.10-03 AND M-20.20-02.

SIGNING NOTES:

- PROTECT EXISTING SIGN DURING CONSTRUCTION.
- REMOVE AND WASTE HAUL EXISTING SIGN(S), POST AND FOUNDATION.
- RELOCATE EXISTING SIGN. FURNISH AND INSTALL NEW POST AND HARDWARE. WASTE HAUL EXISTING POST AND FOUNDATION.
- FURNISH AND INSTALL NEW SIGN(S) AND ST-2 POST [PER DETAIL SHEET CH-1].
- FURNISH AND INSTALL RADAR SPEED FEEDBACK SIGN.



CB TYPE 1L, CB NO. 35
STA 11+00.0, 10.2' RT
IE=238.15 15" CPEP NW
IE=238.60 15" CPEP NW

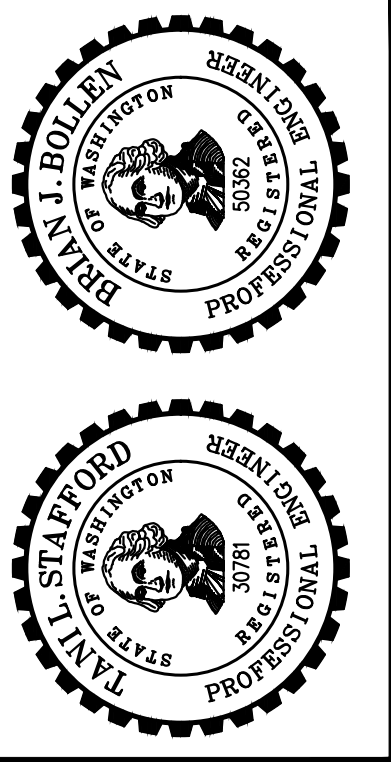
CB TYPE 1L, CB NO. 36
STA 12+28.0, 10.2' RT
IE=238.15 15" CPEP SE
IE=238.15 15" CPEP NW

CB TYPE 1L, CB NO. 37
STA 13+93.0, 10.2' RT
IE=243.90 15" CPEP SE
IE=243.90 15" CPEP NW

Gray & Osborne, Inc.
CONSULTING ENGINEERS
1100 RANIER AVENUE SOUTH, SUITE 300
SEATTLE, WASHINGTON 98144 • (206) 264-0860

DATE:	JAN 2024	DRAWN:	RAH	CHECKED:	BLS	APPROVED:	TLS
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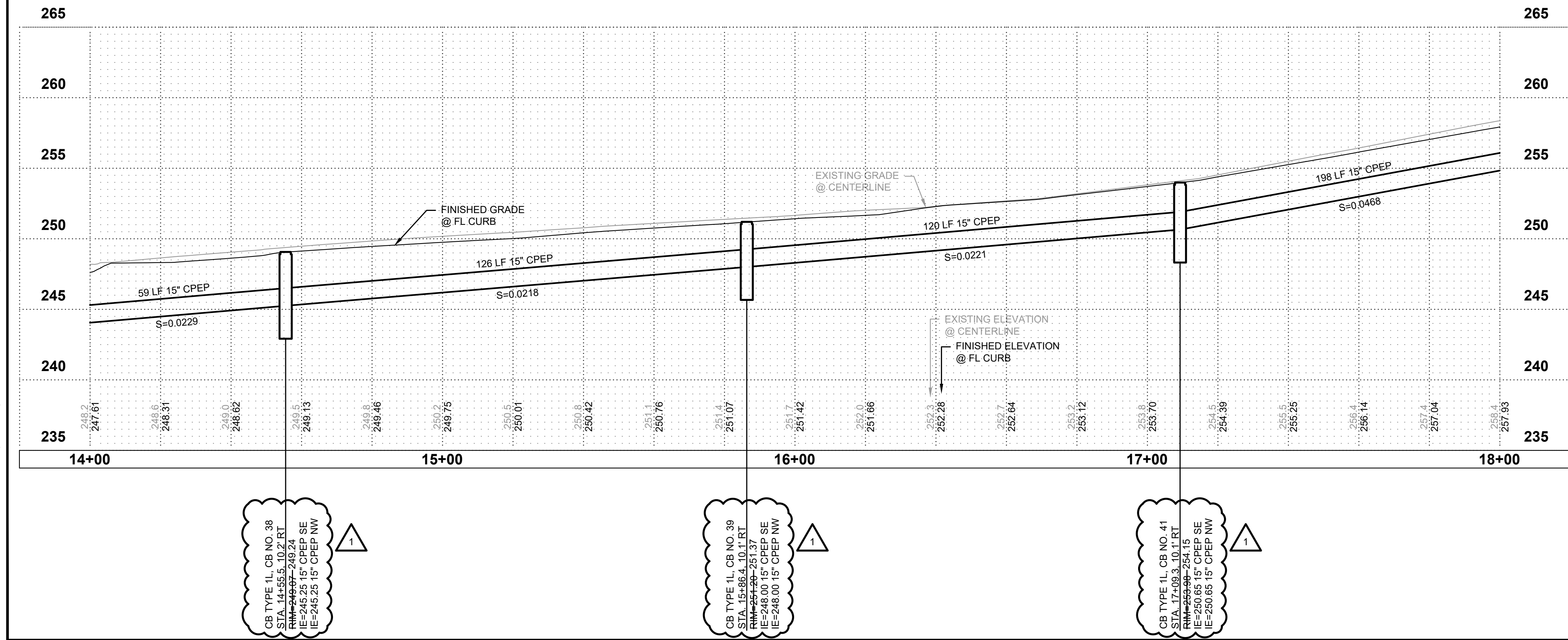
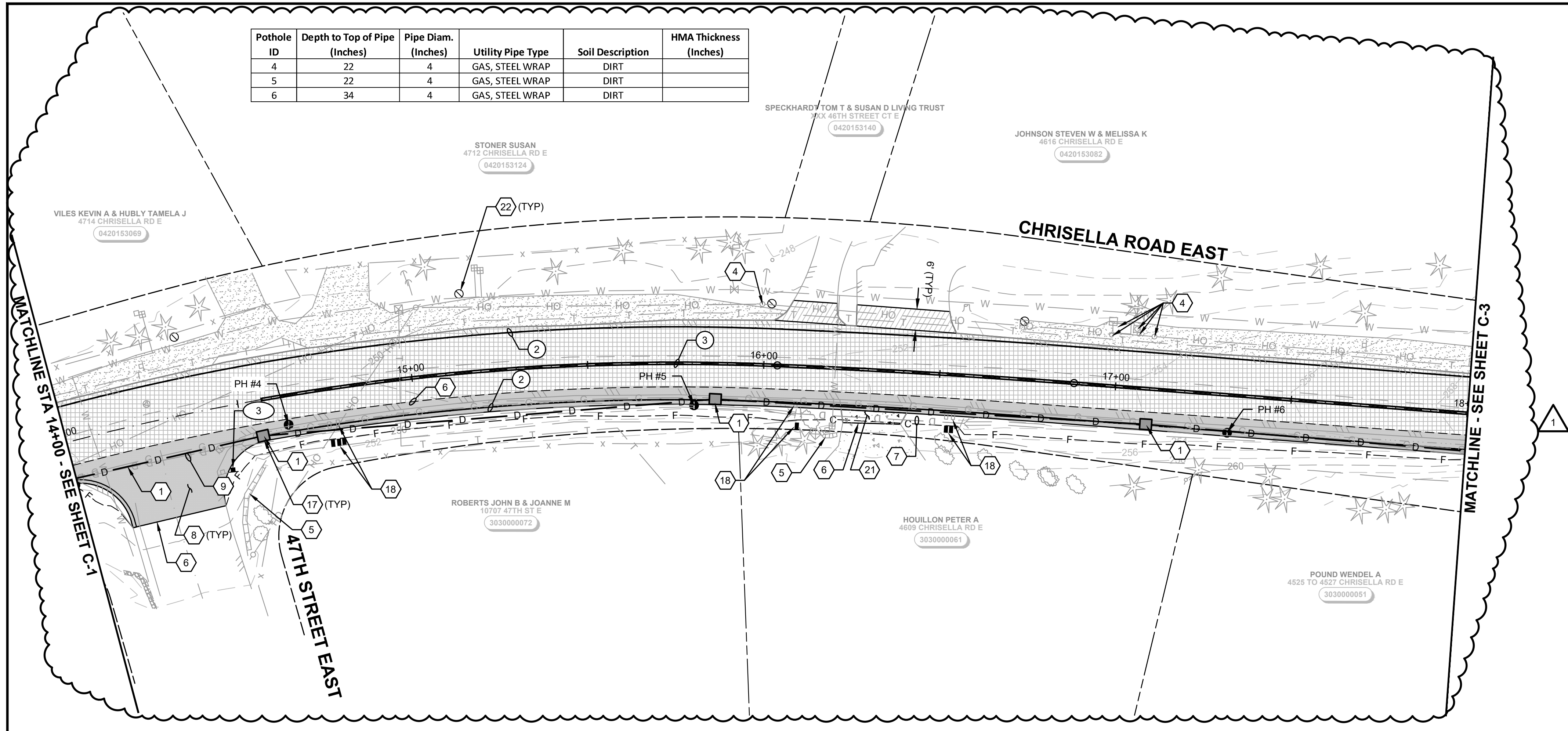
CHANGE ORDER NO. 1	DATE	APPD
05/06		
REVISION		
1		
No.		



CITY OF EDGEWOOD
PIERCE COUNTY WASHINGTON
CHRISSELLA ROAD EAST SAFETY IMPROVEMENTS
PLAN AND PROFILE - STATION 10+00 TO 14+00

SHEET: 8 (C-1)
OF: 32
JOB NO.: 21621
DWG PLAN

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ROADWAY & STORM DRAINAGE NOTES

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GENERAL

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Gray & Osborne, Inc.
CONSULTING ENGINEERS
1100 PARKER AVENUE SOUTH, SUITE 300
SEATTLE, WASHINGTON 98148 • (206) 264-0860

DATE:	JAN 2024	DRAWN:	RAH	CHECKED:	BLS	APPROVED:	TLS
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CHANGE ORDER NO. 1	DATE	APPD
1	05/06	
REVISION		
No.		

MARK J. BOLLER
REGISTERED PROFESSIONAL ENGINEER
WASHINGTON STATE
NO. 50392

MARK J. STAFFORD
REGISTERED PROFESSIONAL ENGINEER
WASHINGTON STATE
NO. 30781

CITY OF EDGEWOOD
PIERCE COUNTY WASHINGTON
CHRISSELLA ROAD EAST SAFETY IMPROVEMENTS
PLAN AND PROFILE - STATION 14+00 TO 18+00

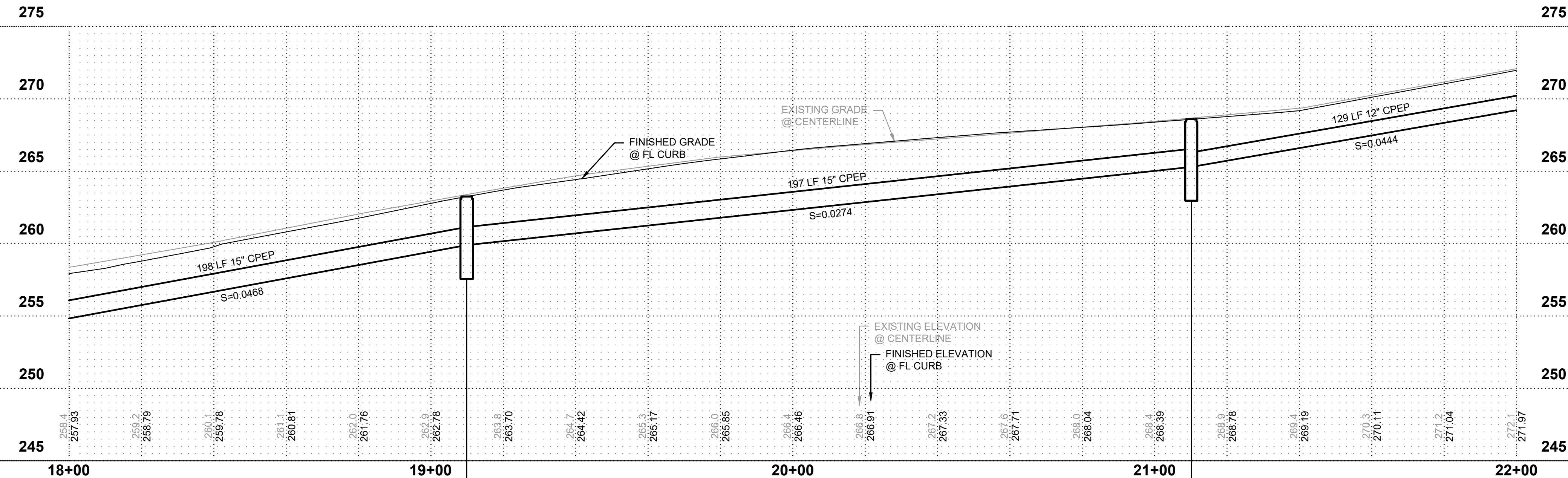
SHEET: 9 (C-2)
OF: 32
JOB NO.: 21621
DWG/PLAN

L:\EDGEWOOD\21621 Chrissella Rd E Safety\01 Design Phase\PLANSET\CV\PLAN.dwg, 5/7/2024 10:27 AM, MARK NAGEL

Pothole ID	Depth to Top of Pipe (Inches)	Pipe Diam. (Inches)	Utility Pipe Type	Soil Description	HMA Thickness (Inches)
7	30	4	GAS, STEEL WRAP	SAND	
8	44	4	GAS, STEEL WRAP	DIRT	

MATCHLINE STA 18+00 - SEE SHEET C-2

MATCHLINE STA 22+00 - SEE SHEET C-4



ROADWAY & STORM DRAINAGE NOTES

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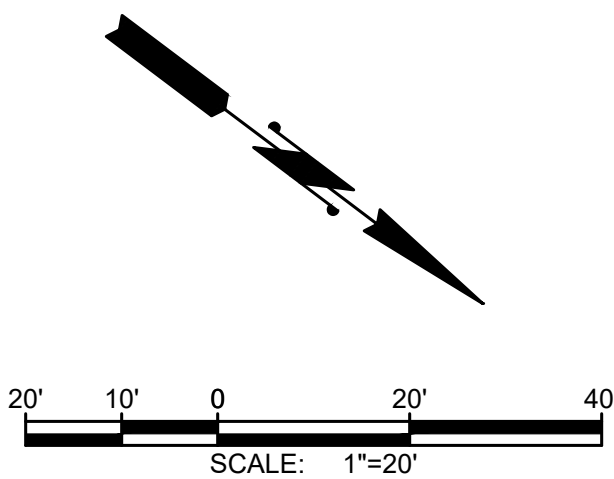
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SIGNING NOTES:

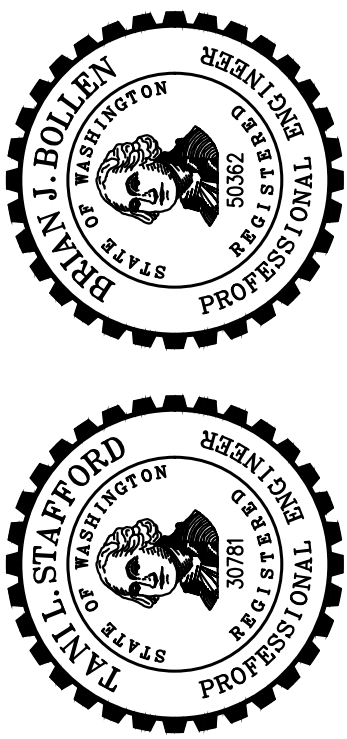
- PROTECT EXISTING SIGN DURING CONSTRUCTION.
- REMOVE AND WASTE HAUL EXISTING SIGN(S), POST AND FOUNDATION.
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- FURNISH AND INSTALL RADAR SPEED FEEDBACK SIGN.



0 1" 2"
TWO INCHES AT FULL SCALE. IF
NOT, SCALE ACCORDINGLY

DATE:	JAN 2024	DRAWN:	RAH	CHECKED:	BLS	APPROVED:	TLS
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REVISION	DATE	APPD
1	05/06	TLS
CHANGE ORDER NO. 1		
No.		



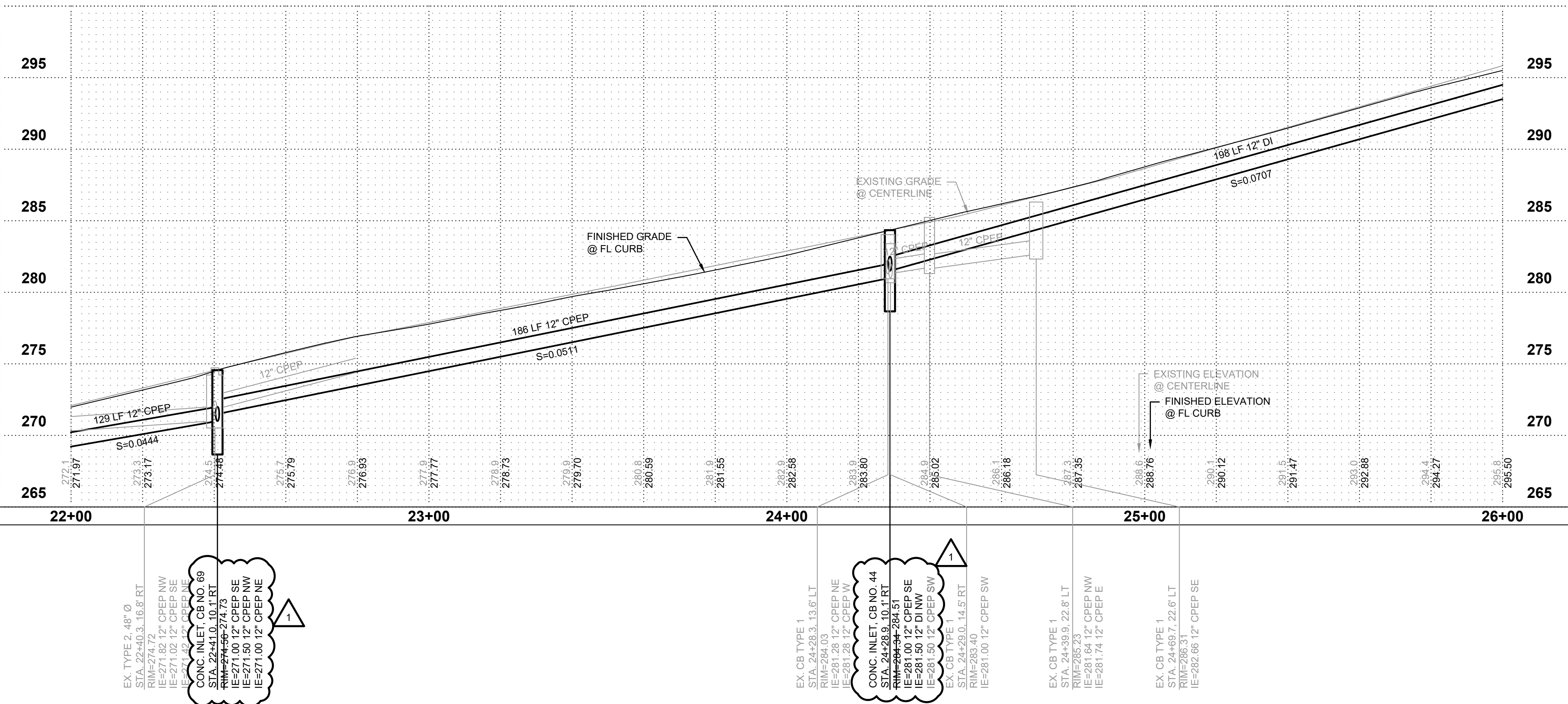
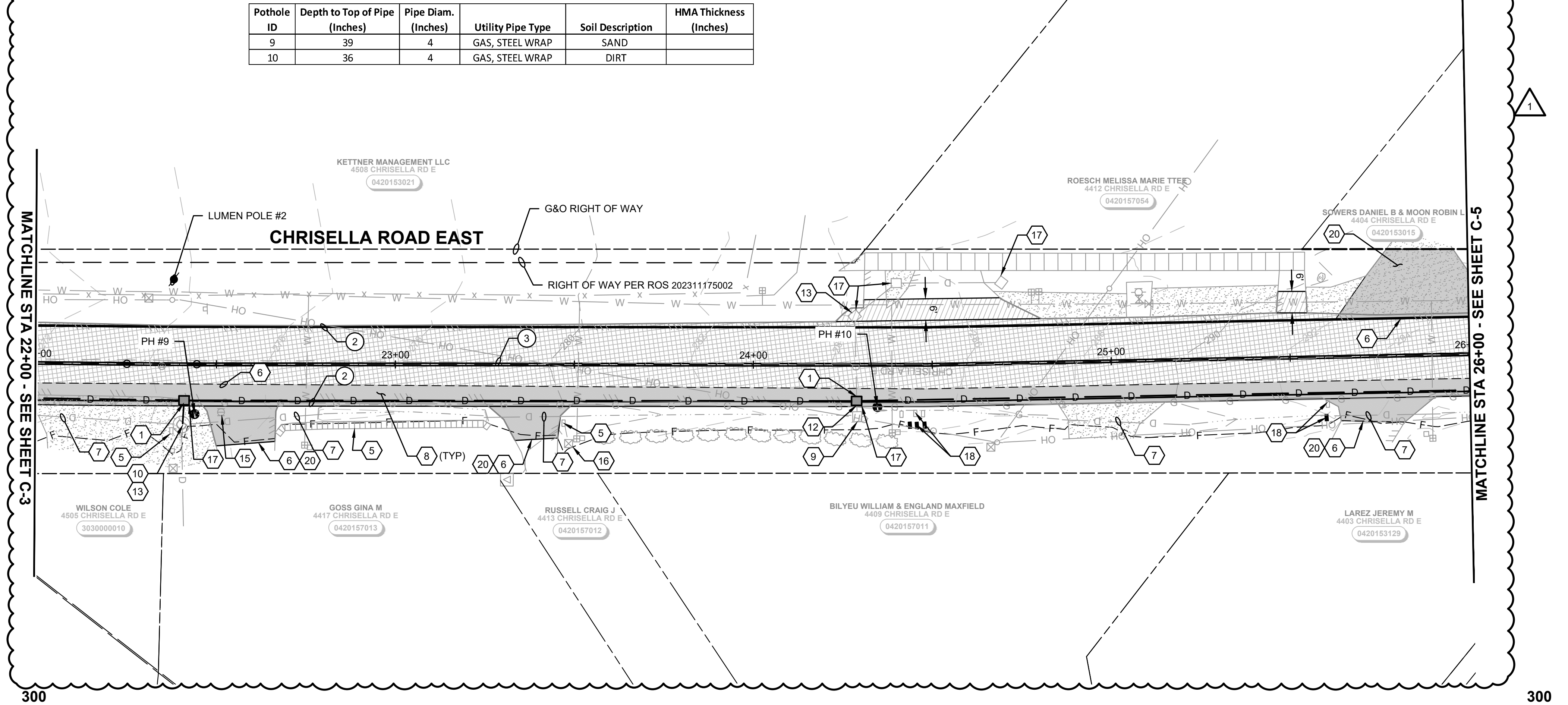
CITY OF EDGEWOOD
PIERCE COUNTY
**CHRISSELLA ROAD EAST SAFETY
IMPROVEMENTS**
PLAN AND PROFILE - STATION 18+00 TO 22+00

