



LAKWOOD CITY COUNCIL AGENDA

Monday, September 19, 2016

7:00 P.M.

City of Lakewood

City Council Chambers

6000 Main Street SW

Lakewood, WA 98499

Page No.

CALL TO ORDER

ROLL CALL

PLEDGE OF ALLEGIANCE

PROCLAMATIONS AND PRESENTATIONS

1. Business showcase. – *Hess Bakery & Deli, Mr. Dario Cardenas, Co-owner*

PUBLIC COMMENTS

C O N S E N T A G E N D A

- (4) A. Approval of the minutes of the City Council meeting of September 6, 2016.
- (11) B. Approval of the minutes of the City Council Study Session of September 12, 2016.
- (15) C. Motion No. 2016-41

Appointing Asuka Ludden and Brandie Hesson-Ballard representing businesses authorized to collect hotel/motel tax to serve on the Lodging Tax Advisory Committee through November 1, 2019.
- (21) D. Items Filed in the Office of the City Clerk:
 1. Planning Commission meeting minutes of August 17, 2016.

The Council Chambers is accessible to persons with disabilities. Equipment is available for the hearing impaired. Persons requesting special accommodations or language interpreters should contact the City Clerk's Office, 589-2489, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.

<http://www.cityoflakewood.us>

City Hall will be closed 15 minutes after adjournment of the meeting.

2. Public Safety Advisory Committee meeting minutes of July 6, 2016.
3. Landmarks & Heritage Advisory Board meeting minutes of July 28, 2016.
4. Lakewood Arts Commission meeting minutes of July 11, 2016.

R E G U L A R A G E N D A

ORDINANCE

- (33) Ordinance No. 646

Vacating a portion of Bridgeport Way and Lakewood Drive. – *Public Works Director*

RESOLUTION

- (39) Resolution No. 2016-17

Expressing support for the Sound Transit November 8, 2016 General Election of Sound Transit's ballot proposition to expand mass transit in King, Pierce and Snohomish counties and expand light-rail, commuter-rail, and bus rapid transit service to connect population, employment and growth centers and authorize Sound Transit to levy or impose an additional 0.5% sales and use tax; a property tax of \$.025 or less per \$1,000 of assessed valuation; an additional 0.8% motor-vehicle excise tax; and use existing taxes to fund the local share of the \$53.8 billion estimated cost including inflation, with independent audits, as described in the Mass Transit Guide and Sound Transit Board Resolution No. R2016-17. – *City Attorney*

UNFINISHED BUSINESS

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<http://www.cityoflakewood.us>

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NEW BUSINESS(82) Motion No. 2016-42

Authorizing the City Manager to execute an agreement with Transpo Group, Inc., in an amount not to exceed \$85,317, for traffic signal design at the intersection of Military Road SW and 112th Street SW. – *Public Works Director*

(101) Motion No. 2016-43

Authorizing the City Manager to execute an agreement with BCRA, Inc., in an amount not to exceed \$299,828.62, for design services to construct a non-motorized trail along Gravelly Lake Drive from Washington Boulevard SW to Nyanza Road SW. – *Public Works Director*

(120) Motion No. 2016-44

Authorizing the City Manager to execute an agreement with BCRA, Inc., in an amount not to exceed \$99,915.18, for design services to construct pedestrian and bicycle facilities along the east side of John Dower Road SW from Custer Road SW and Steilacoom Boulevard SW. – *Public Works Director*

(136) Motion No. 2016-45

Authorizing the City Manager to execute an agreement with BCRA, Inc., in an amount not to exceed \$49,987.42, for design services to construct pedestrian and bicycle facilities along the west side of Phillips Road from Steilacoom Boulevard SW and Agate Drive. – *Public Works Director*

REPORTS BY THE CITY MANAGER**CITY COUNCIL COMMENTS****ADJOURNMENT**

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<http://www.cityoflakewood.us>

City Hall will be closed 15 minutes after adjournment of the meeting.



LAKWOOD CITY COUNCIL MINUTES

Tuesday, September 6, 2016
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

Mayor Anderson called the meeting to order at 7:02 p.m.

ROLL CALL

Councilmembers Present: 6 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, and Paul Bocchi.

Councilmember Excused: 1 – Councilmember Marie Barth.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led Mayor Anderson.

PROCLAMATIONS AND PRESENTATIONS

Youth Council Report.

The Youth Council reported on their first 2016-2017 Youth Council meeting to discuss their duties, responsibilities and upcoming events. School reports were provided at each of the high schools.

Proclamation declaring September 11, 2016 as patriot day and day of remembrance in the City of Lakewood. – *Police Chief Mike Zaro*

Mayor Anderson presented a proclamation declaring September 11, 2016 as patriot day and day of remembrance in the City of Lakewood to Police Chief Mike Zaro and West-Pierce Fire & Rescue Chief Jim Sharp.

Clover Park School District Board Report.

Clover Park School District (CPSD) Board Director Carole Jacobs expressed her thanks for the passage of the Clover Park School District levy and funding for technology. She then spoke about the increased graduation rates. She announced that the School District would be holding a monthly radio program on KLAY radio. She then provided an update on the school construction progress at JBLM. She

spoke about a federal grant that the District received for learning and behavioral needs.

Mayor Anderson deviated from the agenda to consider Resolution No. 2016-16 at this time.

RESOLUTION

Resolution No. 2016-16 expressing support for the Boulevard of Remembrance and the Remembrance Corridor.

COUNCILMEMBER SIMPSON MOVED TO ADOPT RESOLUTION NO. 2016-16. SECONDED BY DEPUTY MAYOR WHALEN. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

PUBLIC COMMENTS

Speaking before the Council were:

James Leet, Tacoma resident, spoke about Lakewood's CHOICE program and the reduction seen in youth's use of tobacco and alcohol.

Robert Hill, Tacoma resident, spoke about Ordinance No. 645 relative to complete streets.

Glen Spieth, Lakewood resident, clarified that under the comments he made as noted in the Council meeting minutes, there are no portable restroom units at the Kiwanis Skate park. He then spoke about another hit and run accident at Steilacoom Boulevard and Bridgeport Way.

C O N S E N T A G E N D A

- A. Approval of the minutes of the City Council meeting of August 15, 2016.
- B. Approval of the minutes of the City Council Study Session of August 22, 2016.
- C. Approval of payroll checks, in the amount of \$2,220,059.99, for the period July 16, 2016 through August 15, 2016.
- D. Approval of claims vouchers, in the amount of \$3,848,656.01 for the period July 16, 2016 through August 15, 2016.

E. Motion No. 2016-38

Setting Monday, October 17, 2016, at approximately 7:00 p.m., as the date for a public hearing by the City Council on the 2016 Comprehensive Plan amendments.

F. Motion No. 2016-39

Reappointing Jason Gerwen and Anessa McClendon to serve on the Parks and Recreation Advisory Board through September 19, 2019.

G. Motion No. 2016-40

Authorizing the execution of an interlocal agreement with the Clover Park School District for the purchase of fuel from September 1, 2016 through August 31, 2017.

H. Items Filed in the Office of the City Clerk:

1. Planning Commission meeting minutes of June 15, 2016.

COUNCILMEMBER MOSS MOVED TO ADOPT THE CONSENT AGENDA AS PRESENTED. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

R E G U L A R A G E N D A

PUBLIC HEARINGS AND APPEALS

This is the date set for a public hearing on the November 8, 2016 General Election of Sound Transit's ballot proposition to expand mass transit in King, Pierce and Snohomish counties and expand light-rail, commuter-rail, and bus rapid transit service to connect population, employment and growth centers and authorize Sound Transit to levy or impose an additional 0.5% sales and use tax; a property tax of \$.025 or less per \$1,000 of assessed valuation; an additional 0.8% motor-vehicle excise tax; and use existing taxes to fund the local share of the \$53.8 billion estimated cost including inflation, with independent audits, as described in the Mass Transit Guide and Sound Transit Board Resolution No. R2016-17.

Speaking before the Council were:

Ken Porter, Lakewood resident, expressed concern about the impacts of Sound Transit's proposal lowering property values because of noise pollution due to horns on the streets that start at 4:30 p.m. and that businesses will start to move away. He asked if something could be done to mitigate the noise pollution.

Robert Hill, Tacoma resident, commented that non-commuters will continue to be disadvantaged, half of this funding should get gas tax; and that there are no other proposals or choices.

Hayden Mackley, Lakewood resident, spoke about the Sound Transit commuter station and by having a good transit center with capacity and greater service makes Lakewood an attractive place to live.

Don Golden, Tacoma resident, spoke about the time and cost of transportation projects and expressed concern about the cost of Sound Transit 3.

Dennis Haugen, Lakewood resident, spoke about transportation jobs and cost.

Glen Spieth, Lakewood resident, spoke about the need for terminals where one could walk to work because some kind of transportation is need from a terminal to work. He spoke against the funding option for Sound Transit 3.

Jerry Gibbs, Gig Harbor resident, indicated that Sound Transit 3 is not a smart plan and the tax proposal will hurt Lakewood. He noted that property tax for transit will hurt schools, sales tax will take the city above 10% and motor vehicle tax is too much.

Bob Lennigan, Lakewood resident, expressed concern about the funding mechanism for Sound Transit 3 and the unsafe at-grade crossings.

Jerry Horne, Lakewood resident, spoke about the need for transit but that Sound Transit will raise her property tax an additional \$1,000 a year.

There being no further testimony, the hearing was declared closed.

ORDINANCE

Ordinance No. 645 creating Chapter 12A.18 of the Lakewood Municipal Code relative to a complete streets policy.

COUNCILMEMBER MOSS MOVED TO ADOPT ORDINANCE NO. 645.
SECONDED BY DEPUTY MAYOR WHALEN.

COUNCILMEMBER BRANDSTETTER MOVED TO AMEND ORDINANCE NO. 645, SECTION 12A.18.030 E. TO READ "IN INSTANCES WHERE A DOCUMENTED EXCEPTION IS GRANTED BY THE ~~PUBLIC WORKS/CITY ENGINEER~~ CITY MANAGER OR HIS/HER DESIGNEE." SECONDED BY COUNCILMEMBER BOCCHI. VOICE VOTE WAS TAKEN AND CARRIED.

VOICE VOTE WAS TAKEN ON AMENDED ORDINANCE NO. 645 AND CARRIED UNANIMOUSLY.