SHEET: **10 (C-3)**

OF: **32**

JOB NO.: 21621
DWG PLAN

L:\EDGEWOOD\21621 Chrissella Rd E Safety\01 Design Phase\PLANSET\DWIPLAN.dwg, 5/7/2024, 10:28 AM, MARK NAGEL



ROADWAY & STORM DRAINAGE NOTES

- CAUTION: POTENTIAL UTILITY CONFLICT. VERIFY (POTHOLE) EXACT LOCATION AND DEPTH OF EXISTING UTILITY. SEE ORDER OF WORK.
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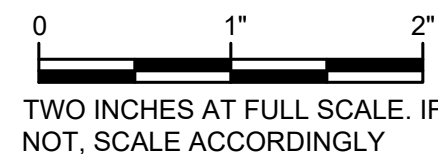
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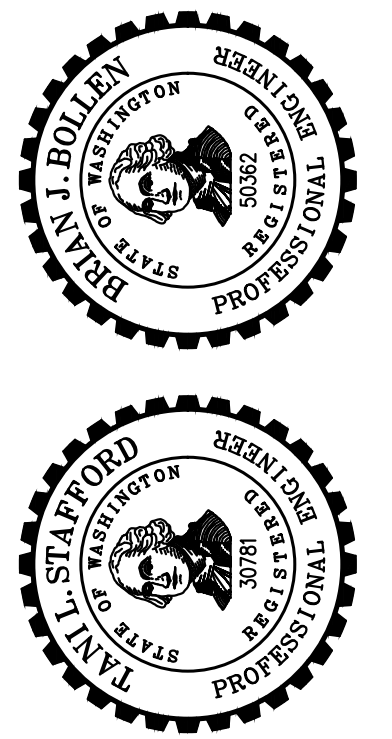
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CHANGE ORDER NO. 1	TLS	DATE	APPD
	05/06	DATE	APPD
	1	REVISION	No.



Pothole ID	Depth to Top of Pipe (Inches)	Pipe Diam. (Inches)	Utility Pipe Type	Soil Description	HMA Thickness (Inches)
11	37	4	GAS, STEEL WRAP	DIRT	
12	30	2	GAS, STEEL WRAP	DIRT	
13	34	4	GAS, STEEL WRAP	DIRT/ROCKS	
14	26	2	GAS, STEEL WRAP	DIRT/ROCKS	

BALDRIDGE GARY P & MARY A
4320 CHRISSELLA RD E
0420157049

SOWERS DANIEL B & MOON ROBIN L
4404 CHRISSELLA RD E
0420153015

BEGIN GUARDRAIL TERMINAL
STA 27+50.65 - 15.65' LT

CHRISSELLA ROAD EAST

END GUARDRAIL TERMINAL
STA 27+87.55 - 14.65' LT

COLLINS MARLIN G & PRECHT CHARISSE EE
4327 CHRISSELLA RD E
3025000020

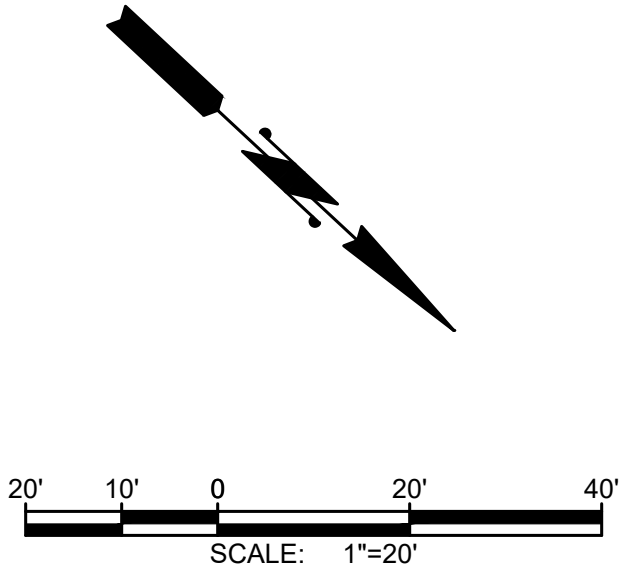
GIUGLER LORI A & JOHNSON STEVEN S
10502 43RD STREET CT E
3025000030

CHMYR NIKOLAY & MARIYA
4329 TO 4335 CHRISSELLA RD E
0420153041

LAREZ JEREMY M
4403 CHRISSELLA RD E
0420153129

CHMYR NIKOLAY & MARIYA
4329 TO 4335 CHRISSELLA RD E
0420153041

GREER ROSEMARY & PRECHT CHARISSE CO-TTEE
10510 43RD STREET CT E
3025000010



ROADWAY & STORM DRAINAGE NOTES

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0 1" 2"
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Gray & Osborne, Inc.
CONSULTING ENGINEERS
1100 RANIER AVENUE SOUTH, SUITE 300
SEATTLE, WASHINGTON 98144 • (206) 264-0860

DATE: JAN 2024
DRAWN: RAH
CHECKED: BLS
APPROVED: TLS

DATE	APPD
TLS	05/06
REVISION	DATE
CHANGE ORDER NO. 1	
1	No.



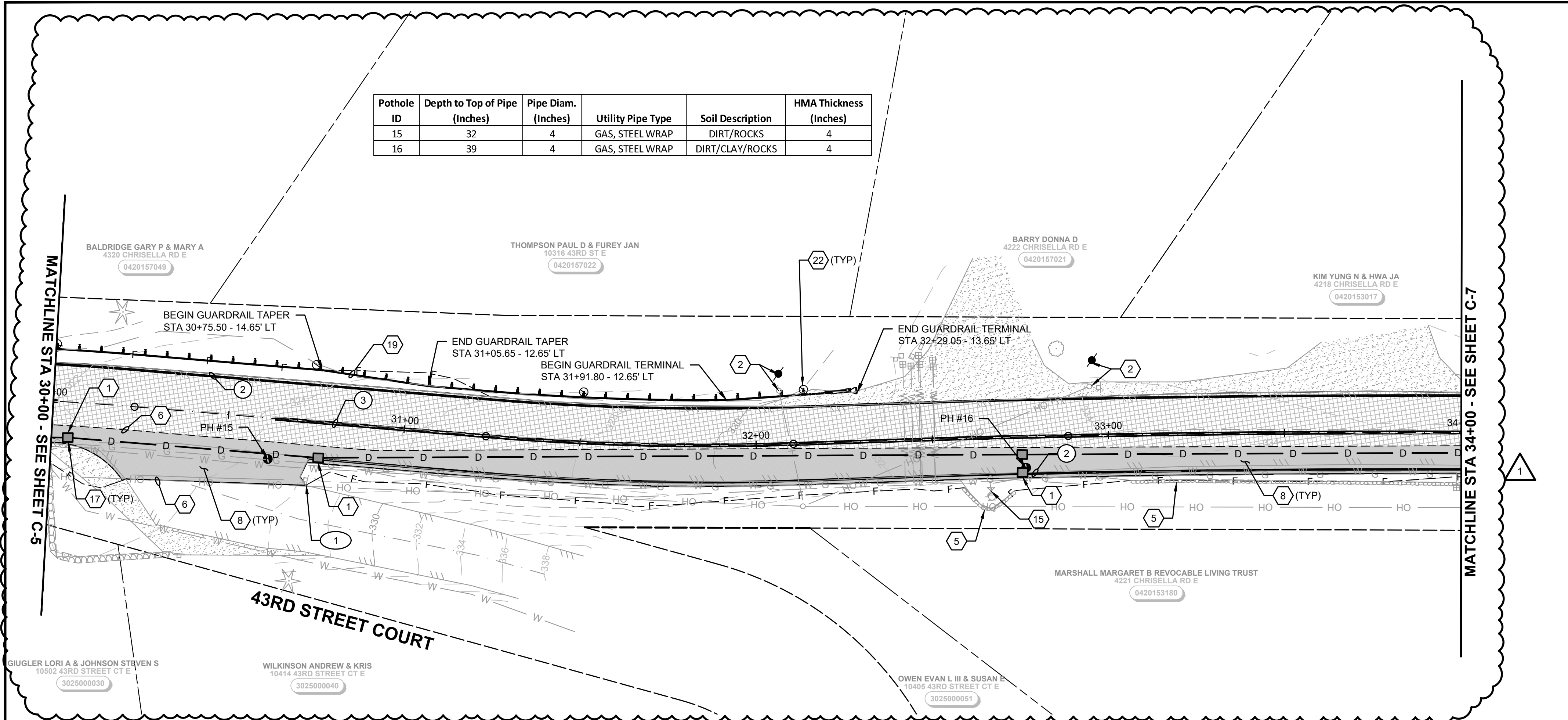
CITY OF EDGEWOOD
PIERCE COUNTY WASHINGTON
CHRISSELLA ROAD EAST SAFETY IMPROVEMENTS
PLAN AND PROFILE - STATION 26+00 TO 30+00

SHEET: **12 (C-5)**

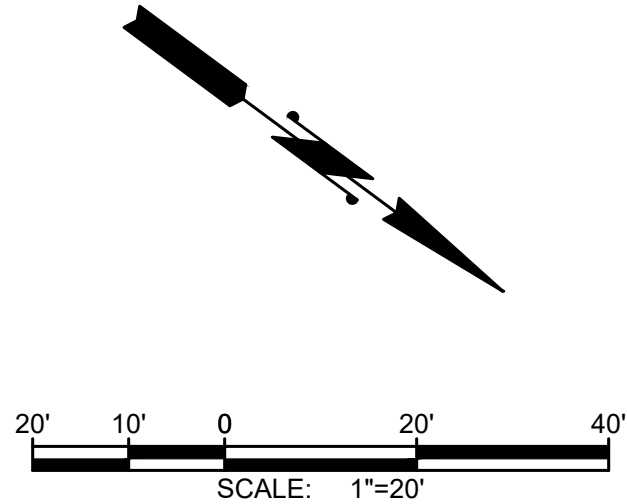
OF: **32**

JOB NO.: 21621
DWG PLAN

L:\EDGEWOOD\21621 Chrisella Rd E Safety\01 Design Phase\PLANSET\DWIPLAN.dwg, 5/7/2024 10:28 AM, MARK MAGEL



Pothole ID	Depth to Top of Pipe (Inches)	Pipe Diam. (Inches)	Utility Pipe Type	Soil Description	HMA Thickness (Inches)
15	32	4	GAS, STEEL WRAP	DIRT/ROCKS	4
16	39	4	GAS, STEEL WRAP	DIRT/CLAY/ROCKS	4



ROADWAY & STORM DRAINAGE NOTES

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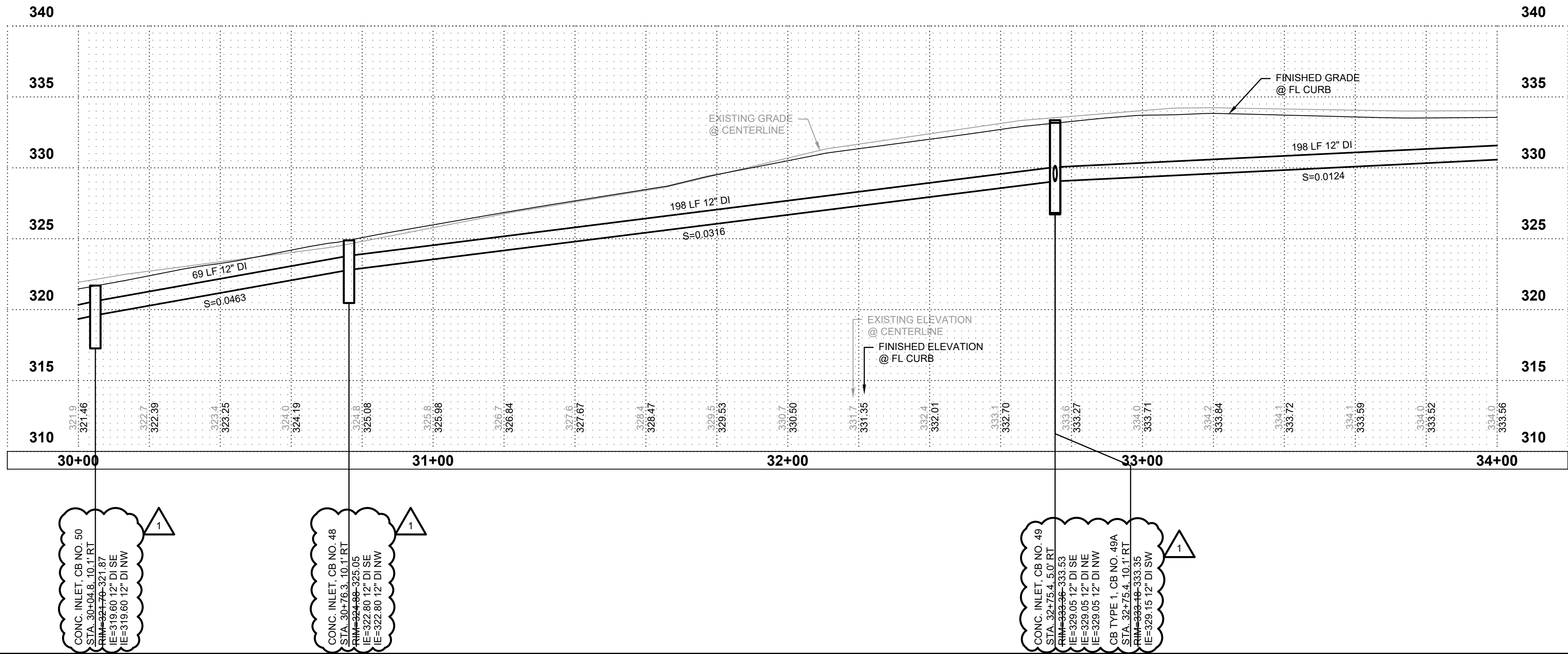
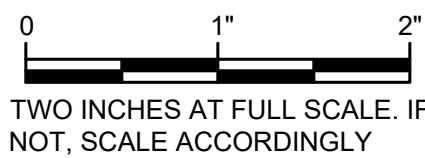
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DATE: JAN 2024	DRAWN: RAH	CHECKED: BLS	APPROVED: TLS
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CHANGE ORDER NO. 1	DATE	APPD
1	05/06	

REVISION	No.
1	

CITY OF EDGEWOOD

PIERCE COUNTY

WASHINGTON

CHRISSELLA ROAD EAST SAFETY IMPROVEMENTS

PLAN AND PROFILE - STATION 30+00 TO 34+00

SHEET: **13 (C-6)**

OF: **32**

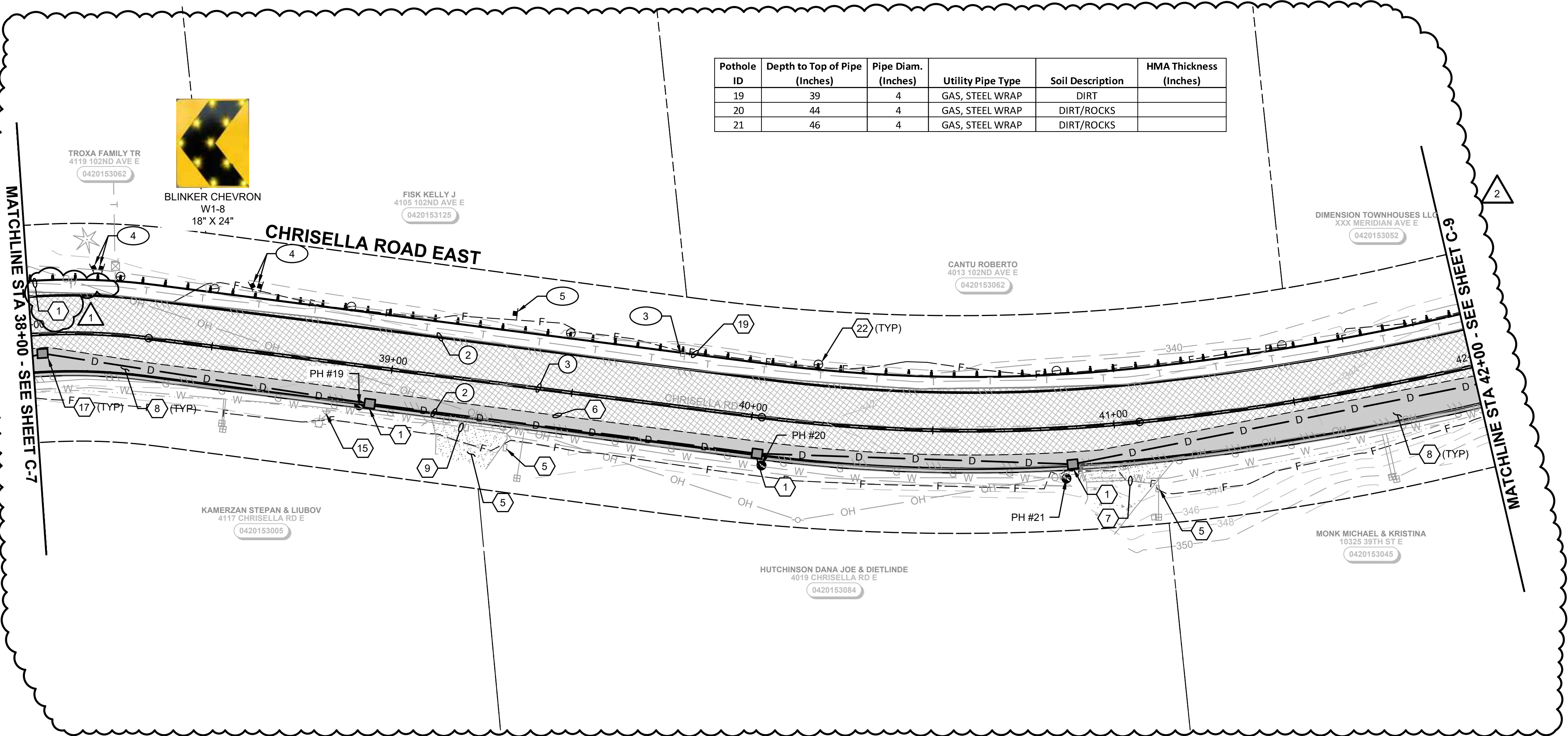
JOB NO.: 21621

DWG PLAN

Page 57 of 114

L:\EDGEWOOD\21621 Chrissella Rd E Safety\01 Design Phase\PLANSET\DWG\PLAN.dwg, 5/7/2024 10:28 AM, MARK MAGEL

Pothole ID	Depth to Top of Pipe (Inches)	Pipe Diam. (Inches)	Utility Pipe Type	Soil Description	HMA Thickness (Inches)
19	39	4	GAS, STEEL WRAP	DIRT	
20	44	4	GAS, STEEL WRAP	DIRT/ROCKS	
21	46	4	GAS, STEEL WRAP	DIRT/ROCKS	