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UNFINISHED BUSINESS

None.

NEW BUSINESS

None.

REPORTS BY THE CITY MANAGER

City Manager Caulfield announced that Olympian Travis Stevens will be at the YMCA on September 7, 2016 at 6:45 p.m. to work with YMCA youth and the Council is invited to attend.

He announced that the City's Six Year financial forecast and the 2017-2018 Preliminary Biennial Budget will be brought before the Council at its October 3, 2016 Council meeting.

He also announced that on September 13, 2016, at 3:00 p.m., the Pierce County Council will be considering a ten year Pierce County Conservation rate proposal increase from \$5 to \$10.

He reported that a \$310,000 grant from the Office of Economic Adjustment will be used to support JLUS implementation. Montro & Johnson is under contract for \$50,000 to perform property valuations and relocation cost estimates on properties in the North Clear Zone. SSMCP is building upon a growth coordination plan to build a business plan. The business plan is scheduled to be presented to the SSMCP elected officials in December.

An SSMCP "Hill Day" is scheduled for February 7, 2017 to invite legislators to meet with City officials versus moving from office to office.

He reported that City staff met with the Port of Tacoma to discuss industrial land use and economic development in Lakewood. A joint meeting with Council and the Port of Tacoma Commissioners is planned to be scheduled in November or prior to the end of the year.

He noted that the JBLM air show went well with no major events. There were some snafus with regard to traffic but issues were worked out. He commended Public Works, Police and JBLM for their work in planning for the event ahead of time.

He announced that the bid for Waughop Lake trail improvements has been advertised.

He noted that the abatement of the Golden Lion Hotel will be demolished by the end of the year.

He announced that the next Select Committee on Quality Improvement in State Hospitals will be held on September 12 from 1:00 p.m. to 4:00 p.m.

He then announced the following calendar of events:

- September 8, 6:00 PM to 7:00 PM, Chambers Bay Resort Proposals Open House, Environmental Services Building
- September 12, noon, Joint 9/11 Remembrance Ceremony City and West Pierce Fire & Rescue, City Hall
- September 15, 8:00 AM to 9:30 AM, Former Mayors & City Councilmembers Briefing, City Council Chambers

CITY COUNCIL COMMENTS

Councilmember Moss thanked the audience for comments provided on Sound Transit 3. She then commented on the air show. She spoke about the civic leadership tour she attended.

Councilmember Bocchi indicated that he will be attending the Planning Commission meeting on September 7, 2016.

Councilmember Brandstetter indicated that he will not be attending the September 12, 2016 Council Study Session.

Deputy Mayor Whalen commented on the air show he attended.

Councilmember Simpson expressed his appreciation for the citizens comments received tonight on Sound Transit 3. Councilmember Simpson complemented Communication Manager Brent Champaco for his outstanding work.

Mayor Anderson commented on the Lakewood Ford's expansion ceremony he attended. He then spoke about a meeting he attended with the Mayors of Tacoma and Puyallup concerning homelessness. He indicated that the Mayor of Tacoma is interested in spearheading a legislative agenda relative to this issue. He then congratulated City Manager Caulfield for receiving the LTG William Harrison Service Award and being inducted into the JBLM Hall of Fame for his leadership in steering SSMCP activities, the community connector program and various transportation projects.

* * * * *

Mayor Anderson announced that Council will move into a closed session to discuss employee relations pursuant to RCW 42.30.140(4).

ADJOURNMENT

There being no further business, the meeting adjourned at 9:03 p.m.

DON ANDERSON, MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK



LAKWOOD CITY COUNCIL STUDY SESSION MINUTES

Monday, September 12, 2016
City of Lakewood
City Council Chambers
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

Mayor Anderson called the meeting to order at 7:02 p.m.

ROLL CALL

Councilmembers Present: 6 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, John Simpson, Marie Barth and Paul Bocchi.

Councilmember Excused: 1 – Councilmember Mike Brandstetter.

Landmarks & Heritage Advisory Board Present: 4 – Stephanie Walsh, Chair, and Members Joan Cooley, Robert Jones, Glen Spieth and Youth Council representative Cassie Daniels.

ITEMS FOR DISCUSSION:

Joint Landmarks & Heritage Advisory Board meeting

Chair Stephanie Walsh reviewed the key 2016 accomplishments of the Landmarks and Heritage Advisory Board. She then reviewed the 2017 work plan for the Board.

Board Member Spieth spoke about the historical markers and his efforts to preserve the Colonial Center clock tower.

Board Member Cooley spoke about the value of developing a strategic plan.

Discussion ensued about the Lily pad and discussing it with the Arts Commission; what is the condition of the Little Red School House and what is the sense of urgency with that building; and has a budget been determined for a professional services consultant.

Waughop Lake Water Quality Management Plan update

Surface Water Division Manager Vigoren provided an update on the Waughop Lake Water Quality Management Plan. He reviewed the options for controlling algae in Waughop Lake and the cost estimates.

Discussion ensued on whether the bed of the lake can be defined as soil for which the Department of Ecology could consider it as a potential grant funding source; what happens if nothing is done (lake will eventually become a wetland and continually get worse); are there fish in the lake (yes, bass); what is the arsenic level of the lake; and has the State itself stepped up in cleaning lakes.

Review of 2nd Quarter 2016 Financial Report

Assistant City Manager for Administrative Services Kraus provided an overview of the second quarter 2016 financial report.

Discussion ensued on trends for the rest of 2016; will construction have noticeable impact on sales tax revenue; and there appears to be a lot of sales tax revenues by sector shown as negative.

REPORTS BY THE CITY MANAGER

City Manager Caulfield reported that a joint meeting is being scheduled with the Port of Tacoma Commissioners, for Wednesday, November 2, 2016 at 6:00 p.m. in the Council Chambers or Tuesday, November 22, 2016.

He also noted that the Legislative agenda items for the October 15, 2016 Council Legislative Retreat include the transfer of ownership of Ft. Steilacoom Park, funding for improvements at Ft. Steilacoom Park, funding for the Motor Avenue project, permanent funding for community policing at Western State Hospital, and funding to move the WSDOT facility to another location in Lakewood. He noted that it is proposed that the Council consider adopting the Legislative agenda at the end of October or early November and possibly holding a meeting with the delegation in November prior to the start of the legislative session.

He announced that the City applied for two Recreation and Conservation Office grants for Harry Todd Park improvements totaling \$1.1 million, \$600,000 of Wildlife and Recreation Program (WWRP) grants that ranked number 3 and \$500,000 of Aquatic Lands Enhancement Account (ALEA) grants that ranked number 10.

He noted that Tactical Tailor is for sale and that permits will be issued for Comfort Inn suites.

He then reported that Representative Muir is interested in holding a 30-40 minute Remembrance Corridor ceremony at City Hall on Veterans Day.

He then announced that the City Clerk is preparing a proclamation in recognition of Veterans Day for the November 7, 2016 Council meeting and that the Lakes High School Choir is available that evening to sing the National Anthem and the Armed Forces medley. Outreach to Rally Point 6 will be made to invite them to the Council meeting.

ITEMS TENTATIVELY SCHEDULED FOR THE SEPTEMBER 19, 2016 REGULAR CITY COUNCIL MEETING:

1. Business showcase. – Hess Bakery & Deli
2. Appointing a member to the Lodging Tax Advisory Committee representing a business authorized to collect hotel/motel tax.
3. Vacating a portion of Bridgeport Way and Lakewood Drive.
4. Expressing consideration for the Sound Transit 3 ballot measure before voters in the November 8, 2016 election.
5. Authorizing the execution of an agreement with Transpo Group for traffic signal design at Military Road and 112th Street SW.
6. Authorizing the execution of an agreement with BCRA for the Gravelly Lake Drive non-motorized trail improvements from Washington Boulevard to Nyanza Road.
7. Authorizing the execution of an agreement with BCRA for John Dower Safe Routes to School sidewalk improvements from Custer Road to Steilacoom Boulevard.
8. Authorizing the execution of an agreement with BCRA for Phillips Road Safe Routes to School sidewalk improvements from Steilacoom Boulevard to Agate Drive.

CITY COUNCIL COMMENTS

Councilmember Moss spoke about the Lakewood's Promise Board meeting. She commented on the senior non-commissioned officers induction meeting she attended at JBLM. She also reported that today was the first day for the mid-day Sounder train run into Lakewood.

Councilmember Bocchi commented on the report he provided at the Clover Park School District Board meeting tonight. He noted that he had a conflict with several meetings – the Lakewood Community Foundation meeting, the Pierce County Regional Council and the Pacific Neighborhood Association meeting. He indicated that he was planning to attend the Pierce County Regional Council meeting and asked if Councilmembers would be attending some of the other meetings.

Councilmember Simpson indicated that he will attend the Pacific Neighborhood Association meeting. He then commented on the Lake City Neighborhood Association meeting he attended. Councilmember Simpson spoke about the 9-11 Ceremony he attended today at City Hall and the comments made by Police Chief Zaro.

Deputy Mayor Whalen complimented the City's partnership with developer Mr. Mon Wig for developing the Starbucks at 100th Street and complimented the use of public space and amenities.

Mayor Anderson congratulated City Manager Caulfield for being inducted into the JBLM Hall of Fame and receiving the LTG William Harrison Service Award. He then commented on the 7th infantry division bayonet dinner he attended. He also spoke about the Boys and Girls Club meeting he attended. He then commented on today's 9-11 ceremony.

Mayor Anderson asked for Council's input on how to proceed with a Resolution on the Sound Transit 3 ballot proposition for the Council's September 19, 2016 Council's agenda. He asked Council to provide him with their comments.

ADJOURNMENT

There being no further business, the meeting adjourned at 9:11 p.m.

DON ANDERSON, MAYOR

ATTEST:

ALICE M. BUSH, MMC
CITY CLERK

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUEST September 19, 2016	TITLE: Appointing Asuka Ludden and Brandie Hesson-Bullard to serve on the Lodging Tax Advisory Committee through November 1, 2019.	TYPE OF ACTION: — ORDINANCE — RESOLUTION <u>X</u> MOTION NO. 2016-41 — OTHER
REVIEW:	ATTACHMENTS: Applications	

SUBMITTED BY: Alice M. Bush, City Clerk on behalf of Mayor Don Anderson

RECOMMENDATION: It is recommended that the City Council confirm the appointment of Asuka Ludden and Brandie Hesson-Bullard to represent persons involved in activities authorized to collect hotel/motel taxes through November 1, 2019.

DISCUSSION: The Lodging Tax Advisory Committee was created pursuant to State law.

Any proposals for the imposition or expenditure of hotel-motel lodging tax funds, whether it involves the imposition of a tax, an increase in the rate of a tax, repeal of an exemption from a tax, or a change in the use of revenue received shall be submitted to the Lodging Tax Advisory Committee for review and comment. The submission shall occur at least forty-five days before final action on or passage of the proposal by the municipality. The advisory committee shall submit comments on the proposal in a timely manner through generally applicable public comment procedures. The comments shall include an analysis of the extent to which the proposal will accommodate activities for tourists or increase tourism, and the extent to which the proposal will affect the long-term stability of the fund created under RCW [67.28.1815](#). Failure of the advisory committee to submit comments before final action on or passage of the proposal shall not prevent the municipality from acting on the proposal.

Should the Council confirm these appointments, it will fulfill the current minimum composition of the LTAC of at least 5 members- (at least two who are representatives of business required to collect hotel/motel tax and at least two who are persons involved in activities authorized to be funded by hotel/motel tax). The number of collectors and funders must be equal in number. With the confirmation of Asuka Ludden and Brandie Husson-Bullard there would be equal numbers between these two groups of 3 funders and 3 collectors. The LTAC is scheduled to meet on September 30, 2016 to begin discussion on lodging tax funding allocations.

ALTERNATIVE(S): The Council could choose to appoint other candidates, not to confirm any of the appointments or re-advertise for these positions. However, this Committee is required by state law.

FISCAL IMPACT: There is no fiscal impact.

<hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Prepared by <hr style="border: 0; border-top: 1px solid black; margin-bottom: 5px;"/> Department Director	 <hr style="border: 0; border-top: 1px solid black; margin-top: 5px;"/> City Manager Review
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LODGING TAX ADVISORY COMMITTEE

APPLICATIONS

NAME	REPRESENTATION	MAYOR'S APPOINTMENTS
Asuka Ludden Best Western Lakewood	Business authorized to collect hotel/motel tax	Appoint to fill unexpired term + additional 3 year term through November 1, 2019.
Brandie Hesson-Bullard Candlewood Suites	Business authorized to collect hotel/motel tax	Appoint to fill unexpired term + additional 3 year term through November 1, 2019.



CITY OF LAKEWOOD
6000 Main Street SW
Lakewood, WA 98499

APPLICATION FOR APPOINTMENT

*The information in this document is subject to public disclosure and can be made available to the public.
(Attach additional pages if necessary to complete answers.)*

I wish to be considered for appointment to the following committee, board or commission:

- | | |
|---|--|
| <input type="checkbox"/> Arts Commission | <input type="checkbox"/> Parks and Recreation Advisory Board |
| <input type="checkbox"/> Community Services Advisory Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Lakewood's Promise Advisory Board | <input type="checkbox"/> Public Safety Advisory Committee |
| <input type="checkbox"/> Landmarks and Heritage Advisory Board | <input type="checkbox"/> Salary Commission |
| <input checked="" type="checkbox"/> Lodging Tax Advisory Committee (Members of this committee must be representative of an agency involved in tourism promotion.) | |

EXPECTATIONS: Adhere to City of Lakewood's Code of Ethics and regular attendance at meetings is required.

PLEASE RETURN THIS FORM TO: City of Lakewood
City Clerk's Office
6000 Main Street SW
Lakewood, WA 98499
(253) 983-7701 Fax: (253) 589-3774

Name: ASUKA LUDDEN
(Please Print)

Home Address: 7045 61ST ST W

City: UNIVERSITY PLACE State: WA Zip: 98467

Home Phone Number: 253 579-3652 E-mail: CHICKN2NITE@GMAIL.COM

Present Employer: BEST WESTERN LAKEWOOD

Address: 6125 MOTOR AVE Work Phone: 253 584 2212

Cell: 253 579 3652

LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:

Are you representing a business that is required to collect lodging tax? Yes No

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes No

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Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes No If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served:

Date available for appointment: _____

Are you available to attend evening meetings? Yes No

Are you available to attend daytime meetings? Yes No

Recommended by: JACKIE JUY

Education: AA

Professional and/or community activities: ~~FFF~~ FARMERS MARK, CHAMBERS OF COMMERCE

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:

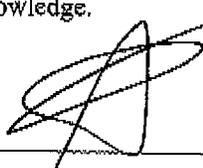
PREVIOUS BOARD & COMMITTEE EXPERIENCE

Please explain why you would like to be part of this board, committee or commission:

I WMS ASKED TO JOIN BY MY BOSS

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature:



Date: 9/12/16

AKN:
Alice Bush



RECEIVED
SEP 07 2016
CITY OF LAKEWOOD

CITY OF LAKEWOOD
6000 Main Street SW
Lakewood, WA 98499

APPLICATION FOR APPOINTMENT

*The information in this document is subject to public disclosure and can be made available to the public.
(Attach additional pages if necessary to complete answers.)*

I wish to be considered for appointment to the following committee, board or commission:

- | | |
|---|--|
| <input type="checkbox"/> Arts Commission | <input type="checkbox"/> Parks and Recreation Advisory Board |
| <input type="checkbox"/> Community Services Advisory Board | <input type="checkbox"/> Planning Commission |
| <input type="checkbox"/> Lakewood's Promise Advisory Board | <input type="checkbox"/> Public Safety Advisory Committee |
| <input type="checkbox"/> Landmarks and Heritage Advisory Board | <input type="checkbox"/> Salary Commission |
| <input checked="" type="checkbox"/> Lodging Tax Advisory Committee (Members of this committee must be representative of an agency involved in tourism promotion.) | |

EXPECTATIONS: Adhere to City of Lakewood's Code of Ethics and regular attendance at meetings is required.

PLEASE RETURN THIS FORM TO: City of Lakewood
City Clerk's Office
6000 Main Street SW
Lakewood, WA 98499
(253) 983-7701 Fax: (253) 589-3774

Name: Brandie Lynn Hesson-Bullard
(Please Print)

Home Address: 7625 S. FAWCETT
City: TACOMA State: WA Zip: 98408

Home Phone Number: 253) 318-3384 E-mail: _____

Present Employer: Candlewood Suites Lakewood

Address: 10720 Pacific Hwy SW Work Phone: 253) 584-0868

Cell: 253) 318-3384

LODGING TAX ADVISORY COMMITTEE APPLICANT QUESTIONS:

Are you representing a business that is required to collect lodging tax? Yes No

Are you involved in activities authorized to be funded by revenues received from lodging tax? Yes No

019

Have you previously served or are you currently on one of the Lakewood's Boards, Committees or Commissions? Yes No If yes, please explain (include names of Boards, Committees or Commissions and the dates that you served):

Date available for appointment: Any

Are you available to attend evening meetings? Yes No

Are you available to attend daytime meetings? Yes No

Recommended by: JAMIE ESPINOZA

Education: _____

Professional and/or community activities: Have in the past been a Ambassador for the Lakewood Chamber, also a member of The AUSA and Air force Committee for JBUM

Please share some of the experiences or qualifications that you have relating to the work of this board, committee or commission:

Have worked in Hotels/Resorts for the last 20 years

Please explain why you would like to be part of this board, committee or commission:

I would love the opportunity to help determine where these funds will be used in our community. It would be an honor.

I hereby certify that this application and any other materials and/or documents provided in this application process contains no willful misrepresentation and that the information given is true and complete to the best of my knowledge.

Signature: [Handwritten Signature] Date: 9/7/16



**PLANNING COMMISSION
REGULAR MEETING
WEDNESDAY, August 17, 2016
City Hall Council Chambers
6000 Main Street SW
Lakewood, WA 98499**

Call to Order

At 6:30 p.m. presiding officer, Mr. Don Daniels, Chair, called the meeting to order.

Roll Call

Planning Commission Members Present: Don Daniels, Chair; Robert Estrada, Vice Chair; Connie Coleman-Lacadie, James Guerrero, Paul Wagemann and Robert Pourpasand

Planning Commission Members Excused: Christopher Webber

Planning Commission Members Absent: None

Staff Present: Frank Fiori, Planning Manager; and Karen Devereaux, Community Development Administrative Assistant

Council Liaison: Councilmember Paul Bocchi

Acceptance of Agenda

No changes were made to the agenda.

Approval of Minutes

The minutes of the meeting held on May 18, 2016, were approved by voice vote, M/S/C Coleman-Lacadie/ Wagemann. The motion to approve minutes as written passed unanimously, 6-0.

Public Comments

None

Public Hearing

None

Unfinished Business

Review Proposed 2016 Comprehensive Plan Amendments

Mr. Fiori, Planning Manager, reminded the Commissioners that the Growth Management Act mandates that City of Lakewood generate and adopt a Comprehensive Plan, there is a requirement to amend the plan no more frequently than once a year. Two privately initiated and fifteen City initiated Comprehensive Plan amendments have been submitted between January 2016 and May 18, 2016. Mr. Fiori noted the Lakewood Comprehensive Plan was initially adopted in 2000, updated in 2004 and 2015. It was explained that specific amendments and obvious updates have

occurred annually since the initial adoption. The 2016 updates include a total of 17 amendments. A brief description of each of the amendments is listed below and was discussed with commissioners.

CPA-2016-01/4713 127th St SW: Amend the comprehensive plan land use map to designate the subject property, Open Space and Recreation; and amend the zoning map to zone the subject property, Open Space and Recreation One (OSR1).

CPA-2016-02/12502 47th Avenue SW: Amend the comprehensive plan land use map to designate the subject property, Open Space and Recreation; and amend the zoning map to zone the subject property, Open Space and Recreation One (OSR1).

CPA-2016-03/No address (APNs 0219122156, 0219122160, & 0219123112): Amend the comprehensive plan land use map to designate the subject property Industrial; and amend the zoning map to zone the subject property Industrial Business Park (IBP). Alternatively, amend the comprehensive plan land use map to designate the subject property, Corridor Commercial; and zone the subject property, Transit Oriented Commercial (TOC).