ROADWAY & STORM DRAINAGE NOTES

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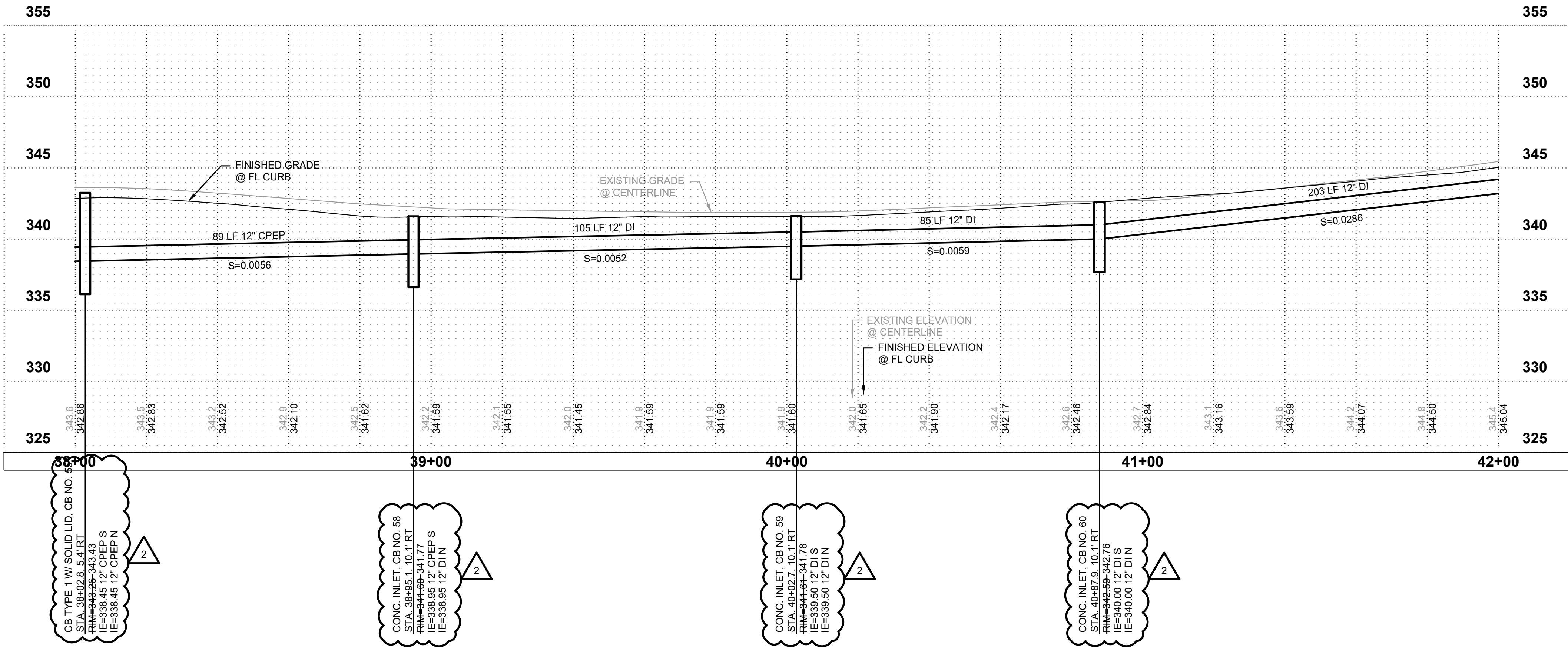
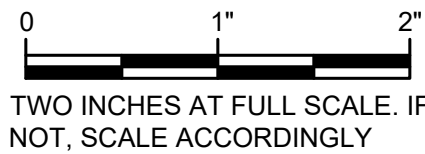
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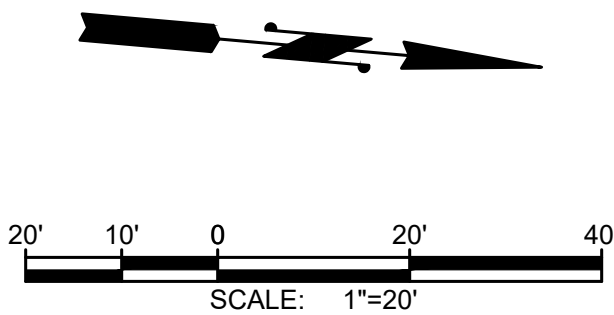
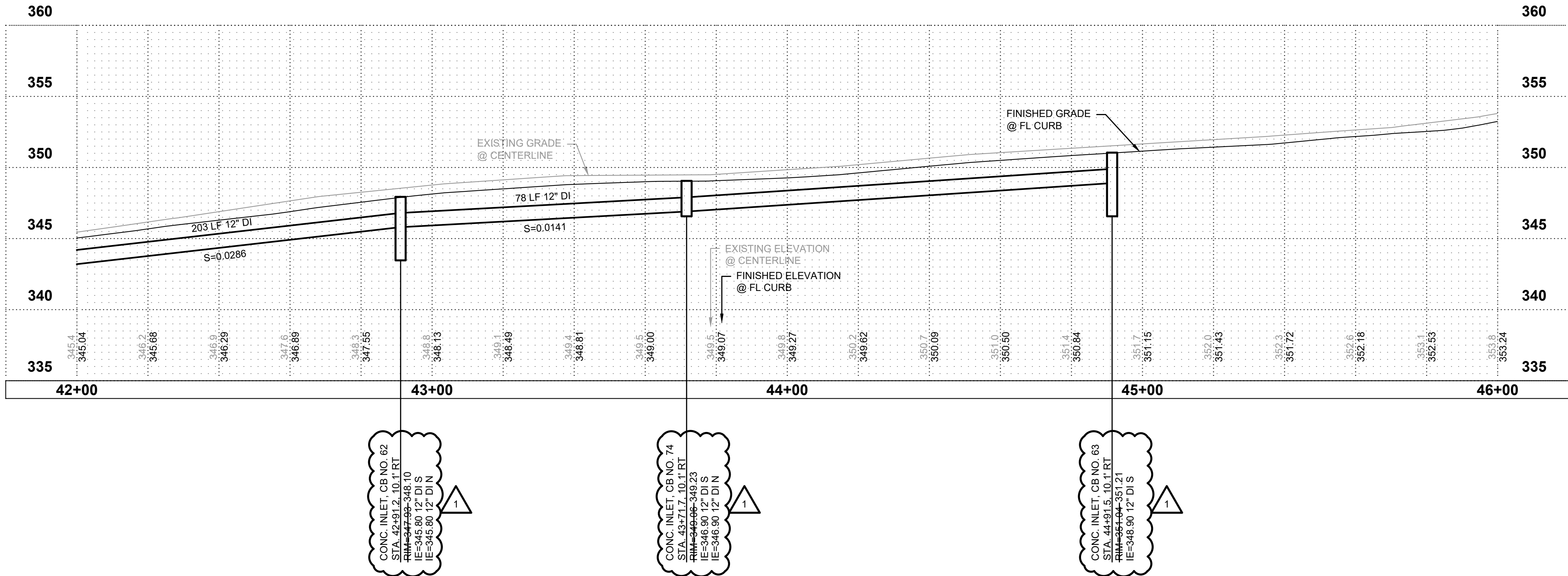
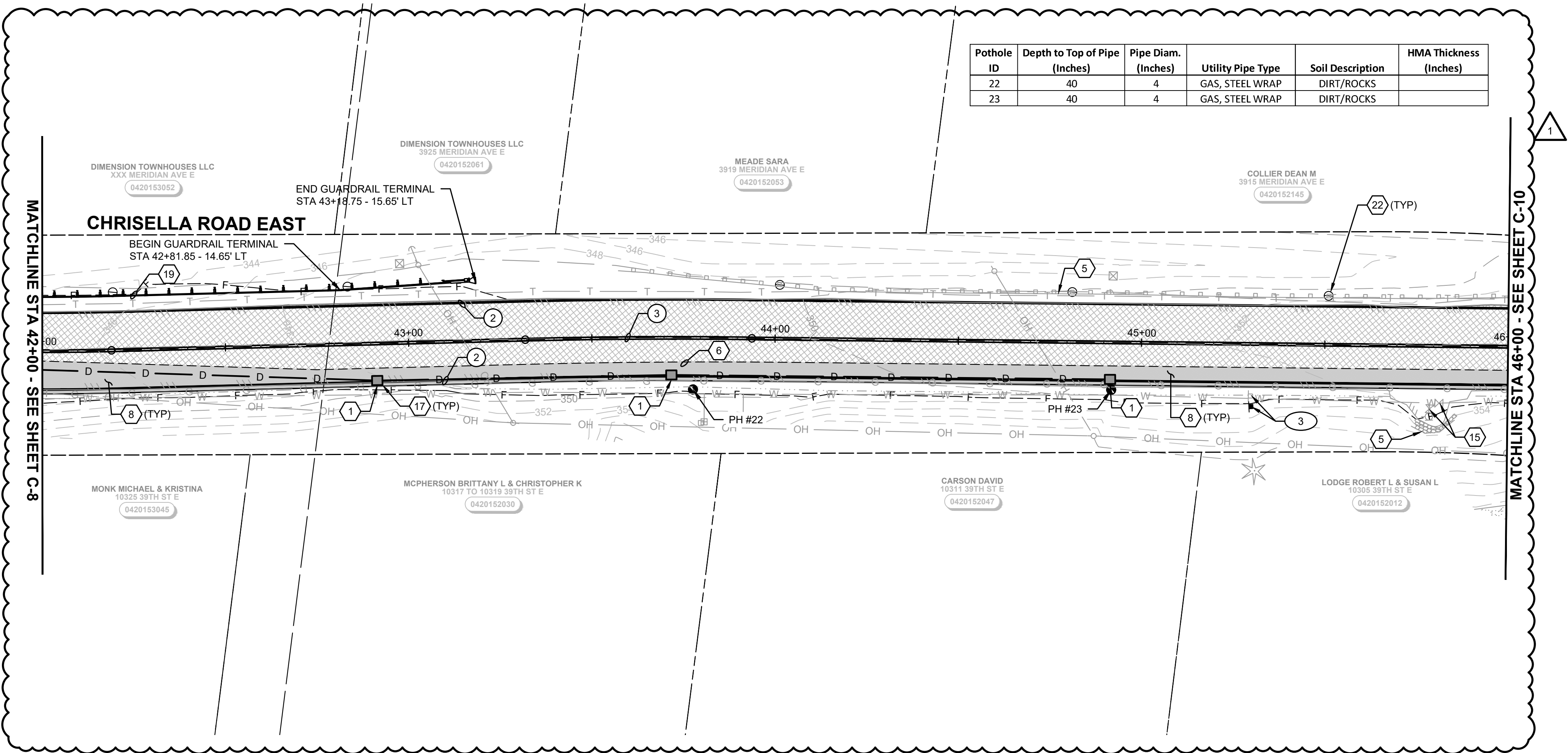
DATE:	JAN 2024	DRAWN:	RAH	CHECKED:	BLS	APPROVED:	TLS
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CHANGE ORDER NO. 1	TLS	DATE	APPD
ADDENDUM 2	TLS	DATE	APPD
2	1	REVISION	No.



L:\EDGEWOOD\21621 Chrissella Rd E Safety\01 Design Phase\PLANSET\DWG\PLAN.dwg, 5/7/2024 10:29 AM, MARK NAGEL

Pothole ID	Depth to Top of Pipe (Inches)	Pipe Diam. (Inches)	Utility Pipe Type	Soil Description	HMA Thickness (Inches)
22	40	4	GAS, STEEL WRAP	DIRT/ROCKS	
23	40	4	GAS, STEEL WRAP	DIRT/ROCKS	



ROADWAY & STORM DRAINAGE NOTES

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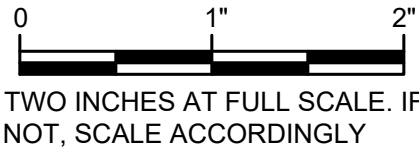
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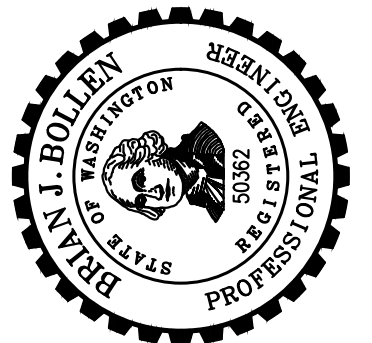
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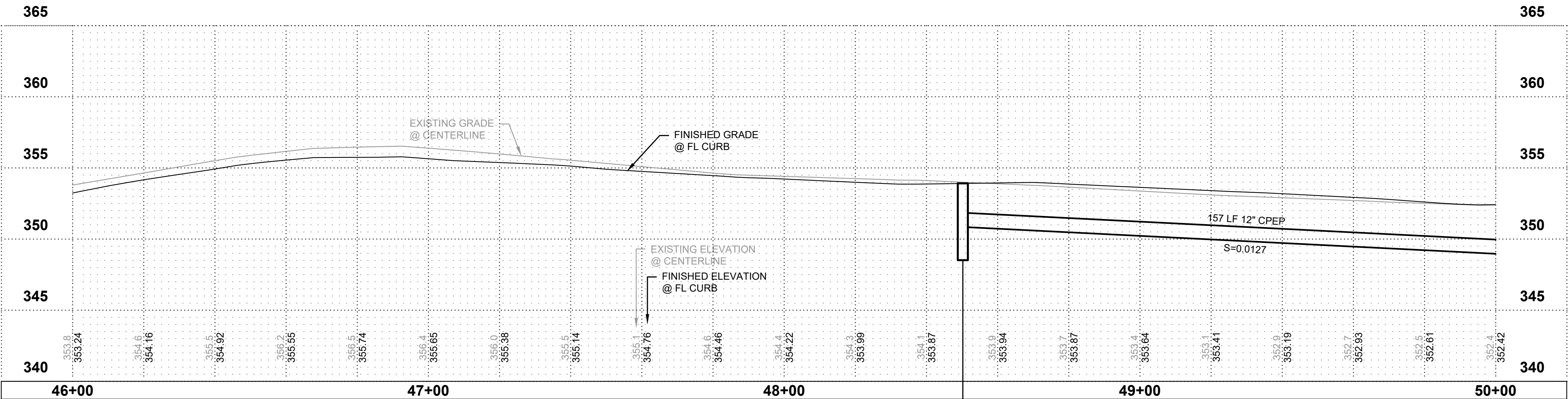
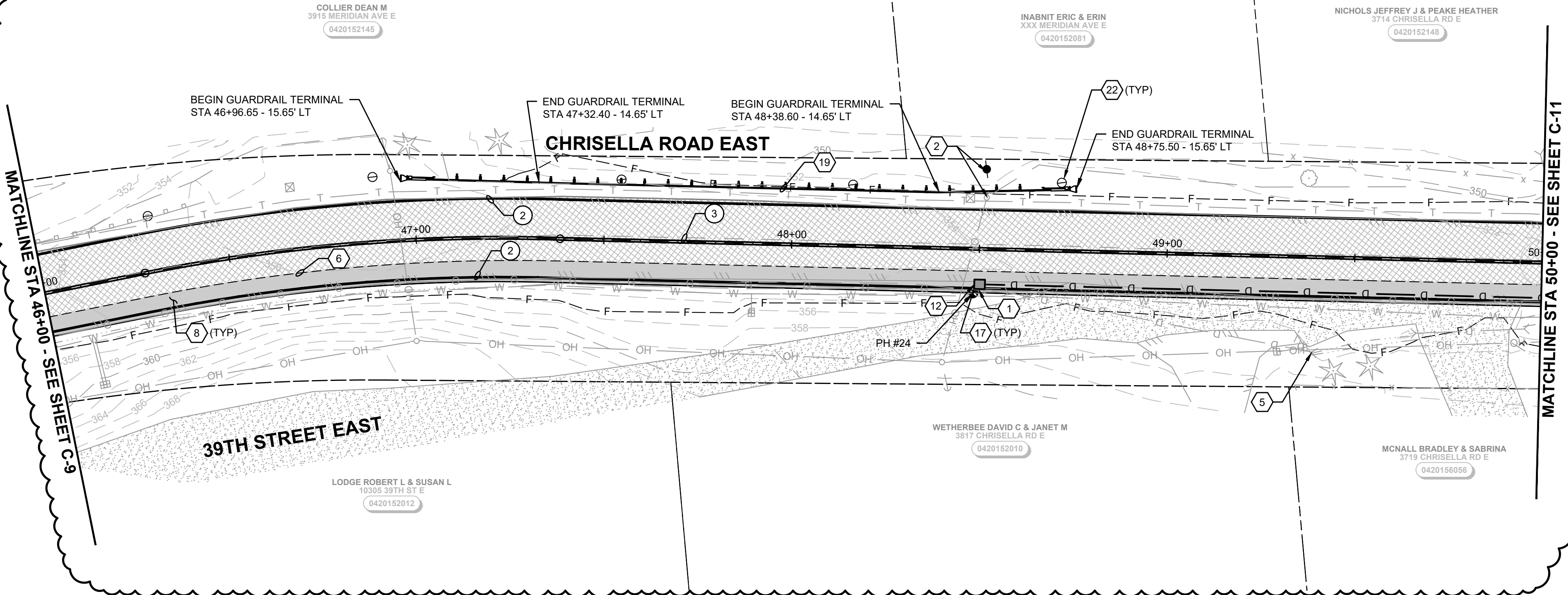
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L:\EDGEWOOD\21621 Chrisella Rd E Safety\01 Design Phase\PLANSET\DWIPLAN.dwg, 5/7/2024 10:29 AM, MARK NAGEL

Pothole ID	Depth to Top of Pipe (Inches)	Pipe Diam. (Inches)	Utility Pipe Type	Soil Description	HMA Thickness (Inches)
24	33	4	GAS, STEEL WRAP	DIRT	



CONC. INLET, CB NO. 68
STA. 48+50.31, 9.41 RT
RMA=353.92, 354.09
IE=350.85 12" CPEP N

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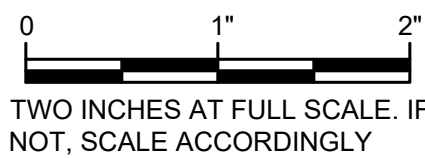
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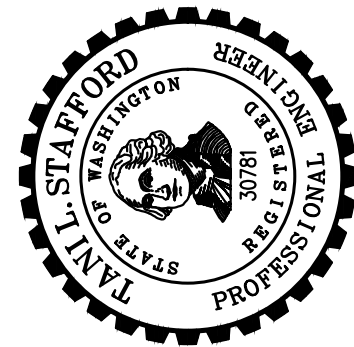
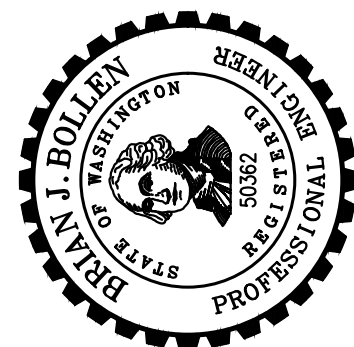
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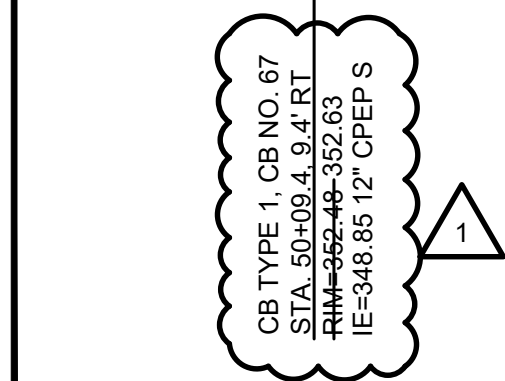


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Pothole ID	Depth to Top of Pipe (Inches)	Pipe Diam. (Inches)	Utility Pipe Type	Soil Description	HMA Thickness (Inches)
25	46	4	GAS, STEEL WRAP	DIRT	

The plan view shows Chriseilla Road East with stationing from 50+00 to 54+00. Potholes are marked with circled numbers: 1, 2, 3, 6, 8 (TYP), 12, 13, 17 (TYP), 18, 22 (TYP). A specific pothole is labeled PH #25. Matchlines are indicated at both ends: 'MATCHLINE STA 50+00 - SEE SHEET C-10' and 'MATCHLINE STA 54+00 - SEE SHEET C-12'. Property boundaries and owner names are shown: NICHOLS JEFFREY J & PEAKE HEATHER, ZAGUMENNY ILYA & GLAZKOVA NATALIA, TSK PROPERTIES LLC, RODRIGUEZ FRANCISCO M, CITY OF EDGEWOOD, MACKENZIE JAMES E, HPA BORROWER 2016-1 LLC, and MCNALL BRADLEY & SABRINA. A north arrow is located near station 51+00. A small triangle with the number 1 is at the bottom right corner.