CPA-2016-04/No address (railroad right-of-way located north of I-5 and south of McChord Drive SW): Amend the comprehensive plan land use map to designate the subject property Industrial; and amend the zoning map to zone the subject property Industrial Business Park (IBP). Alternatively, amend the comprehensive plan land use map to designate the subject property, Corridor Commercial; and zone the subject property, Transit Oriented Commercial (TOC).

CPA-2016-05/12415 47TH AV SW: Amend the comprehensive plan land use map to designate the subject property Industrial; and amend the zoning map to zone the subject property Industrial Business Park (IBP). Alternatively, amend the comprehensive plan land use map to designate the subject property, Corridor Commercial; and zone the subject property, Transit Oriented Commercial (TOC).

CPA-2016-06/WSDOT I-5 right-of-way (adjacent to the Springbrook Neighborhood, & south of the I-5/Highway 512 interchange): Amend the comprehensive plan land use map to designate the subject property Industrial; and amend the zoning map to zone the subject property Industrial Business Park (IBP). Alternatively, amend the comprehensive plan land use map to designate the subject property, Corridor Commercial; and zone the subject property Transit Oriented Commercial (TOC).

CPA-2016-07/No address (APN 0219123116): Amend the comprehensive plan land use map to designate the subject property Multi Family; and amend the zoning map to zone the subject property Multi Family Two (MF2). (This is a map correction; the parcel is currently zoned MF2 and Public Institutional (PI).)

CPA-2016-08/Text Amendment: The City is proposing to delete the Chapter 3.6 of the Comprehensive Plan (Military Lands) and replace it with the following sections: Joint

Base Lewis McChord (JBLM) installation profile, a review of past and current Joint Land Use Study (JLUS) activity, new goals, and new policies consistent with the recently adopted 2015 JBLM JLUS.

CPA-2016-09/Text Amendment: The City is proposing to amend Chapter 3 of the Comprehensive Plan to add policies that promote food security, food systems, local food production and public health.

CPA-2016-10/Text Amendment: The City is proposing to amend Chapter 6 (Transportation) of the Comprehensive Plan to include "complete street" goals and related policies pertaining to multi-modal forms of transportation.

CPA-2016-11/Text Amendment: The City is proposing to amend the Comprehensive Plan and add a sustainability chapter. The chapter aims to encourage sustainable practices and policies to help ensure that the residents, businesses, and property owners live and function in a way that considers the livelihood of future generations.

CPA-2016-12/Text Amendment: The City is proposing to amend the Lakewood Municipal Code, Title 18A.50, and delete section 18A.50.550 (F.).

CPA-2016-13/Text Amendment: The City is proposing to amend the Lakewood Municipal Code, Title 18A.2, and delete section 18A.2.810 (A.) (5.).

CPA-2016-14/Text Amendment: YKC Industrial, (application # LU-16-00104) is proposing to amend the Lakewood Municipal Code, Title 18A.30, to allow for Warehousing, Distribution and Freight Movement (Level three) in the Industrial Business Park (IBP) zone subject to an administrative use permit.

CPA-2016-15/Text Amendment: The City is proposing to amend the Lakewood Municipal Code, Title 18A.50.420 (A.) (20.) to comply with regulations for low impact development.

CPA-2016-16/Text Amendment: The City is proposing to establish a Planned Development (PD) Overlay Zone which would be applicable in any zoning district on sites greater than two (2) acres in size.

CPA-2016-17/Text Amendment: The City is proposing to amend section 18A.30.530 (A.) (1.) and 18A.30.540 (A.).

Mr. Fiori addressed questions as he went through the list and closed the session by reminding Commissioners that the Public Hearing for the Comprehensive Plan Amendments will be held at their next scheduled meeting on Wednesday, September 7, 2016. Mr. Fiori also reminded the Commissioners that following the public hearing, the Commission will be asked to make a recommendation to the City Council. The City Council is required to take final action on any recommended updates or amendments.

New Business

None

Reports from Commission Members and Staff

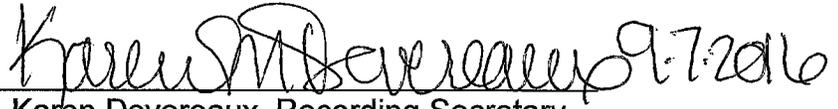
Mr. Robert Estrada, Vice-Chair, asked that staff forward a request to City Council that the Commissioners would like to receive formal notification of what decisions they make after a recommendation is received. Ms. Connie Coleman-Lacadie commented that it would be nice to receive a formal explanation of their considerations and why our recommendation was not in alignment with their decision.

Next Meeting: September 7, 2016 at 6:30 p.m. in City Hall Council Chambers

Meeting Adjourned at 7:35 p.m.



Don Daniels, Chair
Planning Commission 09/07/2016



Karen Devereaux, Recording Secretary
Planning Commission 09/07/2016



PUBLIC SAFETY ADVISORY COMMITTEE

Regular Meeting Minutes
Wednesday, July 6, 2016
Lakewood Police Department
9401 Lakewood Drive SW
Lakewood, WA 98499

CALL TO ORDER

The Meeting was called to order at 5:14 p.m.

ROLL CALL

Public Safety Advisory Committee Members Present: John Fuller, Bob Saul, Charles Ames, Joseph Boyle, Ken Witkoe, Michael Lacadie, Johnny Williams and James Hairston

Public Safety Advisory Committee Members Excused: Alan Hart

Public Safety Advisory Committee Members Absent: None

City Councilmember Present: Marie Barth

Fire Department Staff Present: Assistant Fire Chief Hallie McCurdy

Lakewood Youth Council Present: No Youth Council-out for summer

Staff Present: Assistant City Attorney Kimberly Cox, Assistant Chief John Unfred, Committee Staff Support, and Joanna Nichols, Administrative Assistant.

APPROVAL OF MINUTES

Michael Lacadie motioned to approve the May meeting minutes. All ayes; minutes were approved.

PUBLIC COMMENT

Ray Dotson was present but did not wish to speak.

FIRE CHIEF COMMENTS

Assistant Fire Chief Hallie McCurdy introduced herself and went over the Alarm Report, and some recent calls they had been on. Discussion ensued.

POLICE CHIEF COMMENTS

Handout- Monthly Crime Stats (May 2016)

Assistant Chief John Unfred discussed the monthly statistics. Discussion ensued.

UNFINISHED BUSINESS

The Guest Speaker was moved up due to time constraints. Officer Jeremy Prater gave a presentation on the Reserve Program. Discussion ensued.

CITY COUNCIL LIAISON COMMENTS

Councilmember Marie Barth suggested that PSAC might want to look into having someone from Sound Transit come and speak about the Sound Transit proposition especially in regards to your real estate property taxes.

Councilmember Marie Barth discussed some of the upcoming real estate developments, such as Chick-Fil-A which was coming sometime after August, and the retail sales tax.

YOUTH COUNCIL COMMENTS

Youth Council is out for the summer so no Youth Council comments.

UNFINISHED BUSINESS

Charles Ames stated we would postpone the Abandoned Homes and DV Ordinance part of the unfinished business until next month. Discussion ensued over process for the DV Ordinance. Assistant City Attorney Kimberly Cox will try to send something to Joanna Nichols for inclusion in September's meeting packet.

Charles Ames discussed the Joint City Council Study Session and stated that the City Council seemed happy with the work PSAC was doing. Robert Saul asked about getting the follow-up numbers from the shopping cart letter to see if it had helped at all; Joanna Nichols will get the follow up information.

Vision/Mission Statement was discussed. Charles Ames stated we will save the Vision/Mission Statement discussion for next month; Joanna Nichols will keep it on the agenda for September.

Robert Saul asked about the work plan. Discussion ensued. Charles Ames asked Joanna Nichols to keep the work plan on the agenda for September.

Charles Ames asked about the dunk tank and final plans were nailed down for Saturday/SummerFest.

NEW BUSINESS

Councilmember Marie Barth suggested that PSAC look into Parks safety, possibly scheduling a co-meeting with the Parks Commission, and gather some information regarding park safety, possibly to include firework complaints? Charles Ames asked Assistant Chief John Unfred about getting more parks information. Assistant Chief Unfred stated we could provide calls for service numbers, but any information regarding the use of the parks would need to come from Mary Dodsworth.

REPORTS FROM BOARD MEMBERS & STAFF

Robert Saul gave a report on the Tillicum and Lake City meetings. James Hairston talked about the University Place co-meeting, stating he had been tasked with that by Co-Chair Charles Ames and he was working on it.

ADJOURNMENT

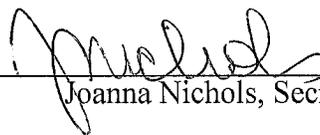
James Hairston motioned to adjourn the meeting; all ayes. Meeting adjourned at 6:27 p.m.

Public Safety Advisory Committee

Attest:



Charles Ames, Co-Chair



Joanna Nichols, Secretary



LANDMARKS & HERITAGE ADVISORY BOARD

July 28, 2016 Meeting Minutes
Third Floor Mt. Rainier Conference Room
6000 Main Street SW
Lakewood, WA 98499

"The mission of the City of Lakewood Landmarks and Heritage Advisory Board is to preserve, protect and promote the unique heritage and historic resources of the City of Lakewood."

CALL TO ORDER

Presiding officer, Ms. Stephanie Walsh, Chair, called the meeting to order at 6:01 p.m.

MEETING PROTOCOL

Roll Call

Landmarks & Heritage Advisory Board Members Present: Stephanie Walsh, Chair; Glen Spieth, Vice-Chair; Beth Campbell, Joan Cooley, Bob Jones, and Bill Harrison

Landmarks & Heritage Advisory Board Members Excused: Dennis Dixon

Landmarks & Heritage Advisory Board Members Absent: Walter Neary

Council Liaison to LHAB: Councilmember John Simpson

Landmarks & Heritage Advisory Board Consultant: Jennifer Schreck

Staff Present: Ramon Rodriguez, Assistant Planner; and Karen Devereaux, Administrative Assistant

Acceptance/Changes to Agenda

Ms. Stephanie Walsh, Chair, queried the group for any needed changes to the agenda. Ms. Walsh suggested adding a report from Mr. Glen Spieth on the Clock Update under Unfinished Business, as well as an update from Ms. Jennifer Schreck on the Western State Hospital property meeting. **Ms. Beth Campbell made the motion to approve the agenda with the changes. Mr. Bill Harrison seconded the motion. A voice vote was taken and the motion carried unanimously.**

Approval of Minutes

Ms. Stephanie Walsh, Chair, opened the floor asking if there were any additions, changes or modifications to the June 2, 2016 meeting minutes. Ms. Walsh noted the name of Kim Prentiss, from Clover Park School District, needed to be corrected to "Prentice" on Page 2. **Ms. Joan Cooley made the motion to approve the minutes as revised. The motion was seconded by Mr. Glen Spieth. A voice vote was taken and the motion carried unanimously.**

Announcements

Mr. Glen Spieth shared that City of Lakewood Mayor Don Anderson attended the dedications for two more markers that have been placed; Griggs House and Tacoma Country and Golf Club. Due to the size of the boulder chosen for the marker at Premier Memorial, he still hasn't had much luck securing adequate equipment or help in that final placement.