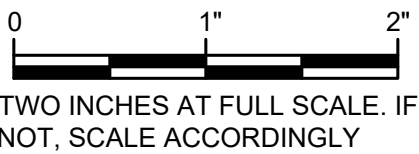
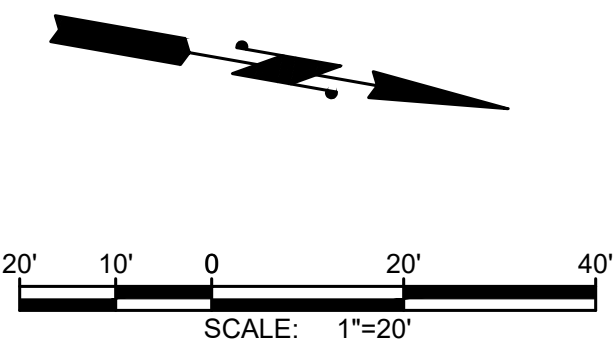


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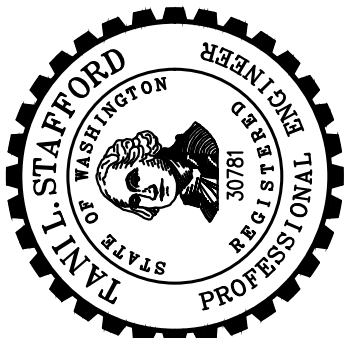
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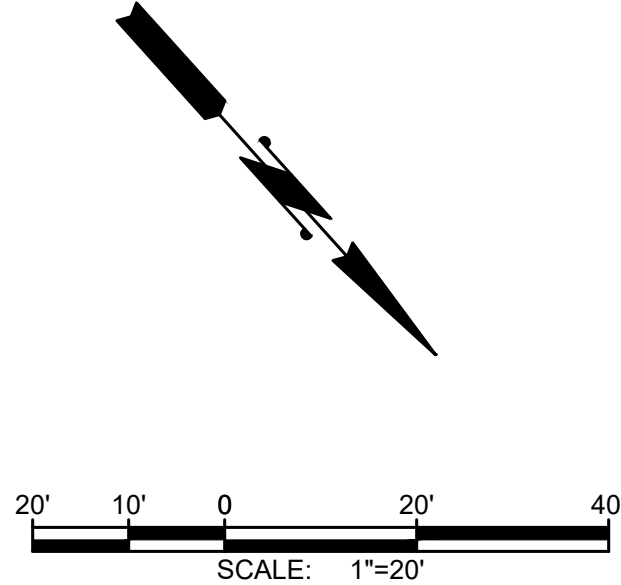
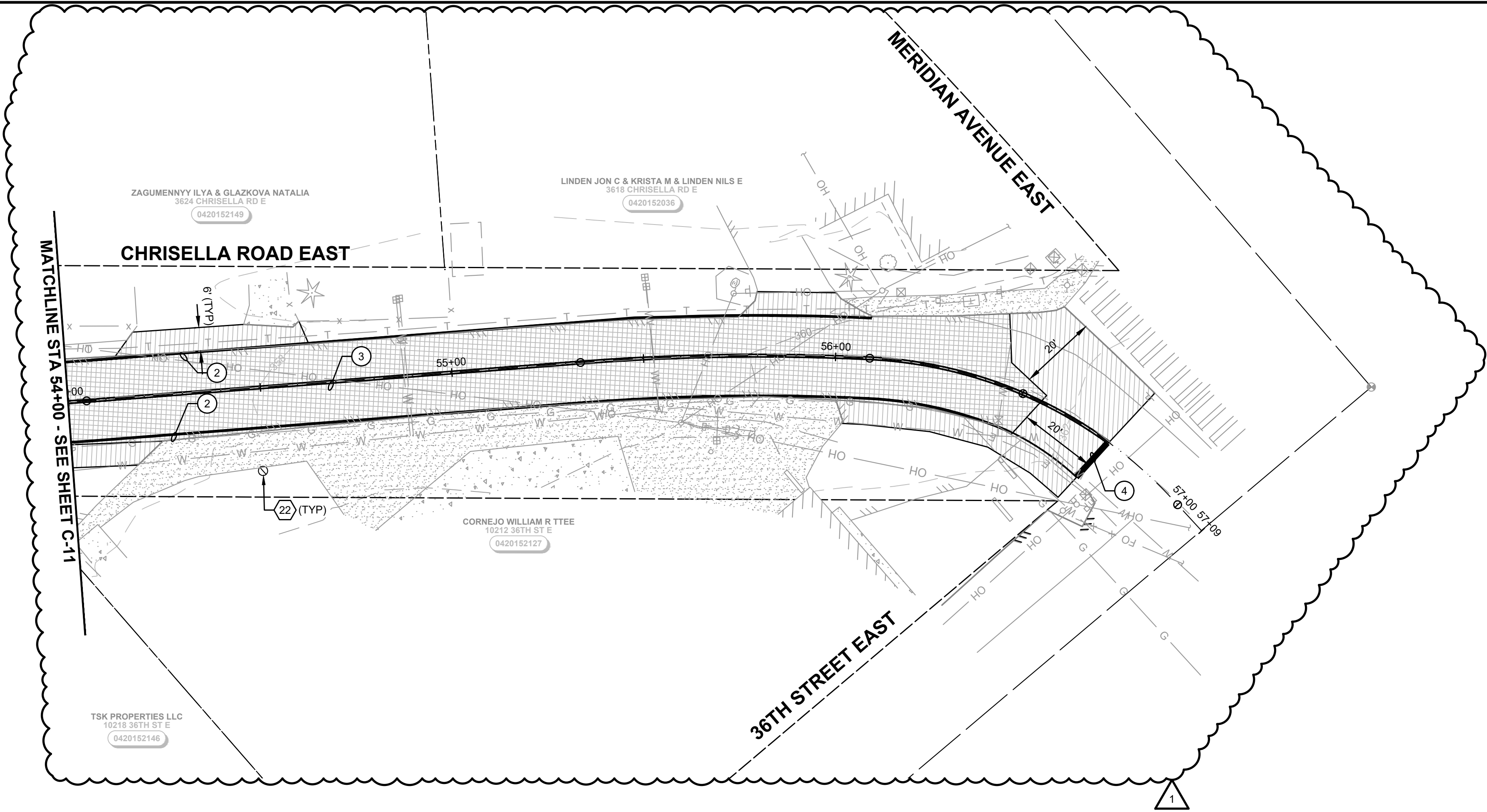
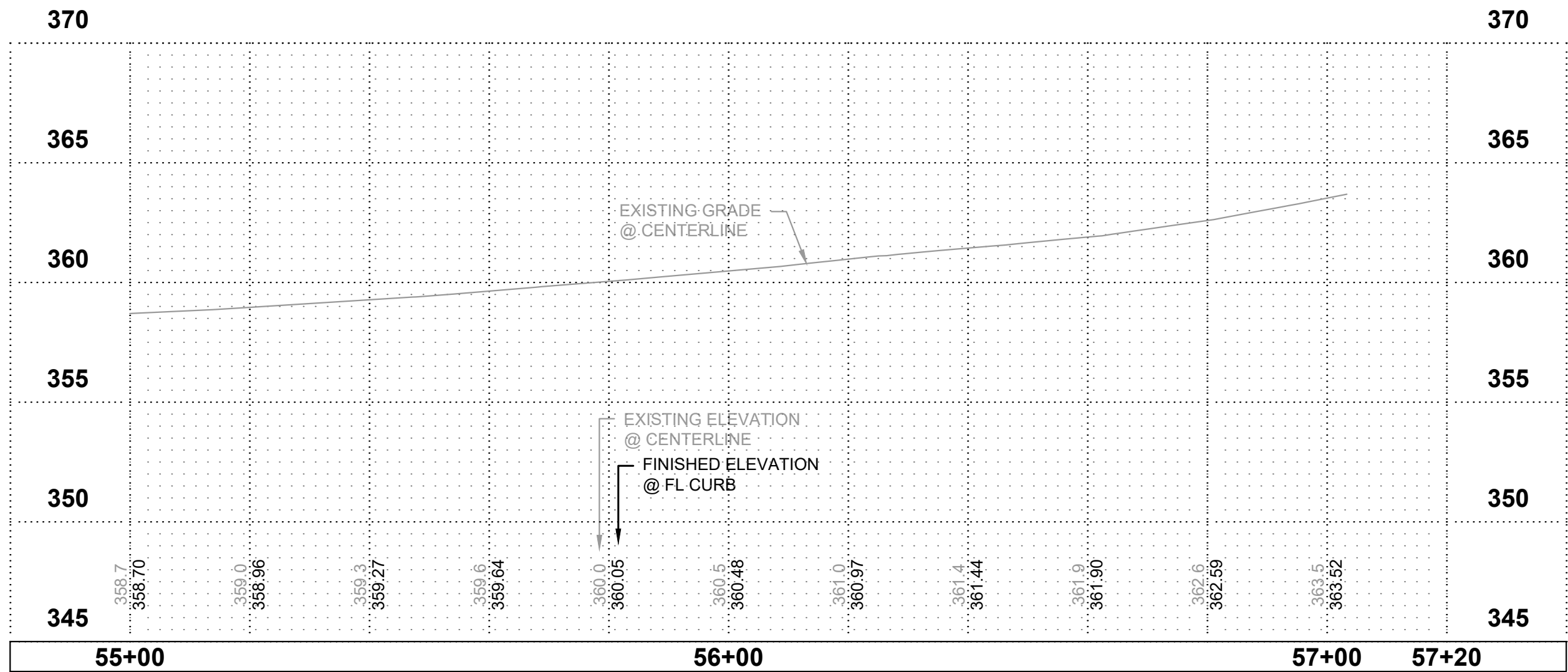
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CITY OF EDGEWOOD
PIERCE COUNTY WASHINGTON
**CHRISSELLA ROAD EAST SAFETY
IMPROVEMENTS**
PLAN AND PROFILE - STATION 50+00 TO 54+00

JOB NO.: 21621
DWGPLAN

L:\EDGEWOOD\21621 Chrissella Rd E Safety\01 Design Phase\PLANSET\CV\PLAN.dwg, 5/7/2024, 10:29 AM, MARK NAGEL



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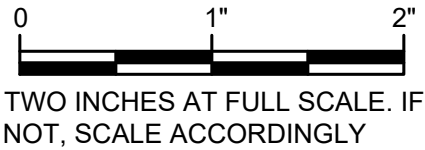
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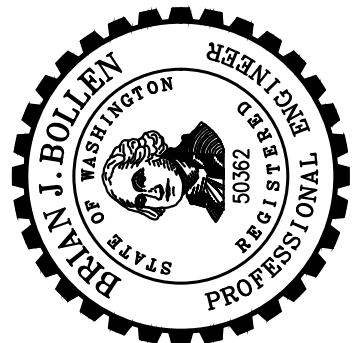
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City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0739- Resolution 24-0739 Interurban Trail Phase III Supplemental Agreement	Agenda Item #: 6.A
	For Agenda of: 8/27/2024
	Prepared by: Chuck Hendricksen
Attachments (list): 1. RESOLUTION NO. 24-0739 - KPG Psomas PE Work for Interurban Trail 2. ExA - Edgewood Supp1_Final Design_062524	
Approval of Materials: Chuck Hendricksen Rachel Pitzel, Assistant City Administrator 8/22/2024 Dave Olson 8/22/2024	Expenditure Required: \$1,881,227.93
	Amount Budgeted: \$500,000 (2024 CIP #P-1)
	Timeline: 08/20/2024 SS 08/27/2024 RCM

Summary Statement:

By passing Resolution 23-0678 on June 27, 2023, the City Council authorized execution of an agreement with KPG Psomas, Inc. ("KPG") for the Interurban Trail Phase III (Jovita Canyon) Project Design. Since the Agreement was executed, the City and KPG have mutually agreed to additional preliminary work not included in the original scope of the Agreement that has been deemed necessary in order to complete the PE Phase and obligate grant funds for the next phase of work: construction. City staff negotiated an acceptable scope of work and budget for said additional work with KPG following WSDOT procedures, resulting in a revised contract total of \$1,881,227.93, an increase of \$1,445,623.22. These additional expenses will be covered by local city funds, consisting of Park Impact Fees and Traffic Impact Fees.

Following discussion with the City Council at last week's study session, staff has prepared the attached resolution for Council's consideration, authorizing the Mayor to execute a supplemental agreement with KPG. to complete the design phase of work, using a form to be reviewed and accepted by WSDOT.

Item History:

Recommended Action:

MOTION to adopt AB24-0739- Resolution 24-0739 Interurban Trail Phase III Supplemental Agreement

Fiscal Note/Consideration:

Traffic Impact Fees are limited to 20% of the total project cost by the current TIF Project List and Program, which limits the amount available for the PE Design phase to about \$407,000. The total Traffic Impact Fee fund balance is currently more than \$5M, leaving ample fund balance available for other programmed projects.

Park Impact Fees would cover the remaining balance needed for the PE Design Phase, which is about \$1,157,145. The total Park Impact Fee fund balance is currently about \$1M, after considering the recent purchase of the Nyholm Windmill. Considering fees received and anticipated for the remainder of 2024, we anticipate an ending fund balance of about \$100,000. Capital Projects P-3 (multimodal loop) and P-9 (Wolf Point Trail) would be delayed until additional Park Impact Fees or other funding sources became available.

RESOLUTION NO. 24-0739

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, AUTHORIZING THE MAYOR TO EXECUTE SUPPLEMENTAL AGREEMENT NUMBER 1 FOR THE INTERURBAN TRAIL PHASE III (JOVITA CANYON) PROJECT DESIGN (PE PHASE) WITH KPG PSOMAS, INC.

WHEREAS, by passing Resolution 23-0678 on June 27, 2023, the City Council authorized execution of a Local Agency A&E Professional Services – Negotiated Hourly Rate Consultant Agreement (“Agreement”) with KPG Psomas, Inc. (“KPG”) for the Interurban Trail Phase III (Jovita Canyon) Project Design (PE Phase); and

WHEREAS, since the Agreement was executed, the City and KPG have mutually agreed to additional preliminary work not included in the original scope of the Agreement that has been deemed necessary in order to complete the PE Phase and obligate grant funds for the next phase of work: construction; and

WHEREAS, staff negotiated an acceptable scope of work and budget for said additional work with KPG following WSDOT procedures, resulting in a revised contract total of \$1,881,227.93, an increase of \$1,445,623.22; and

WHEREAS, these additional expenses will be covered by local city funds, consisting of Park Impact Fees and Traffic Impact Fees; and

WHEREAS, the City Council considered staff’s recommendation during its study session of August 20, 2024 and regular Council meeting of August 27, 2024;

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. The City Council hereby authorizes the Mayor to execute Supplemental Agreement Number 1 between the City of Edgewood and KPG Psomas, Inc., in a form to be reviewed and accepted by WSDOT, for the revised total amount of \$1,881,227.93 for the Interurban Trail Phase III (Jovita Canyon) Project Design (PE Phase). A copy of said Scope of Work and Budget is attached hereto as Exhibit A.

Section 2. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 27TH DAY OF AUGUST, 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A
Supplemental Agreement Number 1
(Scope of Work and Budget)

Exhibit A

SCOPE OF WORK

City of Edgewood Interurban Trail Phase III (Jovita Canyon) Supplement No. 1 – Final Design

**KPG Psomas, Inc.
June 21, 2024**

A. Project Description/Background

The conceptual design phase for the Interurban Trail Phase III (Jovita Canyon) Project ("Project") has been completed and the 30% plans and cost estimate have been developed as of May 2024. The following scope of work outlines the effort required to complete the final design and preparation of bid documents, based on the 30% layout.

The project continues to have an assigned **DBE goal of 21%**.

B. Project Assumptions

The following assumptions are made to provide direction to the design:

- ☐ The estimated project duration for completion of the project up to Bid Documents is 18 months.
- ☐ Construction will primarily stay within the existing City-owned property and right-of-way.
- ☐ Right-of-way services or support are not included in this contract. If right-of-way services are determined to be needed as the design is more fully developed, this work can be included as a supplement to the contract.
- ☐ Sewer and water design are not included in this contract.
- ☐ Aerial utility undergrounding is not included in this contract.
- ☐ Illumination design is not included in this contract. Any illumination design will be completed by PSE IntoLight.
- ☐ The Consultant shall prepare all drawings using AutoCAD and Civil 3D 2022 and KPG Psomas drafting standards.

C. City-Provided Items:

- ☐ Right of entries for surveying, geotechnical exploration, and/or construction, as required.
- ☐ Submittal reviews, comments, and approvals (1 consolidated set of comments per submittal).
- ☐ Public notices, property owner mailings, postage.
- ☐ Grant funding documentation, if any.
- ☐ Arrangements for stakeholder meetings, which may be in-person or virtual meetings.
- ☐ Existing record drawings (as-built plans), horizontal and vertical monumentation, adjacent development plans, geotechnical reports, environmental reports, GIS maps, CAD drawings, and other applicable information, if available.
- ☐ Available transportation analysis reports, counts, and models.
- ☐ Contact information for franchise utility providers within the project area.

D. Consultant Deliverables

Deliverables prepared by the Consultant are identified at the end of each Task.

E. Scope of Work

Task 1 – Management / Coordination / Administration

- 1.1 The Consultant will provide continuous project management and administrative services including:
 - Contract set-up and execute agreement
 - Execution of subconsultant agreements
 - Preparation of monthly invoices with progress reports
 - Schedule and budget monitoring
 - Coordination with City staff via phone, email, Microsoft Teams, and in-person meetings
 - Record keeping and project closeout
 - Monthly DBE reporting on WSDOT's online portal
- 1.2 Prepare for and attend monthly design coordination meetings with City Project Manager and other Staff or project stakeholders, as needed. These meetings will be held via Microsoft Teams unless otherwise requested by the City (estimate 18 meetings total).
- 1.3 The Consultant will update the project schedule as needed.

Task 1 Deliverables:

- *Monthly invoice with progress reports (18 months)*
- *Monthly design meetings (estimated 18)*
- *Project schedule and updates using Microsoft Project (PDF)*

Task 2 – Survey and Base Mapping

- 2.1 Alignment Staking. Set stakes and lath intervisible along the proposed alignment at an approximate interval of 100 feet in curves and 250 feet in tangents.
- 2.2 Supplemental Field Survey: Survey to a minimum of 15 feet to each side of the proposed alignment and as depicted by the engineer. Survey topography and planimetric features including individual trees with a trunk diameter of 6" or above, vegetation, and surface evidence of underground utilities. Topographic mapping of the existing ground will be taken at approximately 25-ft intervals (to 2-ft. contour intervals).
- 2.3 Jovita Boulevard Drainage: Survey the ends of culverts and road edges as indicated by the engineer.
- 2.4 CADD mapping work to update the base map and digital terrain model (DTM) in AutoCAD format of the project within the limits described above. KPG Psomas mapping standards and Civil3D version 2022 will be utilized in base map preparation.

Task 2 Assumptions:

- *Alignment staking and topographic mapping will be done concurrently.*
- *All parcel lines and existing ROW outside of the project area will be depicted using Pierce County GIS*

Task 2 Deliverables:

- *Electronic copy of the completed basemap*

Task 3 – Subconsultant Coordination

- 3.1 Geotechnical Analysis: KPG Psomas' effort under this task includes coordination with HWA GeoSciences, reviewing their deliverables, providing information such as CAD drawings, plans, figures, and details, and incorporating geotechnical recommendations into the contract drawings and specifications. See the attached Proposal from HWA GeoSciences for additional information including a list of assumptions and deliverables.
- 3.2 Constructability Review: KPG Psomas' effort under this task includes coordination with Ott-Sakai & Associates, LLC, reviewing their deliverables, providing information such as CAD drawings, plans, figures, and details, and incorporating site access, traffic control, and constructability recommendations into the contract drawings and specifications. See the attached Proposal from Ott-Sakai & Associates, LLC for additional information including a list of assumptions and deliverables.
- 3.3 Arborist Services: KPG Psomas' effort under this task includes coordination with Land Meets Water, reviewing their deliverables, and providing information such as CAD drawings, plans, figures, and details. See the attached Proposal from Land Meets Water for additional information including a list of assumptions and deliverables.
- 3.4 Structural Engineering: KPG Psomas' effort under this task includes coordination with V+M Structural Design, design coordination meetings, and providing information such as CAD drawings, figures, and details. See the attached Proposal from V+M Structural Design for additional information including a list of assumptions and deliverables.

Task 4 – Preliminary Environmental and Permitting Evaluations

The Consultant shall provide environmental permit support for the proposed project, which currently has access to local funding, as well as state and federal grants.

- 4.1 This task is for regular communication and coordination with the project engineers, technical staff, City staff, and for agency coordination. This includes up to two meetings with WSDOT Local Programs staff to ensure adherence with NEPA and ESA requirements, as well as an onsite meeting with WDFW to determine stream fish bearing status, and up to two meetings with the Army Corps of Engineers (Corps), prior to JARPA submittal. Environmental permitting support is expected to last approximately 18 months but may extend to 24 months.
- 4.2 The involvement of federal funds from WSDOT/FHWA triggers the requirement for the project to comply with the National Environmental Policy Act (NEPA), with FHWA as the federal lead entity. Prior to the commencement of work on the project, the scope and level of documentation for each discipline area will be confirmed by the City and WSDOT. KPG Psomas will coordinate with the City and WSDOT Local Programs staff to determine the appropriate approach for environmental review and documentation. The

project assumptions will be discussed with WSDOT to confirm the approach. For the purposes of this scope, it is assumed that a DCE (Documented Categorical Exclusion) is the appropriate level of NEPA documentation, as no significant impacts on the environment are anticipated. It is assumed that brief technical memoranda will be needed to document the existing conditions and lack of adverse effects to environmental justice and 4(f) resources.

The Consultant will prepare a Draft and Final WSDOT CE Form for the project to document compliance with NEPA. The CE Form will be completed per the guidance and requirements in the WSDOT Environmental Manual and the Local Programs CE Guidebook at the time a notice to proceed is received by the Consultant and using existing information from the technical reports completed for the project, the project design plans, and other available information.

- 4.3 The Consultant will prepare a biological assessment (BA) to comply with Section 7 of the Endangered Species Act as triggered through permitting by federal agencies (i.e., FHWA). The BA will include an evaluation of the potential direct and indirect effects of the project on federally listed threatened, endangered, and proposed species and critical habitats. The Consultant will also complete the analysis of the environmental baseline, interrelated and interdependent actions, cumulative effects, and address Essential Fish Habitat (EFH). The BA will be prepared following US Fish and Wildlife (USFWS) and National Marine Fisheries Service (NMFS) guidelines (collectively known as the Services) and will adhere to the standards of WSDOT. We assume that federal funding through WSDOT will be secured for project construction and that WSDOT review of the BA will be required.

Based on the presence of listed species and habitats within the action area, potential project impacts the assumption for this scope is that a BA effect finding of “Likely to adversely affect” is likely appropriate for steelhead trout, while a finding of “May effect, not likely to adversely affect is likely for Chinook salmon and bull trout. Based on the review of preliminary data, it appears as if the appropriate effects determination for other listed species potentially present in the project vicinity is “no effect” for the remainder of the listed species based on lack of distribution and lack of suitable habitat in the Action Area.

- 4.4 The Consultant will prepare a Joint Aquatic Resources Permit Application (JARPA) to support the City in obtaining federal permits from the Corps under the Clean Water Act sections 404 and 401. These permits will be needed for potential culvert extension, as well as direct and indirect wetland and stream impacts associated with the project. Based on the preliminary design, permanent direct wetland impacts will be approximately 0.3 acre, which indicates the project would likely qualify for a Nationwide (NWP) 404 permit, likely a Nationwide 14 for Linear Transportation Projects (under the permits 0.5 acre impact threshold). Under the NWP 14, the threshold for triggering an individual 401 permit is more than 1/3 acre of fill. As wetland impacts for a final design have not been determined, this scope assumes the project will need to follow the individual 401 process with the Washington State Department of Ecology (Ecology), which will also require the preparation of documents to obtain a coastal zone management (CZM) Federal Consistency Decision from Ecology. The Consultant will prepare a set of permit drawings in the format required by the Corps to accompany the JARPA.
- 4.5 The Consultant will prepare a Draft and Final SEPA Checklist for the Project. We will use existing information to complete the Checklist. At this time, it is reasonable to assume that no additional studies would be necessary to complete the Checklist. If it is

determined by the City that the project is exempt from SEPA under WAC 197-11-800 or local code, this subtask will be unnecessary.

- 4.6 The Consultant will work with City staff to comply with state Hydraulic Code permitting requirements and will prepare an Application for a Hydraulic Project Approval (HPA) for the Washington Department of Fish and Wildlife (WDFW) that will permit any in-water and overwater work associated with stream crossings. The application will be based on the 90% plan set and will be submitted electronically, through the Washington State Aquatic Protection Permitting System (APPS). This subtask assumes that the field visit with WDFW under Subtask 4.1 will result in a WDFW decision that the two tributaries to Jovita Creek that require extension are both non-fish bearing and that upgrade of the culverts to fish passability is not required.
- 4.7 The Consultant shall assist the City in evaluating the feasibility of sites for natural resources mitigation consistent with both Edgewood Critical Areas code and Corps requirements. This mitigation feasibility evaluation will consist of a review of three alternatives: mitigation bank/in-lieu fee credits; on-site mitigation; and an evaluation of up to two city-owned off-site properties in the vicinity.

A site reconnaissance and functional assessment will be conducted for the on-site and City-owned properties to evaluate each site's suitability as mitigation for the project's mitigation needs. The analysis will be based on the criteria outlined in Selecting Wetland Mitigation Sites Using a Watershed Approach (Ecology 2009), and will include the following steps:

- Watershed based identification of suitable sites – solicit input from agency staff on potential mitigation sites in the watershed.
- Field reconnaissance for three (3) site visits to assess existing conditions and current functions.
- Prepare preliminary concept sketches to assess potential functional lift/wetland credits available at the sites.

The results of the site analyses will be documented in a Mitigation Feasibility Memorandum. Following review and concurrence from the Lead Agency and key stakeholders, a single site will move forward for incorporation in the Critical Areas Report and Habitat Mitigation Plan.

A formal wetland and FWHCA delineation will be conducted at the preferred mitigation site, including final rating and functional assessment.

4.8 Mitigation Design

The proposed mitigation design will include the following elements:

- Cover Page with location map and Index (2 sheets)
- Grading plans and profiles (2 sheets)
- Site details (1 sheet)
- Landscape Plans showing proposed mitigation types, planting zones, habitat features, and plant species lists (2 sheets)
- Irrigation Plans (1 sheet)
- TESC Plans and Details (2 sheets)
- Draft Specifications (2 sheets)
- Draft Monitoring Plan – narrative (2 sheets)

4.9 Critical Area Report and Habitat Mitigation Plan

Under Phase 1 of this project, ESA prepared a Critical Areas Existing Conditions Report addressing the presence of critical areas in the project area. The Consultant will use this information to perform a detailed impact analysis, including direct and indirect impacts and temporary/permanent impacts to wetlands, streams, and their buffers.

This information, along with an analysis of the project's impacts, will be used to determine the project's mitigation needs. These needs would then inform the selection of a suitable site (detailed in Task 4.7) and mitigation design (Task 4.8).

In parallel with the mitigation design, formal delineation of the selected mitigation site would be performed, and a Draft Critical Areas Habitat Management and Mitigation Plan, including the following elements:

- Executive Summary
- Introduction (purpose of the report)
- Project narrative (location, purpose and description, project schedule, responsible parties)
- Impact assessment (landscape setting, existing conditions of wetlands, streams, and buffers to be impacted, impact calculation summary tables, narrative of permanent and temporary impacts to wetlands, streams and buffers, discussion of affected functions)
- Mitigation strategy (avoidance and minimization of wetland impacts, proposed compensatory mitigation concept)
- Description of compensatory mitigation site (existing wetland acreage, vegetation, wildlife habitat, landscape position and watershed relationship, existing hydrologic regimes, topography, soils and substrate, buffer condition and function)
- Ecological processes, current and proposed
- Construction Schedule and timing restrictions
- Proposed design elements (grading, proposed mitigation activities and wetland acreage, hydrologic regimes, proposed soil conditions, planting zones, and species lists)
- Mitigation goals, objectives, and performance standards
- Proposed site maintenance and monitoring plan (time period to be determined)
- Contingency Plan
- References
- Appendices (site selection forms, credit-debit forms)

Task 4 Assumptions:

- *The Consultant will prepare only the environmental permits and approvals specifically referenced in Task 4.*
- *In consultation with City and WSDOT staff, technical memoranda will be “right-sized” to address the potential impacts of this project. We assume that a CE is the appropriate environmental classification for this project. This scope of work will need to be amended if WSDOT and FHWA determine that additional technical reports will be required, or that the project requires an environmental assessment or Environmental Impact Statement to complete NEPA documentation.*
- *Environmental Impact Statement to complete NEPA documentation.*
- *With the exception of a single site visit/hazardous materials windshield survey, no additional fieldwork or surveys will be required to complete the NEPA CE form.*
- *No hazardous materials are located within, or directly adjacent, to the project area.*

- *Impacts to 4(f) recreation resources, if any, will be de minimus and addressed in a short technical memorandum.*
- *The Project will not increase traffic capacity and therefore is not subject to air quality conformity analysis requirements, nor will a noise assessment be required under NEPA.*
- *The Critical Areas Report and Mitigation plan will be submitted with the NEPA CE form and with the JARPA application to the Corps, and will serve to satisfy both NEPA and the Corps documentation requirements for mitigation.*
- *The Consultant will base its Biological Assessment on 60% Design Drawings and technical reports, once developed. This will include detailed information on existing and new impervious surfaces and any proposed stormwater treatment and detention. It is assumed the project will not result in a net increase in the amount of pollution generating impervious surface (PGIS).*
- *All deliverable include a single round of City review. The City is responsible for consolidating comments from multiple reviewers and resolving any inconsistencies. For the Biological Assessment and all NEPA-related documentation, this scope also assumes a separate single round of review by WSDOT.*
- *This task includes a limited number of hours (8) to assist the City with responding to comments from the Services. Preparation of a revised BA is not included in this task.*
- *The Consultant assumes that project activities comply with the requirements and conditions of Nationwide Permit (NWP) 14, Linear Transportation Project, including direct wetland impacts of less than 0.5 acre.*
- *The project will not trigger a Section 404 Individual Permit. If an individual permit and 404(b)(1) alternatives analysis are required, an amendment to this SOW will be necessary.*
- *The Consultant will prepare JARPA plan sheets to Corp specifications to accompany the JARPA application. It is anticipated that up to 14 sheets will be required to illustrate existing conditions, project impacts, and proposed mitigation actions.*
- *On the JARPA, the City will be the owner and owner's representative authorized agent and be the signature authority.*
- *For purposes of this scope of services, the Consultant has assumed that the City will be the SEPA lead agency and that they will issue a SEPA determination consistent with their SEPA rules. The City will be responsible for finalizing the checklist and responding to public and agency comments and will be responsible for any publication or permit fees.*
- *The Consultant assumes that any technical documents necessary for SEPA review outside the scope of this scope will be provided by the City.*
- *The SEPA Checklist will be based on about 30 percent design level project plans. The City is responsible for any SEPA permit fees and for publication of all SEPA notices.*
- *The Consultant will assist the City with mitigation siting as described in Subtask 4.7 up to the budgeted amount (Exhibit B). However, the City is ultimately responsible for selecting the site(s) and for establishing right-of-entry to the relevant parcels for the Consultant.*
- *The mitigation feasibility analysis may be abbreviated or omitted if credit is available at a Wetland Mitigation Bank or Pierce County In-Lieu Fee site and stakeholders agree this approach provides the best compensation for the proposed impacts.*
- *The mitigation feasibility analysis includes site reconnaissance level visits to three sites. Formal delineation of wetlands and/or streams at these sites is not included in this scope, and the scope assumes that the reconnaissance can be performed by two KPG Psomas staff members in two field days.*
- *Credit/Debit Forms and mitigation concept sketches will be prepared for the three sites in this subtask will be included in the Conceptual Wetland mitigation plan.*
- *Background studies necessary for the mitigation design to be prepared under separate scope include: topographic survey, geotechnical and hydrologic analysis, and archaeological and cultural studies for the proposed mission site.*

Task 4 Deliverables:

- *NEPA coordination meeting with the City and WSDOT HLP*

- *Draft NEPA CE form and 4(f) technical memo for comments by the City*
- *Final NEPA CE form and 4(f) technical memo for City signature and submittal to WSDOT*
- *Draft BA (provided electronically in MSWord and PDF format).*
- *Final BA (provided electronically in MSWord and PDF format)*
- *Response to Services, WSDOT, or Corps comments on the BA*
- *Draft JARPA form and permit drawings for City review.*
- *Final JARPA form and permit drawings for submittal to the Army Corps of Engineers and Department of Ecology.*
- *Draft SEPA Checklist (provided electronically in MSWord format).*
- *Final SEPA Checklist – (provided electronically in Adobe PDF format) includes edits based on one round of review comments by the City. All comment/edits made to the Word document will be provided in track changes mode.*
- *Draft Mitigation Feasibility Memorandum*
- *Draft Wetland and FWHCA Delineation, Selected Mitigation Site*
- *Draft Mitigation Design (14 plan sheets)*
- *Draft Critical Areas Habitat Management and Mitigation Plan*
- *Electronic submittal of HPA application through APPS*

Task 5 – Public Outreach

The purpose of the Public Outreach task is to solicit feedback and confirmation of the proposed design(s), update the stakeholders and public throughout the process, and continue project support and funding opportunities.

- 5.1 The Consultant shall work with City to prepare a Public Engagement Strategy Plan, including stakeholder and community outreach and schedule. The accepted plan shall be used to facilitate the public involvement process.
- 5.2 The Consultant shall attend and facilitate the following public outreach meetings below. The goal of these design meetings is to encourage feedback from the community and stakeholders, educate, vet ideas, determine appropriate project design elements for the trail corridor, and advance the project vision.
 - One (1) in-person public open house (location to be provided by the City)
 - Two (2) Council Meetings, as requested by the City.
 - Up to three (3) educational or participatory design meetings with appropriate decision makers (as identified and formed by the City) in person or online format.
- 5.3 The Consultant shall prepare presentation and graphic support materials for public outreach and City/Stakeholder design meetings. This may include (2-3) mockups for design elements, such as signage, and other outreach materials to encourage participation and feedback from the public. The Consultant shall provide content for City website updates, prepare presentation materials, create and help launch online public surveys for the Public Open House, as well as content for up to two (2) City Council meetings.

The Consultant shall also prepare and provide presentation materials for outdoor display boards, and mailers to provide information on public engagement, upcoming presentations, and project milestone dates.

Task 5 Assumptions:

- *KPG Psomas shall facilitate an in-person public meeting event, location to be determined.*
- *KPG Psomas shall use Google Forms or Let'sTalk (TBD) for online public survey forms and shall coordinate with City's website platform consultant.*

- *KPG Psomas shall coordinate with the City to provide media updates for print/online, including visual graphic content.*
- *Presentation to City Council will be after review and meetings with City staff and submittal milestones, to present design recommendations.*
- *The City shall facilitate mailing and addresses for project update postcard mailing materials.*

Task 5 Deliverables:

- *Public Engagement Strategy Plan*
- *Memo for each meeting summarizing meeting decisions/directions*
- *City Council Powerpoint Presentation*
- *Content and visual rendered graphics and presentation materials for public outreach project narrative/goals and online survey*
- *Online public survey content and web address link*
- *Content for fact sheet and FAQ for City's social media & City website updates*
- *Up to six (6) 36x48 outdoor display project boards*
- *Mockups for proposed signage (2-3)*
- *Public comments and findings memo summary*

Task 6 – Stormwater Analysis and Design

- 6.1 Analysis of Existing Conveyance System(s) & Outfall(s): The Consultant will review existing stormwater conveyance facilities within the project limits and identify all existing discharge points; identify threshold discharge areas (TDAs) based on existing site conditions; attend one (1) site visit to conduct a qualitative downstream analysis including a summary of existing drainage patterns to receiving waters and identification of any downstream drainage issues.
- 6.2 Flow Control Facility Design: The Consultant will design on-site stormwater management and flow control facilities in accordance with the requirements of the 2021 Pierce County Stormwater and Site Development Manual (2021 PCSSDM), including the following:
- Assessment of project area(s), TDAs/subbasins, and existing/proposed condition target surfaces that require mitigation.
 - Modeling/sizing of on-site stormwater management and/or flow control facilities using an approved continuous simulation hydrology model.
 - Spatial constraints including adjacent properties, existing utilities, and/or critical area(s) may render on-site detention facilities infeasible. The consultant will assess alternative/equivalent off-site areas within the same TDA for detention, as necessary.
- 6.3 Design of New Conveyance System(s): The Consultant will complete a capacity/backwater analysis for the proposed conveyance system in accordance with the 2021 PCSSDM to ensure adequate capacity to capture and convey project runoff in the proposed condition. Results of the conveyance capacity analysis will be documented in the Stormwater Technical Information Report.
- 6.4 Stormwater Technical Information Report: The Consultant will prepare Draft and Final Stormwater Technical Information Reports to accompany the 60% and 90% Design

Packages, respectively. Stormwater Technical Information Report(s) will be prepared in accordance with the 2021 Pierce County Stormwater Management and Site Development Manual (PCM) to demonstrate compliance with applicable Minimum Requirements.

Task 6 Assumptions:

- *This project is subject to the 2021 Pierce County Stormwater Management and Site Development Manual (PCM) and City of Edgewood Modifications to the PCM per Section 13.05.170 of the City's Municipal Code.*
- *The proposed non-motorized trail surface is not considered a Pollution-Generating Impervious Surface (PGIS). As such, water quality treatment measures are not anticipated to be required.*
- *Geotechnical investigation completed by HWA Geosciences, Inc. indicates the presence of several conditions (glacial till soils, steep slopes, seepage) throughout the project area. As such, on-site stormwater management BMPs, including Full Dispersion and/or Infiltration are considered infeasible.*
- *Structural design of proposed detention vault facilities will be completed by others.*
- *Contractor will prepare and submit a SWPPP report to the City prior to construction.*
- *Wetland hydroperiod analyses are not required.*

Task 6 Deliverables:

- *Draft Stormwater Technical Report (PDF) submitted with the 60% submittal*
- *Final Stormwater Technical Report (PDF) submitted with the 90% submittal*

Task 7 – Fish Barrier Removal and Stream Realignment

The Consultant shall conduct analyses and prepare plans to remove and replace the existing box culvert, identified by WDFW to be a fish barrier due to the water surface drop and the downstream end (WDFW Site ID 997989), with a fish passable structure. The Consultant will also develop stream relocation plans for approximately 200 linear feet of stream located approximately between Sta 333+50 and 335+50. The steps outlined below will be applied to these two separate areas of the project.

- 7.1 **Data Review and Site Reconnaissance:** The Consultant will review available hydraulic, hydrologic, topographic, geologic, geotechnical, and environmental data for the culvert replacement and the portion of Jovita Creek that is to be relocated. Staff will observe site conditions and measure the bankfull width, channel cross section, channel slope, and conduct pebble counts to characterize the streambed substrate. Presence and areas of bank and bed erosion and deposition, areas of migration potential, and general observations regarding large woody material (LWM) will be documented.
- 7.2 **Hydrologic Analysis:** The consultant will estimate the 2-, 100-, and 500-year peak discharge flow rates using the most appropriate methodology for the sites. The future 100-year flood magnitude will be estimated using WDFW climate change resilience web application.
- 7.3 **Conceptual Stream Design and Hydraulic Modeling:** The consultant will develop a simple 1D HY-8 model for the existing culvert. The proposed streambed morphology will be identified and a conceptual plan developed in accordance with the Stream Simulation procedures and methods of the WDFW Water Crossing Design Guidelines (2013) and WSDOT Hydraulics Manual. The reach profile characteristics will be established and potential long term total scour estimated to determine the embedment requirement for

the new fish passable structure. The conceptual design will include the minimum hydraulic opening, reach profile, and typical cross section.

- 7.4 Meetings and Stakeholder Coordination Support: The consultant will coordinate a concurrence meeting at the site with key stakeholders, including Tribes and WDFW, to confirm the bankfull width and site constraints that effect the designs. Additional meetings will be held virtually to discuss and resolve stakeholder comments on the design.
- 7.5 Final Design: Using the conceptual design and corresponding stakeholder input as the basis, the Consultant will develop a HEC-RAS hydraulic model for the proposed condition. The model will be used to estimate water levels, stream velocities, areas of inundation, and freeboard. HEC-18 procedures will be used to estimate stream scour and determine the depth of footings/countersink for the proposed structure. Stream restoration plans and details will be prepared to show grading, large woody material, rock features, and revegetation.
- 7.6 Stream Hydraulic Design Report: The Consultant will prepare a draft and a final report to document the analyses and basis of design for the fish barrier removal and culvert replacement, and stream realignment.

Task 7 Assumptions:

- *The culvert and stream design will be based on single-phase construction.*
- *WSDOT Hydraulics Manual will be used for reference only.*
- *Stream Simulation method will be used to the extent practicable.*
- *Geotechnical investigation for culvert design is by others.*
- *Structural design of water crossing structure will be completed by others.*
- *Up to 4 site visits by 2 KPG staff will be required.*
- *Rights of entry for upstream and downstream analysis (approximately 500 ft each direction) will be provided by others.*
- *Up to 4 stakeholder meetings will be held.*
- *LIDAR data by others will be suitable for use in developing hydrologic and hydraulic models.*

Task 7 Deliverables:

- *Conceptual Crossing Design plan*
- *Notes from stakeholder concurrence meeting*
- *Draft Stream Hydraulic Design Report (PDF) submitted with the 60% Design Package.*
- *Final Stream Hydraulic Design Report (PDF) submitted with the 90% Design Package.*
- *PS&E as noted in other tasks.*

Task 8 – Utility Coordination

The Consultant shall coordinate with private/franchise utilities affected by the proposed improvements. Efforts included under this task are as follows:

- 8.1 The Consultant will coordinate with each of the utilities by email and phone calls. Each milestone submittal plan set will be sent to each utility. A Utility Contact Log to document communications will be updated throughout the duration of the project. The Consultant shall prepare for and attend meetings (6 estimated) with franchise utilities to discuss utility conflicts and relocations, as needed.
- 8.2 Prepare and update Pothole and Utility Conflict Plan. This plan will be submitted to all utility providers affected to assess whether said utility may conflict with the proposed

improvements. Utility locating service will provide potholing services to identify potential utility conflicts.

Task 8 Assumptions:

- *Only minor relocations and adjustments of franchise utilities are anticipated.*
- *Construction of new franchise utility systems, aerial undergrounding, and joint utility trenches are not included in this contract.*

Task 8 Deliverables:

- *Prepare and update Pothole and Utility Conflict Plan (PDF)*
- *Pothole Data Sheets*

Task 9 – 60% Design

9.1 The Consultant shall incorporate all City comments received during the 30% submittal review. It is anticipated that the 60% plans will include the following:

- ☐ Cover Sheet
- ☐ Legend and Abbreviations
- ☐ Sheet Index, Alignment Plan & Survey Control
- ☐ Aerial Context Map
- ☐ Typical Trail Sections
- ☐ Site Preparation and TESC Plans
- ☐ Trail Plans & Profiles
- ☐ Stormwater Plans & Profiles
- ☐ Culvert Replacement Stream Plan & Profile
- ☐ Culvert Replacement Stream Sections
- ☐ Stream Realignment Plan & Profile
- ☐ Stream Realignment Sections
- ☐ Stream Restoration Details
- ☐ Trail Crossing Plan at 14th Ave E Mid-Block
- ☐ Trail Crossing Plan at W Valley Hwy E
- ☐ Non-Structural Retaining Wall Plans
- ☐ Landscaping Plans
- ☐ Landscaping Details
- ☐ Urban Design Plans
- ☐ Mitigation Plans
- ☐ Cross Sections

Plans sheets prepared by others will include:

- ☐ Tree Protection Plans & Details (by Land Meets Water)
- ☐ Pedestrian Bridge Plans & Details (by V+M Structural)
- ☐ Structural Retaining Wall Plans & Details (by V+M Structural)

Vertical grading associated with intersections and curb ramps will be developed, but not called out or detailed on the Plans unless critical. Cut and fill embankment lines, or retaining walls where needed, will be shown. Any anticipated easement takes, and temporary construction easement needs will be shown on the Plans.

9.2 The Consultant shall provide an internal quality assurance/quality control (QA/QC) review of all deliverables before submittal.

Work Item 9 Deliverables:

- 60% Plans (Electronic PDF)
- 60% Construction Cost Estimate (by Ott-Sakai)

Task 10 – 90% Design

10.1 The Consultant shall incorporate all City comments received during the 60% plan review. It is anticipated that the 90% plans will include the following:

- 1 Cover Sheet
- 1 Legend and Abbreviations
- 2 Sheet Index, Alignment Plan & Survey Control
- 1 Aerial Context Map
- 3 Typical Trail Sections
- 2 Typical Trail and Roadway Details
- 4 Construction Access and Staging Plans
- 6 Site Preparation and TESC Plans
- 1 Site Preparation and TESC Details
- 13 Trail Plans & Profiles
- 13 Stormwater Plans & Profiles
- 2 Stormwater Details
- 7 Culvert Replacement Stream Restoration Plans, Sections and Details
- 8 Jovita Creek Stream Realignment Plans and Details
- 14 Mitigation Plans and Details
- 2 Trail Crossing Plan at 14th Ave E Mid-Block
- 2 Trail Crossing Plan at W Valley Hwy E
- 5 Non-Structural Retaining Wall Plans
- 2 Non-Structural Retaining Wall Details
- 15 Landscaping Plans
- 3 Landscaping Details
- 6 Irrigation Plans
- 2 Irrigation Details
- 6 Urban Design Plans
- 3 Urban Design Details
- 17 Cross Sections
- 141 TOTAL SHEETS

Plans sheets prepared by others will include:

- Tree Protection Plans & Details (by Land Meets Water)
- Culvert Replacement Plans, Profiles, and Details (by V+M Structural)
- Pedestrian Bridge Plans & Details (by V+M Structural)
- Structural Retaining Wall Plans & Details (by V+M Structural)

10.2 The Consultant shall prepare specifications for the 90% submittal based on the most current WSDOT Standard Specifications and use City-provided contract boilerplate and general special provisions.

10.3 The Consultant shall provide an internal quality assurance/quality control (QA/QC) review of all deliverables before submittal.