PUBLIC COMMUNICATIONS

None

UNFINISHED BUSINESS

Clock Update

Mr. Glen Spieth made an offer to purchase the clock but still hasn't received a response from the owners. Mr. Spieth commented that the chosen Motor Avenue Design Alternative #2 shows the clock being used in the design. It was noted that a GoFundMe page is being considered but will depend on exact asking price to purchase items, which has yet to be declared. Mr. Spieth added that moving and storage of the cast iron clock with fragile glass globes are some of his concerns.

Western State Hospital Meeting

Ms. Jennifer Schreck attended the June meeting and shared that the WSH Master Plan is respectful of the City of Lakewood historic preservation needs on the property. The plan should be completed soon and will be shared with the LHAB members.

Application for Community Designations Update

The sub-committee members, Ms. Joan Cooley and Mr. Bob Jones, working on revisions for the project requested Ms. Jennifer Schreck email them with the electronic Word version of the document. Mr. Dennis Dixon, lead, is set to introduce an easier-to-use version of the current lengthy application at the August 25 meeting.

NEW BUSINESS

Little Red School House (LRS) Photos

Mr. Glen Spieth shared a collection of pictures of the LRS structure noting the building is in poor shape. A copy was provided of a Suburban Times article written by Kurt Sample in April 2015 which gave a bit of the history as well as suggesting a "living history experience" as a future use.

CPSD Facilities Advisory Board (FAB) Meeting Update

Ms. Stephanie Walsh attended both the May and June meetings. A prioritization exercise was done for each of the various buildings however no references to the LRS were made. It was noted there are no other buildings with a historical perspective on these properties. Ms. Walsh offered to write an email representing the LHAB desire to see the LRS brought into the mix noting the community has a genuine interest with sentimental ties to preserving the structure.

Ms. Jennifer Schreck offered to contact Mr. Rueben McKnight for help with approaching CPSD to possibly create a pragmatic agreement with the school district as a preventative measure to require notification of intentions concerning the LRS. Ms. Schreck will share this at the August meeting.

The next FAB meeting is scheduled for September then several subsequent meetings with a goal for FAB members to forward their recommendations in early 2017.

Lakewold Gardens Sunroom Preservation Update

Ms. Stephanie Walsh shared that permits will be paid for and some work will be starting on the preservation/restoration project next week. Work is to be performed by H&J Construction starting in November. An architects drawing of the sunroom was provided depicting the very large single-paned glass window that is presenting a challenge. Lakewold Gardens would like to maintain the original look and is completing research to accomplish that if at all possible rather than using a double-paned more

modern style or smaller-sized window which would alter that original look. Ms. Walsh will keep members posted.

Touring Map Usage in Clover Park School District Classrooms Update

Ms. Stephanie Walsh revealed she has met with CPSD to discuss required processes to distribute touring maps to students in the 2017-2018 school year. LHAB members would like to do more of an educational piece with age-appropriate interactive assignments developed for students. Ms. Jennifer Schreck noted she has a draft that could be used as framework to help in writing curriculum for acceptance by CPSD. Mr. Harrison's aide, Karen, offered to reach out to a local retired teacher for assistance with this writing. Ms. Walsh will contact CPSD again to get a clear understanding of Washington State curriculum requirements and provide findings at August meeting.

OTHER

Retired General Bill Harrison complimented Mr. Glen Spieth on creating citizen interest with the historical markers that are being placed. Board members asked that Mr. Glen Spieth share information as to when/where these official dedication ceremonies take place to allow others to attend when available. It was noted that a group picture of the dedication ceremonies would help generate more interest. The Prairie Gazette, a quarterly newsletter published by the Lakewood Historical Society, always lists the locations of marker placements.

Ms. Stephanie Walsh informed members a particular distribution site for the touring maps was still handing out the old style. Members felt the newest edition with all the new material should be the ones in circulation and efforts should be made to stop the use of older maps since corrections had been made. The new maps were printed in December 2016 and just 3 boxes remain. Ms. Walsh asked Mr. Ramon Rodriguez, Assistant Planner, to check on the monies still remaining in the LHAB budget.

PUBLIC HEARING

None

Next Meeting scheduled for Thursday, August 25, 2016 at 6:00 p.m. in Mt. Rainier Conference Room 3A.

Meeting Adjourned at 7:22 p.m.



Stephanie Walsh, Chair
Landmarks & Heritage Advisory Board

08/25/2016



Karen Devereaux, Recording Secretary to the
Landmarks & Heritage Advisory Board

08/25/2016



**LAKESWOOD ARTS COMMISSION
REGULAR MONTHLY MEETING**
Date: Monday, July 11, 2016
Time: 4:30 PM – 6:00 PM
Lakewood City Hall, Mount Rainier room
6000 Main Street SW
Lakewood, WA 98499

CALL TO ORDER

Susan Coulter called the meeting to order at 4:40pm.

ATTENDANCE:

Arts Commission Members Present: Susan Coulter, Kurtis Erickson, Kathy Flores, Robert Fox, Retha Hayward, Bob Lawrence, Peggy Leach, John Munn, Phillip Raschke, Barbara Vest, Jean Witte.

Staff: Dennis Higashiyama Recreation Coordinator

Arts Commission Member Excused: Jean Witte

Arts Commission Member Absent: Ed Kane, Tony Lamb, Connie Perra

Guest:

APPROVAL OF MINUTES: John Munn moved and Retha Hayward seconded the motion to approve the minutes from May 2, 2016, meeting. The motion passes.

PUBLIC COMMENT: None

UNFINISHED BUSINESS:

Open Seats on Arts Commission: The commission noted that there was still one vacancy and several members indicated that they may have a candidate to fill the position.

RFP: Dennis Higashiyama shared the two proposals received. One proposal from sculptor Gareth Curtiss and one from local artist Chuck Fitzgerald. Chuck also submitted models of his proposed artwork and those were shared with the commission. Participants for the selection panel were solicited and Robert Fox & Kat Flores will be the two representatives from the Arts Commission. Participants for the selection panel will be solicited from Lakewood Gardens, Lakewood Water, the library and local residents.

MayFest recap: Retha Hayward

Asian Film Festival: The Asian Film will be held at the Lakewood Elks, July 30, 31 & August 1. Phil is awaiting final confirmation on when setup can occur. It will either be Friday evening, July 29th or the morning of July 30th. A sign-up sheet was circulated for event volunteers. Discussion was held regarding the use/rental/purchase of a popcorn machine for the event. The popcorn machine at the parks shop will be tested for its usability.

Sub-Committee on FundRaising: An initial meeting was held in late April with Allied Arts of Renton with a subsequent follow-up meeting. A date will be set in the coming week to meet regarding other possible fundraising possibilities. ArtsFest has verbally agreed to be the fiscal agency once they have received their 501(c)(3) status.

NEW BUSINESS:

Future sponsored events:

Bonsai Display at the Asian Film Festival: Susan Coulter proposed a bonsai display by local bonsai artists the Kiharas. Minimal space would be needed and it would be the opportunity to expose the attendees to another artwork of the Asian culture

City Hall Art Exhibit: Artist Jane Montequin will be installing her artwork this Thursday, July 14th.

City Hall Art Exhibit: Artist Kathy Gridley will be contacted regarding her submissal of art for the next exhibit period (October – December, 2016)

ADJOURNMENT: Bob Lawrence moved and Phil Raschke seconded the motion to adjourn the meeting. The motion passes. The meeting was adjourned at 5:30pm.



Susan Coulter, Chair



Dennis Higashiyama, Staff Liaison

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: Sep 19, 2016	TITLE: Ordinance to correct a scrivener's error in the original legal description of Ordinance No. 615 to vacate of a portion of Bridgeport Way and Lakewood Drive right-of-way.	TYPE OF ACTION: <input checked="" type="checkbox"/> ORDINANCE NO. 646 <input type="checkbox"/> RESOLUTION <input type="checkbox"/> MOTION <input type="checkbox"/> OTHER
PUBLIC HEARING: Aug 3, 2015		
REVIEW: N/A	ATTACHMENTS: Ordinance No. 646 Ordinance Summary	

SUBMITTED BY: Don Wickstrom, P.E., Public Works Director/City Engineer

RECOMMENDATION: It is recommended that the Mayor and City Council pass an ordinance to correct a scrivener's error in the original legal description of Ordinance No. 615 for vacation of a portion of Bridgeport Way and Lakewood Drive right-of-way.

DISCUSSION: The Pierce County Assessor's Office detected a scrivener's error in the original legal description of Ordinance No. 615. Mr. Jeff Pantier, the professional land surveyor who prepared the legal description on behalf of the street vacation applicant, was asked to audit the original legal description for accuracy. Mr. Pantier submitted a corrected legal description in which "East" was corrected to "West" near the bottom of the legal description. This ordinance includes this updated legal description for final recording of the street vacation.

Wig Properties, LLC-LKPL is the street vacation applicant under Ordinance No. 615. Final payment in the amount of \$25,327 for 1,178 sq. ft. of right-of-way was paid and received by the city within the allotted time frame resulting in execution of the original ordinance. The applicant has since constructed improvements upon the vacated right-of-way in accordance with city procedures, codes and regulations.

ALTERNATIVE(S): None.

FISCAL IMPACT: None.

_____ Prepared by	 _____ City Manager Review
_____ Department Director	

ORDINANCE NO. 646

AN ORDINANCE of the City Council of the City of Lakewood, Washington, vacating a portion of Bridgeport Way SW and Lakewood Drive SW.