Work Item 10 Deliverables:

- 90% Plans (Electronic PDF)
- 90% Construction Cost Estimate (by Ott-Sakai)
- 90% Specifications (Electronic PDF)

Task 11 – 100% Design / WSDOT Review

- 11.1 The Consultant shall incorporate all City comments received during the 90% plan review. It is anticipated that the 100% plans will include the same sheet count as the 90% plans. The Consultant shall complete the 100% PS&E submittal for City and WSDOT approval.
- 11.2 The Consultant shall prepare supporting documentation needed for the WSDOT review of the final PS&E. This may include completing the WSDOT PS&E Checklist, Public Interest Finding (PIF) forms, Patented/Proprietary Item Certification (PIC) forms, and Maximum Extend Feasible (MEF) documentation.
- 11.3 The Consultant shall prepare a construction cost estimate based on the 100% plans.

Work Item 11 Deliverables:

- 100% Plans (Electronic PDF)
- 100% Construction Cost Estimate (Electronic PDF)
- 100% Specifications (Electronic PDF)
- WSDOT PS&E Checklist, and as required: PIFs, PICs, and MEFs

Task 12 – Bid Documents and Bid Assistance

- 12.1 The Consultant will address comments from the City and WSDOT review of the 100% submittal and prepare complete Bid Documents (Plans, Specifications, and Construction Cost Estimate) stamped and signed by a licensed Professional Engineer, for advertisement. The Consultant shall assist with coordination with Builders Exchange of Washington (BXWA) for advertisement. The City is responsible for the fees related to advertising the project through BXWA.com.
- 12.2 The Consultant shall provide bid assistance including:
- Prepare addenda as requested by the City. It is assumed that two (2) addenda will be prepared.
 - Respond to bidder questions relayed through the City.
 - Attend the bid opening, verify bids for accuracy, and prepare bid tabulation.
- 12.3 The Consultant will provide the City with a conformed set of Bid Documents, which will incorporate any addendum information for their use and files.

Work Item 12 Deliverables:

- Bid Document Plans (Electronic PDF)
- Bid Document Construction Cost Estimate (Electronic PDF)
- Bid Document Specifications (Electronic PDF)
- Answer Contractor questions during bidding and prepare addendums as required (assumed 2 addenda)
- Bid Tabulation
- Conformed Bid Document Plans (Electronic PDF, two 11"x17" bound hard copies, two 22"x34" bound hard copies)
- Conformed Bid Document Construction Cost Estimate (Electronic PDF)
- Conformed Bid Document Specifications (Electronic PDF, two 8.5x11" bound hard copies)

F. Additional Services

The City may require other services of the Consultant. The scope of these services will be determined based on the unanticipated project needs or other considerations at the sole discretion of the City. This work may include, but is not necessarily limited to the following:

- Sewer, water, joint utility trench design services
- Illumination and/or traffic signal modification design services
- Supplemental survey and base mapping not included in Task 2
- Grant funding assistance
- Right of way services

These services will be authorized under a future contract supplement if necessary. At the time these services are required, the Consultant will provide a detailed scope of work and an estimate of cost. The Consultant shall not proceed with additional work until the City has authorized the work and issued a notice to proceed.

1 of 2

		6	20	0	0	0	0	48	40	0	0	0	0	0	0	0	0	0	0	0	0	6	0	0	0	120	\$	6,234.00	
Task 9 - 60% Design																													
9.1	60% Plans	16	140	24	40	80	80	40	100					8	40	24	40						100				732	\$	38,768.00
9.2	QA/QC of 60% Deliverable	16	8	6										8													38	\$	2,794.00
Task Total		32	148	30	40	80	80	40	100	0	0	0	0	16	40	24	40	0	0	0	0	0	100	0	0	0	770	\$	41,562.00
Task 10 - 90% Design																													
10.1	90% Plans	24	140	40	40	120	100	80	160						20	32	60						60				876	\$	45,360.00
10.2	90% Specifications	32	40	16	4									4	8	8									20		132	\$	8,644.00
10.3	QA/QC and Constructability Review of 90% Deliverable	24	8	6										6								40					84	\$	5,848.00
Task Total		80	188	62	44	120	100	80	160	0	0	0	0	10	28	40	60	0	0	0	0	40	60	0	20	0	1092	\$	59,852.00
Task 11 - 100% Design/WSDOT Review																													
11.1	100% Review Set for WSDOT Review	8	40	4	10	24	8	10	10					4	4	4	10						10		24		170	\$	9,328.00
11.2	WSDOT PS&E Checklist and other docs reqd	8	24			16																			12		60	\$	3,528.00
11.3	100% Cost Estimate	6	32	4		8	16	16	40					4	6	6	16										154	\$	8,024.00
Task Total		22	96	8	10	48	24	26	50	0	0	0	0	8	10	10	26	0	0	0	0	0	10	0	36	0	384	\$	20,880.00
Task 12 - Bid Documents and Bid Assistance																													
12.1	Bid Documents PS&E	4	16		4	16	4																		12		56	\$	3,112.00
12.2	Bid Assistance	4	12	2											4	4		4							6		36	\$	2,302.00
12.3	Conformed Bid Documents	2	6			8																			8		24	\$	1,306.00
Task Total		10	34	2	4	24	4	0	0	0	0	0	0	0	4	4	0	4	0	0	0	0	0	0	26	0	116	\$	6,720.00
Total Labor Hours and Fee		258	593	213	291	284	448	202	350	4	160	160	100	44	162	164	270	184	232	18	24	40	204	16	82	10	4,513	\$	249,116.00
ICR Overhead @ 171.93% =																										\$	428,305.14		
Fixed Fee @ 30% =																										\$	74,734.80		
Total KPG Psomas (DL + OH + Fixed Fee) =																										\$	752,155.94		
Subconsultants																													
Potholing Allowance																										\$	20,000.00		
HWA GeoSciences (DBE)																										\$	329,883.00		
Ott-Sakai & Associates (DBE)																										\$	75,718.34		
Land Meets Water (DBE)																										\$	27,625.00		
V+M Structural Design (DBE)																										\$	239,540.94		
																										Subtotal	\$	692,767.28	
Administrative Charge (5%)																													
Total Subconsultant Expense																										\$	692,767.28		
Reimbursable Direct Non-Salary Costs																													
Mileage at current IRS rate																										\$	200.00		
Reproduction Allowance																										\$	500.00		
Total Reimbursable Expense																										\$	700.00		
Management Reserve																										\$	-		
Total Estimated Budget																										\$	1,445,623.22		

June 21, 2024
HWA Project No. 2023-083-21

KPG Psomas
2502 Jefferson Avenue
Tacoma, WA 98402

Attention: Olivia Paraschiv, P.E.

Subject: **GEOTECHNICAL INVESTIGATION
Edgewood Interurban Trail Phase III
Edgewood, Washington**

Ms. Paraschiv:

HWA Geosciences Inc. (HWA) is pleased to present this additional scope of work and cost estimate to provide geotechnical services to support final design and preparation of bid documents associated with the Edgewood Interurban Trail Phase III project in Edgewood, Washington.

PROJECT UNDERSTANDING

Based on review of the 30 percent plans and our preliminary work on the project, we understand that the project will consist of a new segment of the Interurban Trail beginning at the City's current trail head at 114th Ave E and terminating near the crossing of West Valley Highway and Jovita Boulevard E. The trail is planned to be about 12 feet wide with 2-foot-wide gravel shoulders, where practical. The west end of the trail is anticipated to begin at an elevation of approximately 211 feet to tie into the existing trail head at 114th Avenue E, and the east end of the trail is anticipated to be near an elevation of approximately 67 feet to tie into recent work completed by the City of Pacific. These significant grade changes will require extensive retaining walls along the trail alignment to meet the ADA grade requirements.

Based on review of the 30 percent design plans, we understand that along the proposed alignment about 1,027 lineal feet of modular block walls are proposed, and about 1,377 lineal feet of soil nail walls are proposed. We understand modular block wall heights are anticipated to vary in height from 1 to 9.5 feet, and soil nail walls are anticipated to vary in height from about 5 to 41.5 feet based on existing topography and grade requirements.

Based on the 30 percent design plans, we understand that the project will also include two new pedestrian bridges and a new culvert. A 75-foot-long pedestrian bridge is planned at about Station (STA) 314+50 to span an existing ravine. A 75-foot-long pedestrian bridge is also planned at about STA 331+60 to span Jovita Creek. Additionally, we understand that an existing culvert at about STA 307+00 will be replaced with a fish passable culvert on a Jovita Creek tributary. Two existing culverts that extend below Jovita Boulevard E are also anticipated to be extended to the north to incorporate the proposed trail embankment.

Based on our preliminary site reconnaissance work and document review, significant landslide and erosion hazards are present along the proposed alignment. In addition, a seismic liquefaction zone is mapped near the east end of the project alignment.

SCOPE OF WORK

To evaluate subsurface conditions along the proposed trail alignment, we propose to complete a geotechnical investigation consisting of a series geotechnical borings and test pits. Due to the thick brush and steep slopes along the western portion of the alignment we propose completing our geotechnical investigation in phases.

The first phase, Phase 1, will consist of subcontracting an excavator to clear access to the boring locations through the heavy brush and excavating a series of shallow test pits along the proposed alignment. Phase 2 will consist of completing a series of geotechnical borings near the project alignment using sonic drilling methods. Phase 3 will consist of limited access borings, where accessible (based on clearing in Phase 1) along/near the trail segment between STA 315+00 and STA 329+00. All explorations will be logged by representatives from HWA, and samples will be collected for laboratory testing. Due to the steep slopes and large flood plain areas, we anticipate that infiltration of stormwater on site will not be feasible. Infiltration testing is not included in this scope of work.

The subsurface information will be used to provide geotechnical recommendations to support design and construction of the proposed retaining walls, bridges, new culvert, culvert extensions, and to provide recommendations for trail subgrade preparation. Specific work elements are described below.

Geotechnical Investigation:

- **Plan Geotechnical Field Exploration Program:** HWA will plan and coordinate a 3-phased geotechnical exploration program for the project. Planning will include up to two site visits to determine access needs. This will include site visits with the drilling subcontractors and marking the locations of the proposed borings and test pits.
- **Generate Geotechnical Work Plan Memo:** HWA will prepare a Geotechnical Work Plan Memorandum describing exploration means and methods associated with all three phases of our exploration program. This work plan will be submitted to the design team and the City for review and approval. The work plan will detail the type, location, and extent of proposed field explorations along with logistics necessary to perform the work such as traffic control plans and staging areas. The work plan will also be used for permitting and right of entries that may be necessary to access the exploration locations. We assume the City or KPG Psomas, in support of this project, will acquire and provide any required permits or right of entries at no cost to HWA.

- **Conduct Utility Locates:** Prior to mobilizing equipment, HWA will mark the proposed exploration locations and arrange for utility locates using the One-Call Utility Notification Center. In addition, private utility locators will be utilized when deemed necessary.
- **Conduct Phase 1 Explorations:** HWA plans to subcontract an excavator to clear access to boring locations along and near the proposed trail alignment. HWA will also excavate a series of test pits along the alignment to evaluate shallow subsurface soil and groundwater conditions. HWA anticipates up to five days of clearing and test pit excavation work will be necessary. The test pits will be used to provide trail subgrade recommendations, foundation recommendations for modular block walls, and to evaluate standup time of the native soils, to help evaluate the feasibility of soil nail walls. We anticipate excavation depths of up to 10 feet below ground surface (bgs).
- **Conduct Phase 2 Geotechnical Explorations (Sonic Drill Rig):** HWA will conduct a series of geotechnical borings along the project alignment using a track mounted sonic drill rig. We anticipate completing up to 13 borings to depths between 30 and 75 feet bgs. Borings will require rights of entry (ROE) through the private property to the north of the alignment to drill along the top of the slope. Additionally, up to five borings are anticipated along the northeast side of Jovita Boulevard E. These borings are anticipated to require shoulder closures or single lane closures. The borings are anticipated to take up to 11 days to complete. Groundwater monitoring wells will be installed in up to two of the borings to monitor fluctuations in groundwater throughout the design process. These borings will be used to evaluate existing slope stability, to provide foundation recommendations for the proposed bridges, the new culvert, and culvert extensions. Additionally, the borings will be used to provide retaining wall recommendations, and to evaluate the global stability of the proposed retaining walls.
- **Conduct Phase 3 Geotechnical Explorations (Limited Access Borings):** We anticipate completing two days of drilling with a limited access tracked drill rig or hand portable equipment. The limited access borings will be focused along the trail alignment between about STA 315+00 to STA 329+00. Accessible locations will be determined with the drilling contractor after clearing near the alignment with the test pit contractor during Phase 1. We anticipate completing up to 4 borings to depths between 10 and 25 feet, or to auger refusal. The borings will be used for slope stability evaluations and soil nail wall design recommendations.
- **Generate Summary Logs and Assign Lab Testing:** HWA will generate summary boring and test pit logs and conduct geotechnical laboratory testing on representative soil samples obtained from the borehole and test pit explorations to determine engineering and index properties of the site soils. Laboratory testing will include natural moisture content, grain size distribution analysis, Atterberg Limits, and direct shear testing.
- **Groundwater Monitoring:** Transducers will be installed in the groundwater monitoring wells during drilling. HWA will make up to three site visits to collect groundwater data from

the transducers within the wells and plot seasonal variations in groundwater. Our scope assumes groundwater transducers will remain in the monitoring wells for up to one year. This scope of work does not include decommission of the monitoring wells. Monitoring wells are anticipated to be decommissioned by the contractor during construction in accordance with Department of Ecology (DOE) requirements.

Geotechnical Design Services:

Based on the results of our geotechnical explorations and laboratory testing, HWA will conduct geotechnical engineering analysis to support the design of the proposed improvements. Anticipated design tasks are outlined below.

- **Evaluate Field and Laboratory Data:** Based on the results of our field investigation and the laboratory test results, HWA will generate estimates of the soil strength and other properties needed to evaluate the effects the subsurface conditions will have on the proposed improvements.
- **Develop Geologic Cross-Sections:** HWA will construct geologic cross-sections along critical cross sections along the proposed trail alignment. We anticipate developing up to five geologic cross sections to evaluate slope stability at critical retaining wall and bridge locations.
- **Evaluate Existing Slope Stability:** HWA will evaluate the global slope stability of the steep slopes to identify potential impacts to the project. Results of the field reconnaissance and exploration and testing programs will be incorporated into the analysis. Global stability will be evaluated using the limit equilibrium approach under both static and seismic loading conditions.
- **Develop Modular Block Design Parameters:** HWA will develop design parameters for the proposed modular block retaining walls. Recommendations are anticipated to include retaining wall design parameters, bearing capacity recommendations, minimum embedment depths, and wall subgrade preparation recommendations.
- **Develop Soil Nail Wall Design Parameters:** HWA will develop soil parameters for design of soil nail walls, for the different geologic soil units that are encountered. HWA will evaluate soil nail lengths required to achieve wall stability, at various critical wall heights and locations. HWA assumes that the drafting of wall profiles will be completed by others on the design team.
- **Evaluate Slope Stability for Proposed Walls:** HWA will evaluate the global slope stability of the proposed retaining structures. Global stability will be evaluated using the limit equilibrium approach under both static and seismic loading conditions.
- **Evaluate Impacts on Geologic Hazards:** HWA will evaluate the geologic hazards at the site and impacts of the proposed improvements on the geologic hazards based on the results

of our slope stability analysis. Assessments and conclusions regarding the steep slopes and proposed improvements will be summarized in the geotechnical report.

- **Evaluate Liquefaction and Lateral Spread Potential:** HWA will evaluate the susceptibility to liquefaction of the materials along the project alignment for the design event required by AASHTO. Once the susceptibility to liquefaction is determined, we will evaluate the potential for lateral spreading. If liquefaction and lateral spreading are anticipated following the design seismic event we will assess the potential impacts on the proposed improvements.
- **Develop AASHTO Seismic Design Parameters:** Based on the soils encountered along the alignment, HWA will determine the Site Class for seismic design. Seismic design parameters will be developed to support the seismic design of the proposed structures in general accordance with general procedures and does not include site-specific ground motion evaluations.
- **Develop Bridge Foundation Recommendations:** HWA will perform analyses of foundation vertical capacities for the preferred foundation type using accepted estimation methods provided in the AASHTO LRFD Bridge Specifications and the Washington State Department of Transportation (WSDOT) Geotechnical Design Manual (GDM). HWA will also develop bridge foundation lateral parameters.
- **Generate Bridge Abutment Lateral Earth Pressures:** HWA will provide lateral earth pressure recommendations for proposed bridge abutment structures and wing walls. Earth pressure diagrams for both static and seismic loading conditions will be generated using the procedures outlined in the WSDOT GDM.
- **Develop Culvert Recommendations:** HWA will develop geotechnical recommendations for the proposed new culvert, and culvert extensions. Recommendations will include foundation recommendations and lateral earth pressure recommendations for headwalls and wingwalls. Culvert recommendations will also include subgrade stabilization measures and dewatering discussions, as necessary.
- **Conduct Luminaire Foundation Design:** HWA will provide geotechnical recommendations for design and construction of luminaire foundations. We assume that luminaire foundations will be designed based on WSDOT standard plans and procedures.
- **Draft Geotechnical Engineering Report:** HWA will prepare a draft geotechnical engineering report summarizing the results of our investigation and presenting our conclusions and recommendations.
- **Draft Report Comments:** HWA will address questions and comments on the draft report and provide consultation to the design team on geotechnical aspects of the project as the design progresses to final design.

- **Final Geotechnical Report:** HWA will finalize the report after receiving review comments from the design team.
- **HWA QA/QC:** All design calculations and recommendations will be reviewed by a senior engineer prior to distribution to the design team or the City of Edgewood.

Consultation/ Project Management:

- **Project Coordination Meetings:** HWA anticipates participating in up to six project coordination meetings with the design team. HWA assumes meetings will be virtual.
- **Progress Report Generation/Invoicing:** HWA will prepare monthly invoices and progress reports for the duration of the design phase of the project. HWA assumes a design phase of approximately 18 months.
- **Geotechnical Task Management:** HWA will provide geotechnical task management to all geotechnical related aspects of the project. HWA will correspond with the City and the design team in the form of emails, telephone calls, and meetings as necessary.

ASSUMPTIONS

- The geotechnical explorations proposed herein will not be used to assess site environmental conditions. However, visual or olfactory observations regarding potential contamination will be noted. Analysis, testing, storage, and handling of potentially contaminated soil and groundwater (either sampled or spoils from drilling) are beyond this scope of services. If contaminated soils and/or groundwater are encountered, the material will be properly contained on-site for disposal as mutually agreed upon without additional cost to HWA.
- All non-contaminated drilling spoils and related debris will be drummed on site and transported off site for disposal by the sonic drilling subcontractor. Cuttings from limited access borings will be spread out and raked smooth on site.
- All required rights of entry and right of way permitting will be provided by the City or KPG Psomas at no cost to HWA.
- The borehole locations will be identified using handheld GPS units.
- Stormwater infiltration testing will not be conducted as part of this project.
- Two groundwater monitoring wells will be installed as part of this project. The wells will be decommissioned by the contractor at time of construction.
- Traffic control for geotechnical borings will consist of shoulder of single lane closures for work along Jovita Boulevard E.

DELIVERABLES

- Geotechnical Work Plan Memorandum
- Draft and final Geotechnical Engineering Report

COST ESTIMATE

Based on our understanding of the project and assumed site conditions, we propose to provide the above geotechnical engineering scope of services on a time and materials basis not to exceed **\$329,883**. However, if during the project unexpected conditions are revealed that require alteration of our work scope, or the Client or Owner request analyses and evaluations which would require a level of effort beyond the scope of our proposed study and budget, we will contact you immediately to discuss any necessary modifications to our scope of services and/or budget estimate. A summary of our estimated costs is presented on the attached spreadsheet.



We appreciate the opportunity to provide geotechnical services on this project. Please feel free to call if you have any questions or need additional information.

Sincerely,

HWA GeoSciences Inc.

A handwritten signature in blue ink that reads "Joe Westergreen".

Joe Westergreen, P.E.
Geotechnical Engineer

A handwritten signature in blue ink that reads "JoLyn Gillie".

JoLyn Gillie, P.E.
Geotechnical Engineer, Principal

Attachments:

Cost Estimate

PROPOSED WORK SCOPE:

See scope of work attached.

ESTIMATED HWA LABOR:

DESCRIPTION	2024 PERSONNEL HOURLY RATE								TOTAL HOURS	TOTAL AMOUNT
	Geotechnical Engineer IX	Geotechnical Engineer VIII	Geotechnical Engineer V	Geotechnical Engineer III	Geologist III	Contracts Admin	Admin Support	CAD		
	\$104.00	\$94.00	\$61.50	\$46.00	\$40.50	\$50.00	\$35.00	\$34.00		
Geotechnical Investigation										
Plan Geotechnical Field Exploration Program		4	8	8	12				32	\$1,722
Generate Geotechnical Work Plan Memo		2	6	4	4			4	20	\$1,039
Conduct Utility Locates			2	8	8				18	\$815
Conduct Phase 1 Explorations (Excavator clearing and Test Pits)		1	10	25	25				61	\$2,872
Conduct Phase 2 Explorations (Sonic Borings)		4	16	55	55				130	\$6,118
Conduct Phase 3 Explorations (Limited Access borings)		2	6	20					28	\$1,477
Generate Sumary Logs and Assign Laboratory Testing			4	8	8				20	\$938
Groundwater Monitoring			6	24					30	\$1,473
Geotechnical Design Services										
Evaluate Field and Laboratory Data	1	2	6	6					15	\$937
Develop Geologic Cross Sections		2	6	8	14			8	38	\$1,764
Evaluate Existing Slope Stability		4	12	24					40	\$2,218
Develop Retaining Recommendations for Modular Block Walls		2	6	10					18	\$1,017
Develop Soil Nail Design Parameters	2	6	12	16					36	\$2,246
Perform Global Wall Stability Analyses for Proposed Walls and Bridge Abutments		6	16	32					54	\$3,020
Evaluate Impacts on Geologic Hazards		2	8	12					22	\$1,232
Evaluate Soils for Liquefaction and Lateral Spread Potential		2	8	16					26	\$1,416
Develop Seismic design parameters for Structures		1	4	8					13	\$708
Develop Foundation Recommendations for Bridges		4	8	16					28	\$1,604
Develop Foundation Recommendations for Culverts		2	6	12					20	\$1,109
Develop Recommendations for bridge and Culvert Wing Walls		2	8	16					26	\$1,416
Develop Luminaire Foundation Recommendations			2	4					6	\$307
Develop Pavement Subgrade Recommendations		2	4	4					10	\$618
Prepare Draft Geotechnical Report		12	24	12	8		4	8	68	\$3,892
Draft Report Comments			14						14	\$861
Prepare Final Geotechnical Repot		4	8		4		4	2	22	\$1,238
QA/QC	4	16	4						24	\$2,166
Consultation/ Project Management										
Attend Design Meetings		12	24						36	\$2,604
Geotechnical Task Management		6	40						46	\$3,024
Review Project Plans and Specifications		4	12						16	\$1,114
Monthly Progress Reporting and Invoicing (assumes 18 months)			18			18			36	\$2,007
TOTAL LABOR:	7	104	308	348	138	18	8	22	953	\$52,971

LOADED LABOR

Estimated Direct Salary Based on 2024 Rates	\$52,971
Overhead at 2.0831 of Direct Salary	\$110,344
Profit Multiplier at 30% of Direct Salary	\$15,891
TOTAL LABOR:	\$179,206

LABORATORY TESTING ESTIMATE:

Tests for Geotechnical borings	Est. No. Tests	Unit Test Cost	Total Cost
Natural Moisture Content	36	\$25	\$900
Grain Size Analysis (Combined)	8	\$275	\$2,200
Grain Size Analysis (Wet)	18	\$135	\$2,430
Grain Size Analysis Oversize Fee	10	\$75	\$750
Atterberg Limits	6	\$260	\$1,560
Direct Shear Strength (3 points)	4	\$675	\$2,700
Total:			\$10,540

Assumptions:

- All hours and items are estimated, and may be increased or decreased within the limits of the budget at the discretion of HWA's project manager.
- Geotechnical construction observation that will be required during construction are not included in this estimate.

DIRECT EXPENSES

Mileage at IRS Rate	\$1,383
Water Level Indicator (@\$30/day)	\$54
Monitoring Well Transducers (@\$600/well)	1200
GPS Rental (@\$75/day)	\$1,350
Additional Field Supplies	\$300
TOTAL DIRECT EXPENSES:	\$4,287

ESTIMATED TASK TOTALS AND SUMMARY:

Total Labor Cost	\$179,206
Direct Expenses	\$4,287
Laboratory Testing	\$10,540
Traffic Control Plans (@\$250/sheet)	\$750
Excavation Subcontractor	\$15,500
Sonic Drilling Subcontractor	\$99,800
Limited Access Drilling Subcontractor	\$11,000
Traffic Control During Field work	\$8,000
Private Utility Locator	\$800
ESTIMATED TOTAL:	\$329,883

PROJECT INFORMATION					
Name	EDGEWOOD INTERURBAN TRAIL - PHASE 3	Client	KPG PSOMAS		
Location	EDGEWOOD WA.	Address	2502 Jefferson Ave		
Rev No.	Rev 00 - June 12, 2024		Tacoma, WA. 98402		
Contact	Kevin Sakai kevin@ott-sakai.com	Contact	Olivia Paraschiv, PE olivia.paraschiv@psomas.com		

SCOPE WORKSHEET						
TASK NO	WORK ELEMENT DESCRIPTION	PRINCIPAL	SENIOR CONSTRUCTION SPECIALIST	SENIOR CONSTRUCTION SPECIALIST	CONTRACT / ADMIN	NOTE
RATE STRUCTURE		K. Sakai	T. Nielsen	TBD	K. McShea	
L	Direct Labor Rate	\$ 124.00	\$ 124.00	\$ 124.00	\$ 88.50	
B	Labor Burden Rate (1.067%)	\$ 132.31	\$ 132.31	\$ 132.31	\$ 94.43	
Loaded Labor Rate >>>>		\$ 256.31	\$ 256.31	\$ 256.31	\$ 182.93	

TASK LEVEL 1 - PROJECT MANAGEMENT & ADMINISTRATION						
1.00	Project Management & Admin	6	0	0	6	
1.01	Project Workshop(s)	0	0	0	0	N/A
1.02	Travel - Vehicle - Lodging	0	0	0	0	N/A
1.03	Travel - Vehicle Expense	0	0	0	0	N/A
1.04	Daily Per Diam	0	0	0	0	N/A
1.05	Sub-Consultant Services	0	0	0	0	In Task 3 - EWS
1.06	Jobsite Meetings	0	0	0	0	Assume 1 Site Visit
1.07	Conference Call Meetings	4	4	0	0	Review of Task 3
1.08	Invoicing	0	0	0	10	Two Cycles
Subtotal - Hours >>>>		10	4	0	16	
Subtotal - Cost >>>>		\$ 2,563.08	\$ 1,025.23	\$ -	\$ 2,926.87	

TASK LEVEL 2 - CONCEPTUAL DESIGN SERVICES						
2.10	10% Conceptual Documents					Complete
2.10.1	Site Investigation	0	0	0	0	N/A
2.10.2	Review Engineer Issued Plan Documents	0	0	0	0	N/A
2.10.3	Plan Quantity Takeoff (if Required)	0	0	0	0	N/A
2.10.4	Prepare Conceptual Quantities (if Required)	0	0	0	0	N/A
2.10.5	Prepare Conceptual Cost Estimate (Level 5)	0	0	0	0	N/A
2.10.6	Prepare Draft Schedule (if Required)	0	0	0	0	N/A
2.10.7	Perform Constructability Review	0	0	0	0	N/A
2.10.8	QA Engineer Issued Plans	0	0	0	0	N/A
2.10.9	Prepare and Transmit Report	0	0	0	0	N/A
2.30	30% Conceptual Documents					Complete
2.30.1	Site Investigation	0	0	0	0	N/A
2.30.2	Review Engineer Issued Plan Documents	0	0	0	0	N/A
2.30.3	Plan Quantity Takeoff (if Required)	0	0	0	0	N/A
2.30.4	Prepare Conceptual Quantities (if Required)	0	0	0	0	N/A
2.30.5	Update Conceptual Cost Estimate (Level 4)	0	0	0	0	N/A
2.30.6	Update Draft Schedule (if Required)	0	0	0	0	N/A
2.30.7	Perform Constructability Review	0	0	0	0	N/A
2.30.8	QA Engineer Issued Plans	0	0	0	0	N/A
2.30.9	Prepare and Transmit Report	0	0	0	0	N/A
Subtotal - Hours >>>>		0	0	0	0	
Subtotal - Cost >>>>		\$ -	\$ -	\$ -	\$ -	

TASK LEVEL 3 - SUBMITTAL ISSUE DOCUMENTS						
3.60	60% Submittal Documents					
3.60.1	Review Engineer Issued Plan Documents	4	4	4	0	Yes
3.60.2	Review Engineer Issued Spec Documents	0	0	0	0	KPG = No
3.60.3	Plan Quantity Takeoff (if Required)	0	40	16	0	KPP = Yes
3.60.4	Prepare Bid Form Worksheet (if Required)	0	0	0	0	KPG = No
3.60.5	Quantify Earthwork (if Required)	0	0	8	0	Earthwork Services
3.60.6	Estimate Set Up - HCSS	0	4	0	0	Yes
3.60.7	Prepare Estimate (Level 3)	0	40	8	0	Yes
3.60.8	Prepare Draft Schedule (if Required)	0	8	0	0	KPP = Yes

PROJECT INFORMATION						
Name	EDGEWOOD INTERURBAN TRAIL - PHASE 3	Client	KPG PSOMAS			
Location	EDGEWOOD WA.	Address	2502 Jefferson Ave			
Rev No.	Rev 00 - June 12, 2024		Tacoma, WA. 98402			
Contact	Kevin Sakai	Contact	Olivia Paraschiv, PE			
	kevin@ott-sakai.com		olivia.paraschiv@psomas.com			

SCOPE WORKSHEET						
TASK NO	WORK ELEMENT DESCRIPTION	PRINCIPAL	SENIOR CONSTRUCTION SPECIALIST	SENIOR CONSTRUCTION SPECIALIST	CONTRACT / ADMIN	NOTE
3.60.9	Perform Constructability Review	4	16	4	0	KPP = Yes
3.60.10	QA Engineer Issued Plans	0	0	0	0	KPG = No
3.60.11	QA Engineer Issued Specifications	0	0	0	0	KPG = No
3.60.12	Prepare and Transmit Report	1	2	0	0	Yes
3.90	90% Submittal Documents					
3.90.1	Review Engineer Issued Plan Documents	4	4	4	0	Yes
3.90.2	Review Engineer Issued Spec Documents	0	0	0	0	KPG = No
3.90.3	Review Engineer Issued Bid Form Documents	0	0	0	0	KPG = No
3.90.4	Plan Quantity Takeoff (if Required)	0	24	4	0	KPG = Yes
3.90.5	Prepare Bid Form Worksheet (if Required)	0	0	0	0	KPG = No
3.90.6	Quantify Earthwork (if Required)	0	0	8	0	Earthwork Services
3.90.7	Estimate Set Up - HCSS	0	2	0	0	Yes
3.90.8	Prepare Estimate (Level 2)	0	32	4	0	Yes
3.90.9	Prepare Preliminary Construction Schedule	0	8	0	0	KPG = Yes
3.90.10	Perform Constructability Review	2	8	0	0	Yes
3.90.11	QA Engineer Issued Plans	0	0	0	0	KPG = No
3.90.12	QA Engineer Issued Specifications	0	0	0	0	KPG = No
3.90.13	QA Engineer Issued Bid Documents	0	0	0	0	KPG = No
3.90.14	Prepare and Transmit Report	1	2	0	0	Yes

Subtotal - Hours >>>> 16 194 60 0

Subtotal - Cost >>>> \$ 4,100.93 \$ 49,723.75 \$ 15,378.48 \$ -

TASK LEVEL 4 - AD READY DOCUMENTS						
4.00	100% Submittal Documents					KPG-Stop at 90%
4.01	Review Engineer Issued Plan Documents	0	0	0	0	N/A
4.02	Review Engineer Issued Spec Documents	0	0	0	0	N/A
4.03	Review Engineer Issued Bid Form Documents	0	0	0	0	N/A
4.04	Perform Plan Quantity Takeoff	0	0	0	0	N/A
4.05	Perform Earthwork Takeoff (if Required)	0	0	0	0	N/A
4.06	Audit Bid Form Items and Quantities	0	0	0	0	N/A
4.07	Estimate Set Up - HCSS	0	0	0	0	N/A
4.08	Prepare Estimate (Level 2)	0	0	0	0	N/A
4.09	Prepare CPM Construction Schedule	0	0	0	0	N/A
4.10	Perform Constructability Review	0	0	0	0	N/A
4.11	QA Engineer Issued Plans	0	0	0	0	N/A
4.12	QA Engineer Issued Specifications	0	0	0	0	N/A
4.13	QA Engineer Issued Bid Documents	0	0	0	0	N/A
4.14	Prepare and Transmit Report	0	0	0	0	N/A

Subtotal - Hours >>>> 0 0 0 0

Subtotal - Cost >>>> \$ - \$ - \$ - \$ -

SUMMARY						TOTAL
1	Project Management and Administration	\$ 2,563.08	\$ 1,025.23	\$ -	\$ 2,926.87	\$ 6,515.18
2	Conceptual Design Services	\$ -	\$ -	\$ -	\$ -	\$ -
3	Submittal Issue Document Services	\$ 4,100.93	\$ 49,723.75	\$ 15,378.48	\$ -	\$ 69,203.16
4	Ad Ready Document Services	\$ -	\$ -	\$ -	\$ -	\$ -
TOTAL LABOR COST >>>>		\$ 6,664.01	\$ 50,748.98	\$ 15,378.48	\$ 2,926.87	\$ 75,718.34



Scope of Work & Fee

City of Edgewood - Arborist Services

Attention: Olivia Paraschiv, PE, Project Manager KPG Psomas, Inc.

Date: 05/23/2023 - **updated June 19, 2024**

Project Title: Interurban Trail Phase III

Project Description: Arborist Services - Tree Health Assessments, Arborist Technical Memo & Design Analysis

Project Address: East from 114th Ave E to West Valley Hwy & Jovita Blvd E.

Project Number: 9EDG010100

OBJECTIVE

The objective is to assist KPG Psomas, Inc. with their Arborist needs for trail planning for Phase III of the Interurban Trail. Services include:

- Tree health assessments along the design corridor.
- Design analysis and tree conflict review at 60% and 90%.
- Arborist technical memo with tree protection specifications, finalized at 90%.
- Sheet sets overlaying design, tree protection, and code compliance.

The work will comply with the City of Edgewood Municipal Code and ANSI A300.

SCOPE & FEE

Project Tasks	Hours	Cost*	Notes
Consultant Support			
Code Review & Background Documents Review	6	750	Compliance review along the design corridor and compliance with Edgewood Municipal Code
Project Communication	14	1,750	Includes all project communication and meetings
Client Deliverables & Tree Health Assessments			
Site Visit - Assessments	80	10,000	Tree health assessments and design conflict analysis along the design corridor
Arborist Technical Memo	30	3,750	Includes drafts & review time Findings: the tree assessment including general health and tree identification. Conclusions: discussion of the results and design interaction and list of tree removals based on the potential of trail root damage and those required to be removed due to potential construction damage. Recommendations: final removals and tree protection specifications.
Arborist Sheet Sets	40	5,000	Showing tree protection and design conflict analysis, with corresponding tree tables
Design Review			
Preliminary Review	3	375	Concept review and tree conflict analysis
60% Review	3	375	Review of design and tree conflict analysis
90% Review	3	375	Review of design and tree conflict analysis

Scope of Arborist Services Interurban Trail Phase III, Edgewood

Site Visits - Project Staff	8	1,000	Site visits with project staff and site meetings
Specifications	6	750	Tree protection and removal specifications
Tree Interaction Details	20	2,500	Innovative trail analysis details
Bid Period Services			
Addendums & Walkthrough	8	1,000	Assistance with project questions, bid RFP, and site visit
Total Cost		27,625	Design & tree conflict with risk threshold analysis

* Cost per hour is \$125

DESIGN BUDGET

The agreement amount of \$27,625 (221 hours) is considered a Not-to-Exceed amount, which shall be the maximum amount payable and shall not be exceeded unless adjusted by a Supplemental Agreement. If requests exceed this level of effort, KPG Psomas, Inc. will be notified, and authorization for additional budget will be needed before additional support is provided.

ASSUMPTIONS

KPG Psomas, Inc. will provide the following:

1. Coordinate site access along the design corridor
2. Survey CAD files of the site - compatible with AutoCAD LT
3. CAD design files of the site - compatible with AutoCAD LT
4. Any code requirement pertinent to the project in critical areas
5. Any soil or environmental report conducted as part of this or previous projects at the same or adjacent locations.

Other assumptions include:

- The City will provide any prior arborist reports performed along similar stretches of design corridor
- The current City of Edgewood Municipal Code will be applied to the project

Further work, such as tree appraisals and construction oversight, will require additional scoping and budgeting.



EXHIBIT A

SCOPE OF WORK FOR STRUCTURES INTERURBAN TRAIL PHASE III – JOVITA CANYON The City of Edgewood

June 19, 2024

INTRODUCTION

The City of Edgewood (the City) is planning to design and construct a non-motorized trail with paved surface and gravel shoulders along Puget Sound Electric Railway corridor linking disconnected segments of the regional Interurban Trail. The project will extend east from the City's current trail head at 114th Ave E and terminate at West Valley Hwy and Jovita Blvd E. The trail is planned to be 12' wide with 2' shoulders wherever practicable, generally following / parallel to Jovita Blvd E within City-owned property and right-of-way along the north side of the road and connecting to recent work completed by the City of Pacific ending at Stewart Road via a sidewalk under SR-167. The trail crosses several watercourses that require one culvert extension and two new bridge crossings, and large retaining walls along portions of the trail.

The design will include:

- Engineered abutments and foundations to support two (2) bridges comprised of prefabricated steel trusses (by others).
- Up to approximately 1200 LF of block retaining wall varying in height between 1' and 7'.
- Up to approximately 1400 LF of soil nail wall varying in height up to 40'.
- Miscellaneous structural design to support a culvert extension at Sta. 339+70.
- Miscellaneous structural design to support new culvert installation at Sta. 307+00.

The project is being led by Psomas Inc. (PRIME Consultant). V+M Structural Design, Inc. (Sub-consultant) will support on the structural scope.

Assumptions:

DETAILED TASK DESCRIPTION

General Assumptions:

1. *The level of effort for each task and subtask is limited to the amount of labor and expenses indicated in Level of Effort provided in Exhibit B. It is assumed that budget may be transferred between tasks, provided the total contracted amount is not exceeded.*
2. *60%, 90% and 100% design services will be approximately 18 months, with the bid period to follow (assumed 1 month duration).*
3. *The Consultant is responsible for meeting deadlines for their tasks only; Consultant has no control over those portions of the schedule related to the tasks performed by any third party.*

4. *The Project will use U.S. Customary units.*

Task 1.0 – Project Management

This task includes services to plan, perform and coordinate with the design team on the structural design of the trail structures.

Task 1.3 – Project Management/Coordination – Final Design

This task includes planning, performing and coordinating the structural design with the project team.

Specific meetings include:

- *One (1) kick-off meeting @ 1 hour each*
- *Five (5) internal meetings with design team to discuss design considerations and progress @ 1 hour each*
- *Two (2) comment resolution meetings @ 1 hour each, assumed to take place after the 60% and 90% submissions*

Task 1.4 – Project Administration – Final Design

This task involves contract administration, including monthly invoicing and progress reporting.

Assumptions:

- *All meetings will take place via videoconference.*
- *Psomas will provide vicinity and utility maps, site profile, geotechnical, hydraulic information, and other relevant background information for review.*
- *Psomas will provide survey.*
- *Highwater will be delineated by others and included in the survey.*
- *Geotechnical data will be provided by others.*

Deliverables:

- *Monthly Invoices and Progress Report in pdf format (1 copy).*

Task 3.0 – Structural Final Design

The scope under this task involves advancing the 30% design through to a bid-ready stage. The following tasks will be performed by V+M.

Task 3.1 – 60% Structural Design

V+M will review new information and additional considerations since the 30% design phase to confirm the design approach for the bridge foundations, culverts and retaining walls.

The 60% design effort for the structures will include:

- Basis of Design document
- 60% design of the structures, which will include calculations and development of the structural drawing package
- Specifications outline
- Quality control for submitted documents

Task 3.3 – 90% Design

The 90% design effort for the structures will build upon the 60% design, and will include:

- 90% design (calculations shed analysis) of the structures, and will include refinement of the structural drawing package and advancement of the draft set of calculations for structural elements. These include the bridge foundations and structural components of the retaining walls, and miscellaneous structural support for the culverts (as required).
- Draft special provisions for input to Division 6 of the Project Manual.
- Quality control for submitted documents.

Task 3.3 – 100% Design

The 100% design effort for the structures will finalize the structural design, and will include:

- 100% design of the structures, which will include refinement of the structural drawing package and final calculations for structural elements.
- Final special provisions for input to Division 6 of the Project Manual.
- Quality control for submitted documents.

Task 3.4 – Bid Package and Bid Support

V+M will prepare the bid package documents for the structural design based on the 100% design package. This includes the bid items, but unit prices will be by others.

V+M will provide support to the design team during the bidding period to respond to Contractor RFI's relating to the structures (up to 3 count).