WHEREAS, the City of Lakewood, Washington, has received a petition signed by owners of at least two-thirds (2/3) of the property abutting a portion of the Bridgeport Way SW & Lakewood Drive SW right-of-way, located within the City of Lakewood, Washington, requesting that the same be vacated; and,

WHEREAS, in conformity with the legal requirements applicable for the vacation of public property, the Lakewood City Council passed Resolution No. 2015-17, setting a public hearing regarding this proposed vacation on August 3, 2015; and,

WHEREAS, pursuant to Lakewood Municipal Code section 12A.12.120, the City Council must consider certain factors prior to authorizing a vacation of public property; and,

WHEREAS, it is the finding of the City Council of the City of Lakewood, Washington, that vacation is appropriate in this instance after full consideration of the factors stated in LMC 12A.12.120 in that vacation will benefit the public by returning the property to the tax rolls, in that the right of way is not needed for public use or access, and in that conditions are not likely to change in the future as to provide a greater use or need for the right-of-way than presently exists; and,

WHEREAS, the City Council of the City of Lakewood, Washington, has considered all matters presented at the public hearing on the proposed vacation, hearing no objection to this vacation, and does hereby find that the vacation of said property is appropriate and that the transfer of property at issue in this matter in the manner set forth below is in best interests of the public; and,

WHEREAS, the City Council of the City of Lakewood, Washington, having already

approved the vacation of said public property via Ordinance No. 615, however, which legal description did contain a scrivener's error; and,

WHEREAS, a professional land surveyor has prepared a corrected legal description on behalf of the street vacation applicant.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF LAKEWOOD, WASHINGTON DO ORDAIN as follows:

- Section 1. The City vacates that portion of Bridgeport Way SW & Lakewood Drive SW right-of-way, located within the City of Lakewood, Washington, legally described as shown in the exhibit attached hereto, marked "Exhibit A" and incorporated herein by this reference, subject to the conditions set forth in Sections 2 and 3 of this Ordinance.
- Section 2. The City shall retain an easement or the right to exercise and grant easements in respect to the vacated land for the construction, repair, and maintenance of existing public utilities and services.
- Section 3. This Ordinance shall be in full force and effect thirty (30) days after publication as required by law.

ADOPTED by the City Council this 19th day of September 2016.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi Ann Wachter, City Attorney

Exhibit "A"

Legal description of the Bridgeport Way and Lakewood Drive right-of-way to be vacated:

THAT PORTION OF LAKEWOOD DRIVE AND BRIDGEPORT WAY ADJOINING LOT 24 OF THE PLAT OF M & M SECOND ADDITION, AS RECORDED IN VOLUME 14 OF PLATS AT PAGES 88 AND 89, RECORDS OF PIERCE COUNTY, WASHINGTON DESCRIBED AS FOLLOWS:

COMMENCING AT THE MOST NORTHERLY CORNER OF SAID LOT 24; THENCE SOUTH $47^{\circ} 57' 38''$ WEST ALONG THE NORTHWESTERLY LINE THEREOF 125.23 FEET TO THE MOST WESTERLY CORNER THEREOF AND THE TRUE POINT OF BEGINNING, SAID CORNER BEING THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT, THE RADIUS POINT OF WHICH BEARS SOUTH $47^{\circ} 50' 32''$ WEST 3,860.00 FEET; THENCE SOUTHEASTERLY ALONG THE NORTHEASTERLY RIGHT OF WAY OF BRIDGEPORT WAY AND CURVE THROUGH A CENTRAL ANGLE OF $00^{\circ} 26' 57''$ AN ARC LENGTH OF 30.26 FEET THE TRUE POINT OF BEGINNING, SAID POINT BEING THE BEGINNING OF A TANGENT CURVE TO THE LEFT, THE RADIUS POINT OF WHICH BEARS NORTH $48^{\circ} 47' 00''$ EAST 30.00 FEET; THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $85^{\circ} 07' 30''$ AN ARC LENGTH OF 44.57 FEET TO THE BEGINNING OF A TANGENT CURVE TO THE RIGHT, THE RADIUS POINT OF WHICH BEARS SOUTH $36^{\circ} 50' 01''$ EAST 255.00 FEET; THENCE NORTHEASTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $11^{\circ} 00' 42''$ AN ARC LENGTH OF 49.01 FEET TO THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT, THE RADIUS POINT OF WHICH BEARS NORTH $63^{\circ} 31' 02''$ WEST 693.95 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $02^{\circ} 14' 35''$ AN ARC LENGTH OF 27.17 FEET TO THE BEGINNING OF A TANGENT CURVE TO THE RIGHT, THE RADIUS POINT OF WHICH BEARS SOUTH $61^{\circ} 16' 27''$ EAST 25.00 FEET; THENCE SOUTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $44^{\circ} 36' 35''$ AN ARC LENGTH OF 19.46 FEET; THENCE SOUTH $73^{\circ} 20' 08''$ WEST 31.53 FEET TO THE BEGINNING OF A NON-TANGENT CURVE TO THE RIGHT, THE RADIUS POINT OF WHICH BEARS NORTH $17^{\circ} 35' 03''$ EAST 44.00 FEET; THENCE NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $31^{\circ} 11' 57''$ AN ARC LENGTH OF 23.96 FEET TO THE BEGINNING OF A TANGENT CURVE TO THE LEFT, THE RADIUS POINT OF WHICH BEARS SOUTH $48^{\circ} 47' 00''$ WEST 3856.50 FEET; THENCE NORTHWESTERLY ALONG SAID CURVE THROUGH A CENTRAL ANGLE OF $00^{\circ} 09' 59''$ AN ARC LENGTH OF 11.21 FEET; THENCE NORTH $35^{\circ} 19' 57''$ WEST 30.45 FEET TO THE TRUE POINT OF BEGINNING

CONTAINING APPROXIMATELY 1,178 SQUARE FEET.

City of Lakewood
Lakewood City Hall
6000 Main Street SW
Lakewood, WA 98499
(253) 589-2489

(Legal Notice)
September 20, 2016

**NOTICE OF ORDINANCE PASSED
BY LAKEWOOD CITY COUNCIL**

The following is a summary of an Ordinance passed by the City of Lakewood City Council on the 19th of September, 2016.

ORDINANCE NO. 646

AN ORDINANCE of the City Council of the City of Lakewood, Washington, vacating a portion of Bridgeport Way SW and Lakewood Drive SW.

This Ordinance shall be in full force and effect thirty (30) days after publication as required by law.

The full text of the Ordinance is available at the City Clerk's Office, Lakewood City Hall, 6000 Main Street SW, Lakewood, Washington 98499, (253) 589-2489. A copy will be mailed out upon request.

Alice M. Bush, MMC, City Clerk

Published in the Tacoma News Tribune: _____.

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED: September 19, 2016	TITLE: A Resolution in Support of Sound Transit 3 (ST3) Proposition 1.	TYPE OF ACTION: <input type="checkbox"/> ORDINANCE <input checked="" type="checkbox"/> RESOLUTION 2016-17 <input type="checkbox"/> MOTION NO. <input type="checkbox"/> OTHER
PUBLIC HEARING: September 6, 2016	ATTACHMENTS: September 6, 2016 ST3 Public Hearing packet	
REVIEW: N/A		

SUBMITTED BY: Adam R. Lincoln, Assistant to the City Manager

RECOMMENDATION: It is recommended that the Mayor and City Council consider the passage of a Resolution in support of Sound Transit 3 – Proposition 1.

DISCUSSION: The Sound Transit Board approved the final ST3 package by a unanimous vote at their June 23, 2016 meeting. The package will be on the November 8, 2016 ballot for voter consideration as Proposition 1. The total estimated cost for the package is \$53.8 billion with a 25 year project timeline that concludes in the year 2041.

ALTERNATIVE(S): The City Council could choose: 1) not to pass a Resolution in support of Sound Transit 3 – Proposition 1; or 2) take no action

FISCAL IMPACT: There are no fiscal impacts associated with this Resolution.

Prepared by _____ Department Director _____	 _____ City Manager Review
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RESOLUTION NO. 2016-17

A RESOLUTION of the City Council of the City of Lakewood, Washington, expressing support for Sound Transit's November 8, 2016, Proposition 1, commonly referred to as "ST3."

WHEREAS, the Sound Transit Board of Directors has placed Sound Transit 3: The Regional Transit System Plan for Central Puget Sound (commonly referred to as ST3) on the November 8, 2016 ballot for consideration by voters within the regional taxing district; and

WHEREAS, ST3 includes a significant investment in a variety of high capacity transit options in the Puget Sound region; and

WHEREAS, Puget Sound is one of the fastest growing regions in the United States, with an additional 800,000 people estimated to be living in the region by 2040; and

WHEREAS, Puget Sound residents have embraced high capacity transit, to include light rail, commuter rail and bus rapid transit; and

WHEREAS, people move to the Puget Sound region for its high quality of life and economic opportunities; and

WHEREAS, ST3 will allow people to move around with ease, reducing cars on streets and highways, thereby creating capacity on streets and highways for freight and goods; and

WHEREAS, high capacity transit is essential for community members with limited resources to take advantage of economic opportunities, attend school, obtain medical treatment, and meet other needs; and

WHEREAS, on September 6, 2016 the Lakewood City Council accepted comments from the public in consideration of "Sound Transit (A Regional Transit Authority) Mass Transit Expansion Proposition No. 1" pursuant to RCW 42.17A.555.

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

Section 1. The Lakewood City Council, by majority vote, hereby expresses support for the Sound Transit Proposition 1, commonly referred to as ST3, placed on the ballot for the November 8, 2016 General Election, and urges all eligible Lakewood voters to vote to approve the proposition.

Section 2. That this Resolution shall be in full force and effect upon passage and signatures hereon.

PASSED by the City Council this __ day of _____, 2016.

CITY OF LAKEWOOD

Don Anderson, Mayor

Attest:

Alice M. Bush, MMC, City Clerk

Approved as to Form:

Heidi A. Wachter City Attorney



TO: Mayor and City Councilmembers
FROM: Adam Lincoln, Assistant to the City Manager and Heidi Ann Wachter,
City Attorney
THROUGH: John J. Caulfield, City Manager
DATE: September 6, 2016
SUBJECT: City of Lakewood Public Hearing on Sound Transit 3 (ST3)

Executive Summary

The Sound Transit Board approved the final ST3 package by a unanimous vote at their June 23, 2016 meeting. The package will be on the November 8, 2016 ballot for voter consideration as Proposition 1. The total estimated cost for the package is \$53.8 billion with a 25 year project timeline that concludes in the year 2041.

Starting in 2017, ST3 would increase sales tax by an additional 0.5%, MVET by an additional 0.8% and property taxes by \$0.25 per \$1,000 assessed value. If approved, Lakewood residents would contribute an additional \$5.5 million in sales tax, \$2.7 million in MVET, and \$1.2 million in property tax for a total contribution of \$9.5 million per year. This is in addition to the current \$10 million in support of Sound Move and ST2 from Lakewood residents. The additional contribution to ST3 would bring the total contribution to over \$20 million per year. If ST3 passes the result will be the City of Lakewood residents subsidizing public transportation projects in other portions of Pierce County while Sound Transit waits until 2036 to build a new Sounder Station in Tillicum and DuPont. (Additional tax information has been attached.)

The Lakewood City Council passed resolution 1996-21 in support of Sound Move on June 17, 1996, six months after incorporation. The City Council did not consider a resolution when the ST2 initiative was put to the voters in 2008.

Next Steps

The following are three options the City Council may choose to take after holding the public hearing on ST3:

- 1) Consider a resolution in support of ST3
- 2) Consider a resolution in opposition of ST3
- 3) Do not further consider a resolution regarding ST3

Attachments:

- Table of City priorities and ST3 outcomes
- Fiscal Impact Analysis of Sound Move, ST2 and ST3
- April 28, 2016 Letter to Sound Transit, City of Lakewood
- January 19, 2016 Letter to Sound Transit, City of Lakewood
- November 18, 2015 Letter to Sound Transit, City of Lakewood, City of DuPont, and Town of Steilacoom
- July 14, 2015 Letter to Sound Transit, City of Lakewood
- Sound Transit 3 Appendix A: Detailed Description of Facilities and Estimated Costs

City Priorities	ST3 Proposed	Project Timeline
Sunder services: Additional hours of operation to include weekends; longer trains	✓	2024-2036
Tillicum Sounder Station	✓	2036
Sunder expansion to DuPont	✓	2036
Opposition to freight rail: Assurances that freight will not be added to expanded tracks that are currently used for commuter rail services including future Amtrak service and expanded Sounder rail operations.	Not addressed	-
Alignment of Light Rail spine: Extend spine south to the Tacoma Mall, a major employment and retail center.	Not addressed Plan calls for terminus at TCC, which is a deviation from the light rail spine that will eventually connect Everett to Olympia	2039
High-Capacity Transit (HCT) Future Investment Study: Since funding is not currently available to extend light rail south at this time, funding is requested to identify the future alignment of light rail into Lakewood and South Pierce County to include JBLM and Camp Murray.	Not addressed	-
Bus Rapid Transit (BRT): A cost effective alternative to light rail connecting Tacoma, Lakewood and points south to include JBLM and Camp Murray. Connecting Lakewood to the light rail system via BRT will also serve as a catalyst for making neighborhoods more livable, increasing individual socioeconomic status, creating job opportunities and providing transportation options currently not available for those living in the Lakewood and South Pierce County region.	Not addressed However, BRT may be an option should funding become available	-
Unprioritized Levy: Competition with local governments for property taxes. Jurisdictions at risk to have their levy rate reduced because of State statutory requirements include: metro park districts, flood control zone districts, county transit districts, ferry districts, EMS levies, and affordable housing levies	\$4 Billion	25 Years (2017-2041)
Financial impact to Lakewood residents and businesses	Sales Tax: \$5.5 Million/Yr MVET: \$2.7 Million/Yr <u>Prop Tax: \$1.2 Million/Yr</u> Total: \$9.4 Million new taxes per year, for a total of \$20.3 Million towards Sound Transit projects	25 Years (2017-2041) Though no sunset currently identified

Lakewood’s Financial Investment in Sound Transit

The tables below show the tax burden created under Sound Move, ST2, and the potential burden of ST3.

Sound Move:

Effective Date	1997
Tax Burden	
Sales Tax	0.4%
MVET	0.3%
# of Projects in Pierce County	14
# of Projects in Lakewood	*1
Package Cost	\$3.9B
**Cost of package taxes	\$2.3B

*Planning and design work for Lakewood Station

** The difference between the package cost and the tax generated revenue is made up through service fees and grants

ST2:

Effective Date	2009
Tax Burden	
Sales Tax	Additional 0.5%
MVET	0.3%
# of Projects in Pierce County	17
# of Projects in Lakewood	*2
Package Cost	\$17.8B
** Cost of package taxes	\$7.8B

*Capital investment in Lakewood Station and Sounder yard expansion to include Sounder service

** The difference between the package cost and the tax generated revenue is made up through service fees and grants

ST3:

Effective Date	2017
Tax Burden	
Sales Tax	Additional 0.5%
MVET	Additional 0.8%
Property	Up to \$0.25 per \$1,000 AV
# of Projects in Pierce County	13
# of Projects in Lakewood	*3
Package Cost	\$53.8B
** Cost of package taxes	\$27.7B

*Sounder extension to DuPont, Sounder South Capital improvements, ST Express bus service improvements from Lakewood to Tacoma Dome

** The difference between the package cost and the tax generated revenue is made up through service fees and grants

Sales Tax:

The following table shows the financial burden from the sales tax increases that have taken place since Sound Move (.4%), ST2 (Additional .5%) and from the potential of ST3 (Additional .5%).

Year	Sales Tax				Potential New Source	Total 1.4%
	Taxable Retail Sales	City of Lakewood Tax Revenue 0.8%	Sound Move Tax Revenue 0.4%	ST2 Tax Revenue 0.5%	ST3 Tax Revenue 0.5%	
2017*	\$ 1,099,787,584	\$ 9,238,216	\$ 4,399,150	\$ 5,498,938	\$ 5,498,938	\$ 15,397,026
2016*	\$ 1,067,754,936	\$ 8,969,141	\$ 4,271,020	\$ 5,338,775	\$ -	\$ 9,609,794
2015	\$ 1,036,655,277	\$ 8,707,904	\$ 4,146,621	\$ 5,183,276	\$ -	\$ 9,329,897
2014	\$ 984,866,310	\$ 8,272,877	\$ 3,939,465	\$ 4,924,332		\$ 8,863,797
2013	\$ 969,101,071	\$ 8,140,449	\$ 3,876,404	\$ 4,845,505		\$ 8,721,910
2012	\$ 940,161,548	\$ 7,897,357	\$ 3,760,646	\$ 4,700,808		\$ 8,461,454
2011	\$ 886,351,905	\$ 7,445,356	\$ 3,545,408	\$ 4,431,760		\$ 7,977,167
2010	\$ 900,278,452	\$ 7,562,339	\$ 3,601,114	\$ 4,501,392		\$ 8,102,506
2009	\$ 877,949,524	\$ 7,374,776	\$ 3,511,798	\$ 4,389,748		\$ 7,901,546
2008	\$ 934,500,476	\$ 7,849,804	\$ 3,738,002	\$ -		\$ 3,738,002
2007	\$ 928,317,857	\$ 7,797,870	\$ 3,713,271	\$ -		\$ 3,713,271
2006	\$ 863,883,533	\$ 7,256,622	\$ 3,455,534	\$ -		\$ 3,455,534
2005	\$ 803,664,931	\$ 6,750,785	\$ 3,214,660	\$ -		\$ 3,214,660
2004	\$ 765,967,156	\$ 6,434,124	\$ 3,063,869	\$ -		\$ 3,063,869
2003	\$ 693,548,119	\$ 5,825,804	\$ 2,774,192	\$ -		\$ 2,774,192
2002	\$ 683,365,121	\$ 5,740,267	\$ 2,733,460	\$ -		\$ 2,733,460
2001	\$ 690,846,889	\$ 5,803,114	\$ 2,763,388	\$ -		\$ 2,763,388
2000	\$ 591,938,463	\$ 4,972,283	\$ 2,367,754	\$ -		\$ 2,367,754
1999	\$ 531,117,230	\$ 4,461,385	\$ 2,124,469	\$ -		\$ 2,124,469
1998	\$ 495,304,839	\$ 4,160,561	\$ 1,981,219	\$ -		\$ 1,981,219
1997	\$ 433,365,581	\$ 3,640,271	\$ 1,733,462	\$ -		\$ 1,733,462
1996	\$ 262,154,046	\$ 2,202,094	\$ 1,048,616	\$ -		\$ 1,048,616
Total	\$ 17,440,880,849	\$ 146,503,399	\$ 69,763,523	\$ 43,814,533	\$ 5,498,938	\$ 119,076,994

*2016/17 assumes 3% sales tax activity increase.

Motor Vehicle Excise Tax (MVET):

In addition to the increases in Sales Tax, Sound Move created, and ST2 continued the use of MVET (.3%), and ST3 (up to .8% in addition to existing MVET). Currently, the City is working to obtain the valuation of vehicles in the City of Lakewood so as to determine more accurately the impact of MVET on taxpayers. Sound Transit uses an average value of \$10,000 for vehicles and thus the City uses that average value multiplied by the most current vehicle count to determine an estimated vehicle valuation in Lakewood.