Assumptions:

- *Psomas will prepare the trail alignment, profile and sections in Civil3D v2022 and will provide this to V+M for use in the final design.*
- *Anticipated loading for the prefabricated bridges will be coordinated by Psomas and provided to V+M as inputs to the foundation design.*
- *Geotechnical information will be provided prior to the 60% design in order to develop the structural design.*
- *New culvert and culvert extension will be designed and drawn by others. V+M will support with structural design for miscellaneous elements, such as head walls, associated with the culverts, as required.*
- *Handrails are not required.*
- *The cost estimate and quantities for the structural elements will be prepared by others at each submission stage.*
- *Standard Specifications will be based on WSDOT. Psomas will be responsible for preparing the full Project Manual, with V+M providing inputs to the structural design sections of Division 6, as needed.*
- *V+M will prepare structural plans using AutoCAD.*
- *Reinforcement tables will not be required for the structural plans.*
- *Responses to up to three (3) Contractor RFIs are assumed during the bid period.*

Deliverables:

- *60% Design Submission:*
 - *Drawings:*

- *General Structural Notes (1 count)*
 - *Bridge Site Plans (2 count)*
 - *Bridge General Arrangements (2 count)*
 - *Bridge Foundation Layouts (2 count)*
 - *Pile Details (2 count)*
 - *Bearing Layouts (2 count)*
 - *Block retaining wall general arrangements (10 count)*
 - *Soil nail wall general arrangement (3 count)*
 - *Wall typical sections (2 count)*
- *90% Design Submission:*
 - *Drawings:*
 - *General Structural Notes (1 count)*
 - *Bridge Site Plans (2 count)*
 - *Bridge General Arrangements (2 count)*
 - *Bridge Foundation Layouts (2 count)*
 - *Pile Details (2 count)*
 - *Foundation Reinforcement Layouts (2 count)*
 - *Bearing Layouts (2 count)*
 - *Block retaining wall general arrangements (10 count)*
 - *Block retaining wall details (1 count)*
 - *Soil nail wall general arrangement (3 count)*
 - *Soil nail wall details and reinforcement (2 count)*
 - *Wall sections (11 count)*
 - *Miscellaneous Structural Details (1 count)*
 - *Draft inputs to Special Provisions (Division 6)*
 - *Draft calculations for bridge foundations and structural components of retaining walls*
 - *Basis of Design Report*
- *100% Design Submission:*
 - *Final drawings (same set from 90%)*
 - *Final inputs to Special Provisions (Division 6)*
 - *Final calculations for bridge foundations and structural components of retaining walls*
- *Bid Submission:*
 - *Sealed Structural Drawing Set for bid-ready submission*
 - *Final inputs to Special Provisions (Division 6)*



STRUCTURAL
DESIGN

Project: Edgewood

Date: 6/18/2024

Prepared By: CW

Checked By: SV

PROPOSED LABOR:

TASK	WORK TASK DESCRIPTION	2024 Billing Rates								TOTAL HOURS	TOTAL LABOR
		Principal Engr	Bridge Engr 5	Bridge Engr 4	Bridge Engr 3	Lead Drafter	Drafter	Sr Planner	Contract Specialist		
		S. Valdovinos									
1.0	Project Management	\$ 253.45	\$ 166.05	\$ 160.00	\$ 132.60	\$ 143.05	\$ 120.00	\$ 154.63	\$ 187.50	115	\$ 22,235.04
1.3	Project Management/Coordination - Final Design	28	10	35						73	
1.4	Project Administration - Final Design	14						28		42	
3.0	Structural Final Design	100	46	244	282	356	418	0	36	1482	\$ 217,252.30
3.1	60% Design	24	10	62	72	132	108			408	
3.2	90% Design	32	16	94	120	160	180		12	614	
3.3	100% Design	20	12	56	60	40	90		12	290	
3.4	Bid Package and Bid Support	24	8	32	30	24	40		12	170	
SUBTOTAL: DESIGN LABOR		142	56	279	282	356	418	28	36	1597	\$ 239,487.34

TOTAL LABOR	142	56	279	282	356	418	28	36	1597	\$ 239,487.34
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OTHER DIRECT COSTS (ODCs):									COST
1	Mileage					80	\$0.670		\$53.60
SUBTOTAL - ODCs									\$53.60

GRAND TOTAL	\$ 239,540.94
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Notes:



City Of Edgewood Council Agenda Summary Sheet

Subject: AB24-0740 - Resolution 24-0740, Encampment Policy	Agenda Item #: 6.B
	For Agenda of: 8/27/2024
	Prepared by: Maili Barber
Attachments (list): 1. Edgewood Encampment Disposal Policy 7.16.24 2. Encampment Policy Resolution 24-0740	
Approval of Materials: Maili Barber Rachel Pitzel, Assistant City Administrator 8/22/2024 Dave Olson 8/23/2024	Expenditure Required: Amount Budgeted: Timeline: 08/20/2024 SS Discussion 08/27/2024 RCM Action Under Consent Agenda

Summary Statement:

The City of Edgewood is facing a growing challenge with unauthorized encampments on properties it owns, controls, or has legal responsibility for. These encampments pose significant threats to public safety and health, including issues related to human and solid waste, exposure to communicable diseases, and increased criminal activity. The encampments also interfere with the public's ability to use City properties, facilities, and rights-of-way for their intended purposes. To address these issues, the City is proposing an administrative policy aimed at the consistent and lawful removal of unauthorized encampments. This policy will guide City Departments in managing these encampments, ensuring that public health and safety are maintained while providing guidance for the temporary storage of personal property in compliance with local, state, and federal laws.

The proposed policy includes specific definitions and procedures for identifying, prioritizing, and removing encampments, particularly those that present immediate hazards or obstructions. It also outlines the responsibilities of Designated City Personnel (DCP) in coordinating with law enforcement and outreach providers to offer services to individuals experiencing homelessness. The policy emphasizes the importance of humane and respectful treatment of personal property and establishes guidelines for the temporary storage and retrieval of such property. By adopting this policy, the City aims to balance the need for public safety and property use with the provision of assistance and services to vulnerable populations, reflecting a commitment to both community well-being and lawful compliance.

Item History:

Recommended Action:

MOTION to adopt **AB24-0740** - Resolution 24-0740, Encampment Policy as presented under the Consent Agenda

Fiscal Note/Consideration:

City of Edgewood Administrative Policy Regarding Unauthorized Encampments on City Properties

1. Statement of Concern

The City of Edgewood owns and operates various real properties. The City of Edgewood finds that unauthorized encampments on City properties it owns, controls or for which it has legal responsibility are a threat to the public safety and health and interfere with the public's ability to use City properties, facilities, and rights-of-way for their intended purposes.

2. Purpose

The purpose of the "City of Edgewood Administrative Policy Regarding Unauthorized Encampments on City Properties" (Policy) is to establish a uniform policy for City Departments to address the removal of unauthorized encampments from City property and, where applicable, temporarily store personal property in a manner consistent with local, state and federal laws. City department policies and procedures that are consistent with this Policy and aid in its implementation remain in effect. Nothing herein is intended or should be construed to create a legal obligation or private right of action.

3. Background

The City of Edgewood like many communities around the nation is experiencing a growing number of unauthorized encampments. Such encampments pose safety and health risks for people living in and around them, including human and solid waste, exposure to communicable diseases, and increased criminal activity. They also may substantially impair the intended use of City facilities. At the same time, individuals experiencing homelessness need services and help to find housing alternatives to unsafe, unauthorized encampments.

4. Definitions

- 4.1 "City" means the City of Edgewood, including its officers, employees, agents, or any contractors and sub-contractors.
- 4.2 "Emphasis Area" means an area or location designated by the City where unauthorized encampments have become a repeated or consistent problem based on the totality of the circumstances.
- 4.3 "Encampment" means one or more tents, lean-tos, structures, tarpaulins, pallets, or makeshift structures used for purposes of habitation located in an identifiable area within the City. Habitation is evidenced by the presence of bedding materials, campfires, cooking materials, storage of clothing and other personal belonging or items, gathered together in a manner where it appears to a reasonable person that the site is being used for habitation purposes. Encampments do not include sites

that a reasonable person would conclude are abandoned as that term is defined below, that consist solely of solid waste as that term is defined below, or that are permitted on City Park property for recreational use.

- 4.4 "Immediate hazard" means an unauthorized encampment where individuals occupying the encampment are at risk of serious injury or death beyond that caused by increased exposure to the elements, or their presence creates a risk of serious injury or death to others, or the encampment is causing imminent compromise to the structural and environmental integrity of the surrounding location. Immediate hazard encampments include, but are not limited to, encampments at roadway shoulders and off-ramps, areas exposed to moving vehicles, areas that can only be accessed by crossing driving lanes outside of a legal crosswalk, landslide or flood prone areas, areas at high risk of fire, areas along or on top of river levees, and other critical areas where the lack of sanitation facilities results in human solid or liquid waste being discharged in a manner that threatens public health.
- 4.5 "Obstruction" means people, tents, personal property, solid waste or other objects related to an encampment that: 1) are in a City park or on a public sidewalk, 2) interfere with the pedestrian or purposes of public rights-of-way, or 3) interfere with areas that are necessary for or essential to the intended use of a public property or facility.
- 4.6 "Personal Property" means an item that is readily identifiable as belonging to a person, has apparent utility in its present condition, and is not hazardous. The Designated City Personnel will determine whether an item is personal property, and in cases where there is reasonable doubt about the status of an item, the staff member should treat the item as personal property.

-Examples of personal property include, but are not limited to, identification documents, personal papers, legal documents, tents, fully intact bicycles, radios and other electronic devices, fully intact eyeglasses, prescription medications, photographs, jewelry, and medical devices such as crutches or wheelchairs. Weapons may be considered personal property and will be handled in accordance with Section 10.3 below. For purposes of this Policy, weapons include any firearm, explosive, or other item capable of producing bodily harm.

-Personal property does not include items that are considered solid waste, as that term is defined below.

-"Readily identifiable" means the item can be identified as personal property by sight, without danger or threat of safety to Designated City Personnel, defined below.

- 4.7 "Outreach" means a provider with the competency to engage individuals experiencing homelessness.

Commented [MB1]: This doesn't make sense to me. The way it reads "Encampments" are legal on sites that consist solely of solid waste? So dumps, abandoned vehicles, on a pile of wood pallets, etc. Unless there is a reason I am unaware of, I think we should delete.

Keep in mind the definition of "solid waste": "Solid waste" or "wastes" means all putrescible and nonputrescible solid and semisolid wastes including, but not limited to, garbage, rubbish, ashes, industrial wastes, sludge, sewage sludge, demolition and construction wastes, abandoned vehicles or parts thereof, and recyclable materials.

Commented [JY2R1]: I believe what this is saying is that a site consisting of only solid waste is not considered an Encampment. If a site fits the definition of an Encampment then we have to follow our policy... three day notice.. Etc... If we come upon a site that is only solid waste and has no signs of habitation we want the ability to remove it/clean it up immediately and not have to follow the encampment policy. I believe that is why this is in here.

4.8 “Designated City Personnel” (DCP) means City employees designated by Department Directors and trained to undertake inspections, initiate, and oversee removal of encampments and storage of personal property, and ensure City, including sub-contractors’, compliance with this Policy and any applicable laws. DCP may assign administrative tasks to others when practicable.

4.9 “Hazardous item” means an item, including personal property, which appears to be dangerous or involves risk of harm to the health or safety of humans, animals, or the environment, either in its present form or as stored. Hazardous items include, but are not limited to, items contaminated with bacteria, viruses, parasites, and fungi; saturated items; pollutants; poisons; flammable or explosive material; broken glass; metal staples or other sharp objects; solvents or other corrosive agents; human waste; illicit drugs; and drug paraphernalia.

4.10 “Solid waste” has the same meaning as in RCW 70A.205.015 (24) including, but not limited to, the following: bagged or loose household garbage, containers of household liquids or hazardous wastes, decaying furniture, furniture parts, machinery or appliances, household fixtures, tires, batteries, mattresses, construction debris, rotting or scrap lumber, paper and/or cardboard, rubber debris, scrap metal, vehicle parts, hardware, yard debris as defined in RCW 70A.205.015(30) cut brush or wood, dead or decaying plant materials, animal carcasses or animal waste, junk vehicles, or derelict vessels.

4.11 “Abandoned personal property” means personal property which it appears, based on the totality of the circumstances, the owner intentionally relinquished the right to possess by action, verbal and/or written disclaimer, lapse of time, or non-use of the same.

Commented [MB3]: This RCW was repealed. I have added the new relevant one.

5. Removing Obstruction and Immediate Hazard Encampments

- 5.1 DCP may remove sites which in their discretion meet the definitions of an obstruction or immediate hazard without prior notice to inhabitants. The provisions of Sections 7-10 of this Policy do not apply to removing obstructions and immediate hazard encampments. While the provisions of this section apply to both obstructions and immediate hazard encampments, for ease of reference in this section, they are hereinafter referred to collectively as “obstruction.”
- 5.2 If an obstruction site is believed to be inhabited, law enforcement and outreach personnel must be contacted and law enforcement must be present for the duration of the removal efforts, or until law enforcement and DCP determine that their presence is no longer necessary. DCP will use their best efforts to remove an obstruction within 72 hours from the date of inspection. If they do not commence removal within 72 hours, they should follow the provisions of Sections 7-10.
- 5.3 DCP will provide written and/or oral notice to inhabitants that they intend to immediately remove the obstruction.
- 5.4 DCP must post the notice in Section 11, and any personal property must be removed, stored and recovered as provided for in Sections 12 and 13.
- 5.5 DCP may immediately remove and dispose of hazardous items and solid waste.

- 5.6 DCP should document obstructions and immediate hazards and to whom the oral and/or written notices were made. Photographic documentation is recommended.

6. Encampment Inspection and Prioritization

- 6.1 DCP should prioritize encampments for removal after inspection of encampment locations. Where an inspection requires DCP to walk the area and potentially make contact with inhabitants of the encampment, law enforcement should be present for the inspection.
- 6.2 DCP must determine ownership of the real property. If the encampment is entirely on City property, the encampment may proceed consistent with this Policy. If the encampment is entirely on private property, the process for abating public nuisances on private property should be followed. (See Section 15). If the encampment is on properties owned by the City and others, DCP should notify the other owners and seek their collaboration prior to taking further action.
- 6.3 The following criteria, in no particular order, may be considered when prioritizing encampments for removal: (1) objective perils, such as proximity to moving vehicles and steep slopes; (2) criminal activity; (3) quantities of solid waste; (4) other active health hazards to occupants or the surrounding neighborhood; (5) imminent work scheduled at the site for which the encampment will pose an obstruction; (6) size of the encampment; (7) damage to environmentally critical areas; (8) the proximity of homeless individuals to uses of special concern, including schools or facilities for the elderly; and (9) complaints received. When prioritizing encampments for removal, consideration should be given to input from Edgewood Police Deputies. DCP may reprioritize removal at any time, including, but not limited to, because new encampments have been identified or new information about an encampment's condition becomes known. Nothing in this section requires DCP to remove camps in order of priority if cost, difficulty in removal, or other considerations dictate otherwise.

7. Notification of Removal and Storage of Personal Property.

- 7.1 If DCP believe inhabitants are present in the encampment, law enforcement must be contacted and present for the posting of removal notices. DCP must post notices at the encampment no fewer than 72 hours prior to an encampment removal. The notice must contain the following: (1) the date and time the notice was posted; (2) the date and time that removal of the encampment is scheduled to commence; (3) a warning that hazardous items and solid waste will be disposed of immediately; (4) information on how personal property may be claimed by its owner; (5) a warning that failure to claim within 30 days may result in the destruction of said property, and (6) contact information for an outreach provider that may be able to provide services.
- 7.2 DCP should maintain and use a standard form notice and post notices in a manner reasonably calculated to be seen, preferably in multiple locations, and at encampment access points.

- 7.3 If possible, DCP should give oral notice to individuals present at the encampment as provided for in the posted notice.
- 7.4 If DCP do not commence the removal process within the date and time range provided in the notice, they must re-post notice of the encampment removal.
- 7.5 DCP will have the notice printed in a simple and legible font and English and in any other language that in their sole discretion they believe would further the purpose of the notice.
- 7.6 Nothing in this section prohibits DCP from posting notice that the removal of an encampment may occur over a period of several days, until completion, so long as removal operations commence within the time frame identified in the notice.
- 7.7 DCP should use their best efforts to document the number of shelters and the number of notices and locations posted at an encampment site. Photographic documentation is recommended.

8. Providing Alternative Shelter Options Before Removal of a Non-Obstructing or Immediate Hazard Encampment

- 8.1 Prior to removing a non-obstructing or immediate hazard encampment, the DCP or outreach provider must inform individuals in the encampment of services offered in the City or **County**.
- 8.2 The services may include housing programs, shelter programs with or without day programs, and other authorized programs. Nothing herein should be construed to require the City to provide alternatives to individuals who have been previously or are currently excluded from services or housing alternatives because of the individual's behavior.

Commented [JY4]: Due to limited City resources I've added or County to this line. It's more likely we'd be able to present someone with Pierce County run resources.

Commented [MB5R4]: This is a good addition.

9. Outreach for Encampment Removals

- 9.1 Subject to Section 5, if the site is inhabited, DCP must, to the extent possible, arrange for outreach efforts to come to the encampment site to offer services at least once between the time that notice of removal is posted and the scheduled removal date.
- 9.2 To the extent possible, and if the site is inhabited, DCP should arrange for the outreach provider to be present on the date commencement of removal activities are scheduled to begin to offer services and shelter alternatives.

10. Encampment Removal and Cleanup

- 10.1 If inhabitants are present in the encampment, DCP must contact law enforcement to be present for the duration of an encampment removal, or until law enforcement and DCP determine that their presence is no longer necessary.
- 10.2 If there are inhabitants, DCP should provide a final warning and reasonable opportunity to leave prior to commencing removal and cleanup. If an inhabitant refuses to leave, removal may proceed if it can be performed in a safe manner.
- 10.3 DCP (or the City's contractor) should take reasonable steps to separate personal property from material that is not personal property or is solid waste or hazardous, provided that separation can be accomplished without danger or threat of safety to DCP. If a firearm or explosive or an item appearing to be a firearm or explosive is found, DCP should document the item, but not handle it, and contact law enforcement personnel, who will determine if the item should be taken, stored, and disposed of consistent with their applicable policies. For all other weapons, DCP should exercise their own discretion to determine if the item should be handled.
- 10.4 DCP may remove tents and/or structures in the immediate vicinity of the encampment that appear to have been erected after the notice was posted.
- 10.5 DCP must store personal property as provided for in Section 12 and return or dispose of it as provided for in Section 13.
- 10.6 DCP may remove and dispose of all items which are not personal property, including, but not limited to, solid waste, hazardous items, and other like material. They may remove and dispose of items of personal property which may present a health and safety hazard, or are saturated in liquid, or contaminated by solid waste, filth or a potentially infectious agent.
- 10.7 If, during the removal process, an individual on site is protesting removal of a non-hazardous item, DCP may provide a reasonable opportunity for the individual to remove it during the removal phase. However, DCP should advise the individual that encampment removal will continue and that if the individual fails to remove the item before removal is complete, such item, if it is personal property, may be retrieved from storage, and they should offer the individual the contact information for recovering the item as provided for in Section 12.
- 10.8 DCP should thoroughly document their actions during the removal process, including to adequately corroborate disposal of personal property which is hazardous or contaminated. Photographic documentation is recommended.
- 10.9 Following clean up, DCP may take steps to prevent unauthorized use of the site in the future and should monitor the former encampment site to determine if unauthorized camping returns.

11. Post-Encampment Removal Notice

- 11.1 DCP will post a notice with the following at the site where an encampment has been removed and the site cleaned up: (1) the date the cleanup was performed; (2) whether personal property was stored by the City; (3) how any stored personal property may be claimed by its owner; (4) that property not claimed will be destroyed after 30 days, and (5) contact information for outreach workers who can assist individuals with services and shelter alternatives. Personnel should post the notice in a manner reasonably calculated to be seen, preferably in multiple locations, and at access points.

12. Storage of Personal Property Removed from Encampment

- 12.1 Unless a written waiver has been signed by the owner of personal property on a form approved by the City Attorney, DCP must store all personal property recovered from encampments, provided the City has no obligation to store personal property that is hazardous, saturated, or contaminated with solid waste as set forth in subsection 10.6.

- 12.2 DCP should maintain a record of personal property removed from an encampment that reasonably identifies the location of the encampment from which it was removed. They should keep each personal property item until the personal property is recovered by its owner, or the property is disposed of, or forfeited, as provided herein or by law.

- 12.3 DCP may dispose of personal property that is not recovered after 30 days from the date of removal from the encampment.

13. Recovering Stored Property

- 13.1 DCP will make arrangements to communicate with an individual claiming that their personal property was removed from an encampment, including to advise them about the process to recover weapons stored by law enforcement.
- 13.2 DCP need not require that the individual describe with particularity the personal property sought. Nor should they require a formal legal identification, such as a valid driver's license, as a condition of releasing the property. If there are no circumstances indicating a competing claim of ownership, DCP should release the personal property to the individual seeking its recovery. If a competing claim of ownership arises, they should not release the disputed property until the City Attorney has been consulted. DCP should keep a record of the name of the person to whom the property was released and the date of release, or, in the event the property was not recovered, the date of disposal. This section does not apply to firearms, weapons, medication or any other personal property that may require proof of ownership or identity before being released to the individual seeking recovery.

13.3 Storage of personal property should be at no cost to the individual.

14. Encampment Removal from an Emphasis Area

14.1 DCP may identify a specific area as an Emphasis Area and treat the unauthorized encampments within the area as an obstruction as provided in Section 5.

14.2 DCP may enforce an Emphasis Area under Section 5 only after they have posted signage designating it as an Emphasis Area. The signage should identify: (1) that trespassing is prohibited in the Emphasis Area; (2) that any material found in the Emphasis Area may be removed without further notice; and (3) how any stored personal property may be claimed by its owner.

14.3 If DCP designate an Emphasis Area, they should inspect and monitor the area on a regular basis. Additionally, they should consider environmental design improvements and site reclamation opportunities.

14.4 DCP should identify Emphasis Areas on the City's website.

15. Unauthorized Encampments on Private Property

This Policy applies to unauthorized encampments on City properties only. Unauthorized encampments on private property must be treated as public nuisances on private property subject to EMC Titles 7 and 8, or as hereafter amended.

16. Amendment.

This administrative Policy may be amended by the Mayor, who may consult with Police, Planning and Public Works, the City Attorney, and other appropriate Departments.

RESOLUTION NO. 24-0740

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EDGEWOOD, PIERCE COUNTY, WASHINGTON, ADOPTING THE CITY OF EDGEWOOD ADMINISTRATIVE POLICY REGARDING UNAUTHORIZED ENCAMPMENTS ON CITY PROPERTIES

WHEREAS, the City of Edgewood owns and operates various real properties including parks, public facilities, and right-of-way; and

WHEREAS, the City of Edgewood finds that unauthorized encampments on properties it owns, controls, or is legally responsible for pose a threat to public safety and health. Additionally, these encampments hinder the public's ability to utilize City properties, facilities, and rights-of-way for their intended purposes; and

WHEREAS, the purpose of the Policy is to establish a uniform approach for City Departments to address the removal of unauthorized encampments from City property and, where applicable, temporarily store personal property in a manner consistent with local, state, and federal law; and

WHEREAS, the City of Edgewood, like many communities around the nation, is expecting a growing number of unauthorized encampments, that pose safety and health risks for people living in and around them, including human and solid waste, exposure to communicable diseases, and increased criminal activity; and

WHEREAS, the City recognizes the need to provide services and help individuals experiencing homelessness find housing alternatives to unsafe, unauthorized encampment; and

WHEREAS, the City Council finds it necessary to adopt this Policy to ensure a consistent, safe, and lawful approach to addressing unauthorized encampments on City properties; and

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EDGEWOOD, WASHINGTON, HEREBY RESOLVES AS FOLLOWS:

Section 1. Adoption. The City Council adopts the attached City of Edgewood Administrative Policy Regarding Unauthorized Encampments on City Properties as presented.

Section 2. Effective Date. This resolution will take effect immediately upon passage by the City Council.

ADOPTED THIS 27TH DAY OF AUGUST, 2024

Dave Olson, Mayor

ATTEST:

Jill Schwerzler-Herrera, CMC
City Clerk

Exhibit A
Edgewood Encampment Disposal Policy