Motor Vehicle Excise Tax (MVET)			Potential New Source		
Motor vehicle excise tax (MVET) of up to 0.80 percent of vehicle value (\$80 annually on a \$10,000 vehicle) in addition to the 0.30 percent MVET Sound Transit is collecting through 2028.					
2015 Lakewood Vehicle Value			Sound Move & ST2 Tax Revenue 0.3%	ST3 Tax Revenue 0.8%	Total 1.1%
2017			\$ 1,020,000	\$ 2,720,000	\$ 3,740,000
2016			\$ 1,020,000		\$ 1,020,000
2015			\$ 1,020,000		\$ 1,020,000
2014			\$ 1,020,000		\$ 1,020,000
2013			\$ 1,020,000		\$ 1,020,000
2012			\$ 1,020,000		\$ 1,020,000
2011			\$ 1,020,000		\$ 1,020,000
2010			\$ 1,020,000		\$ 1,020,000
2009			\$ 1,020,000		\$ 1,020,000
2008			\$ 1,020,000		\$ 1,020,000
2007			\$ 1,020,000		\$ 1,020,000
2006			\$ 1,020,000		\$ 1,020,000
2005			\$ 1,020,000		\$ 1,020,000
2004			\$ 1,020,000		\$ 1,020,000
2003			\$ 1,020,000		\$ 1,020,000
2002			\$ 1,020,000		\$ 1,020,000
2001			\$ 1,020,000		\$ 1,020,000
2000			\$ 1,020,000		\$ 1,020,000
1999			\$ 1,020,000		\$ 1,020,000
1998			\$ 1,020,000		\$ 1,020,000
1997			\$ 1,020,000		\$ 1,020,000
1996			\$ 1,020,000		\$ 1,020,000
Total			\$ 22,440,000	\$ 2,720,000	\$ 25,160,000

Property Tax:

ST3 would be the first package that would allow Sound Transit to ask voters to approve property tax increases. Sound Transit is authorized to ask for up to \$.25 per \$1,000 assessed value (AV).

Property Tax			Potential New Source	
Property tax of up to 25 cents for each \$1,000 assessed valuation (\$75 annually for a \$300,000 home).				
2015 AV for 2016 Property Tax Collection	City of Lakewood Tax Revenue		Current Sound Transit Revenue	Sound Transit 3 Tax Revenue \$0.25
\$ 4,943,143,201	\$ 6,644,634		n/a	\$ 1,235,786

Annual ST3 property tax revenue based on 2015 Assessed Value.

Recap of Sound Transit Initiatives:

ST Initiative	Voter Consideration	Sales Tax (no sunset)	MVET	Property Tax	2017 Total \$
Sound Move (1997-2007)	1996 (approved)	0.4%	0.3% (expires 2028)	n/a	\$5.4 mil
ST2 (2009-2024)	2008 (approved)	0.5%	n/a	n/a	\$5.5 mil
<i>Current 2009 and beyond</i>	<i>n/a</i>	<i>0.9%</i>	<i>0.3%</i>	<i>n/a</i>	<i>\$10.9 mil</i>
ST3 (2017-2041)	2016 (proposed)	0.5%	0.8%	\$.25/\$1,000 AV	\$9.5 mil
<i>Proposed 2017 and beyond</i>	<i>n/a</i>	<i>1.4%</i>	<i>1.1%</i>	<i>\$.25/\$1,000 AV</i>	<i>\$20.4 mil</i>
<i>2017 Total \$</i>	<i>n/a</i>	<i>\$15.4 mil</i>	<i>\$3.8 mil</i>	<i>\$1.2 mil</i>	<i>\$20.4 mil</i>

Note: Sound Transit also collects a 0.8% rental car tax.

From Sound Transit: “Neither the sales and use tax nor the rental car tax has a sunset provision; however, the Sound Transit MVET collections will expire at the end of 2028. Once the capital portion of all voter approved programs is complete, and all related outstanding bonds have been retired, the board will roll back tax rates to a level sufficient to generate the funds necessary to fund asset replacement, and to perpetually operate and maintain the facilities and services implemented as part of the current system plan approved by voters.”



Don Anderson
Mayor

Jason Whalen
Deputy Mayor

Mary Moss
Councilmember

Michael D. Brandstetter
Councilmember

John Simpson
Councilmember

Marie Barth
Councilmember

Paul Bocchi
Councilmember

John J. Caulfield
City Manager

April 28, 2016

Sound Transit Board of Directors
401 S. Jackson St.
Seattle, WA 98104

Dear Sound Transit Board of Directors:

On behalf of the City of Lakewood, the Lakewood City Council submits the following comments regarding the Sound Transit 3 (ST3) proposal.

The City of Lakewood has been working in partnership with Sound Transit for nearly two years on the formation of the ST3 package. The City has regularly communicated and advocated for projects that would benefit Lakewood, Joint Base Lewis-McChord (JBLM), Camp Murray, and the south Pierce County region.

Lakewood is strategically located along the I-5 Corridor, and is the “host community” for JBLM and Camp Murray, which serves a combined population of nearly 150,000 people. Our local community is home to nearly 60,000 residents and close to 4,000 businesses employing approximately 24,000 workers. Local public transit options serve not only the City, JBLM and Camp Murray, but also residents of Steilacoom, University Place, DuPont, Tacoma and unincorporated Pierce County.

The City Council is pleased to see as part of ST3, the extension of the Sounder system from Lakewood Station to the City of DuPont along with a new Sounder Station located in the Tillicum neighborhood that will serve our residents along with service members, their families, federal civilian workers of JBLM, and Camp Murray. Further, the City Council expresses its appreciation with the additional Sounder train hours to better serve Lakewood and South Sound commuters. The expansion will significantly increase ridership, boost economic development, and help the environment.

However, we strongly believe that the draft plan does not fully address the input we have provided to-date and the City Council has concerns. There are parts of the draft plan that fall short.

- Sounder Services: Additional Sounder hours of operations should be extended to include weekend services.
- Tillicum Sounder Station: Given Amtrak will be using the rail line that extends through Tillicum starting in 2017, the new station should be built to accommodate both Sounder and Amtrak rail passengers. It should also be built to handle busses given the City’s request for Bus Rapid Transit (BRT) to connect with the light rail system in Tacoma.

- Souder Expansion to DuPont: While Lakewood supports this project, we question the need for a second mainline track from Bridgeport Way SW to the DuPont Station. Given the rail line will be serving only Souder and AMTRAK passenger rail, a scheduling system can be developed to accommodate these limited runs. This will save significant capital investment dollars and will facilitate the delivery of additional Souder service between Lakewood and DuPont much sooner.
- Opposition to any operation of Freight Rail on Commuter Rail Lines: Sound Transit should honor the exclusive designation of these lines to Souder and AMTRAK passenger rail as outlined as part of the Point Defiance Bypass Rail project and proposed ST3 plan. Public assurances that once a second track is constructed to support the Souder extension that freight rail WILL NOT operate on this line should be made.
- Alignment of Light Rail Spine: The ST3 package proposes to extend light rail to Tacoma and then continue south. However, at that point it would proceed west to Tacoma Community College, primarily a residential area. Lakewood requests that the light rail system instead be extended south to the Tacoma Mall, a major employment and retail center. This alignment continues the policy goal to construct a north/south light rail spine through the whole Sound Transit service area that could eventually connect Everett to Olympia. The full spine needs to be fully constructed before moving onto the east/west spokes.
- High-Capacity Transit (HCT) Study/Future Investment Study: It is recognized that funding is not currently available to extend the spine further south at this time. Thus, Lakewood requests that a High-Capacity Transit (HCT) Study/Future Investment Study be included in the ST3 plan to identify the alignment of light rail into Lakewood and South Pierce County, similar to the other planning studies that are included in the proposed plan.
- Bus Rapid Transit (BRT): In the interim, it is proposed that BRT be used as a cost effective alternative to light rail connecting Tacoma, Lakewood and points south to include JBLM and Camp Murray. Adding BRT along South Tacoma Way to Pacific Highway South, terminating at the Tillicum Souder Station, will create a route that will serve major employment and education centers. This includes: the Lakewood Industrial Park, the fourth largest private employment site in Pierce County; Clover Park Technical College, with an enrollment of 3,500 full-time and 18,000 part-time students plus over 400 employees and teachers; the Woodbrook Industrial Park, which will be another major employment center with upwards of 3,500 employees in the coming years; JBLM, Washington State's largest single-point employer; and Camp Murray.

Connecting Lakewood to the light rail system via BRT will also serve as a catalyst for making neighborhoods more livable, increasing individual socioeconomic status, creating more equitable opportunities and providing transportation options currently not available for those living in the Lakewood and South Pierce County region. Today, there are parts of Lakewood, which happen to be our most economically challenged that do not have access to bus services after 7:00 PM each day. In 2014, the United States census estimated that 19.6% of Lakewood residents are living in poverty and 13.6% of Lakewood residents are over 65 years old. Recognizing the increasing needs of our population, we want to ensure that we take a proactive approach to assist those living near or below the poverty line and our aging population. BRT will provide a connection to the light rail system that, in turn, will provide opportunity to some of our most disadvantaged citizens by providing access to jobs and other economic prospects that currently do not exist.

- Competition with Local Governments for Property Tax: Sound Transit should not include property tax as a funding source in support of ST3 given the negative impact it will have on local government finances. Property taxes are the primary source of revenue for municipalities and special districts such as school

districts, library districts, and fire districts. Increased property taxes imposed by Sound Transit in Lakewood will have an adverse impact on the ability of local special districts to be able to access funds in support of new schools, library services and fire services. In addition, the impact to the average Lakewood resident is significantly greater as compared to a Seattle and Eastside metro taxpayer given this community's demographics and our citizen's ability to pay. Sound Transit has access to sales tax and MVET dollars and should continue to rely on those financing mechanisms to finance ST3.

- Project Delivery Timelines: The project delivery timelines are too long and need to be revised to provide project deliverables in a more realistic and timely manner. Waiting upwards of 20 to 25 years for infrastructure improvements and services that are voted on in 2016 is unacceptable and irresponsible. Meanwhile, Lakewood's businesses and residents will continue to pay nearly \$10 million annually to support Sound Move and ST2. ST3 would add another \$10 million annually bringing the total to over \$20 million for each year. While our community has benefited from increased Sounder train and some bus activity from Sound Move and ST2, the large financial contributions from our community dwarf the Sound Transit transportation investments that have been made and are planned to be made in Lakewood.

Sound Transit has the opportunity to reassess this draft plan and right-size it to ensure those commitments that were established as part of Sound Move and ST2, namely the construction of the north/south light rail spine and accompanying services that support it, are brought forward for voter consideration in a carefully planned and fiscally responsible manner. You also have a unique opportunity to be able to address how to serve some of the most needy and vulnerable citizens in our region, something that Sound Move and ST2 has not been able to fully accomplish. Lakewood, again respectfully asks that you consider our concerns as you move forward to finalize an ST3 package that will meet the needs of all of our communities.

This letter is the fourth piece of correspondence in which this community has laid out its comments about future transit proposals. Sound Transit has also attended City Council and other meetings, ostensibly to hear and consider our concerns. To-date, Sound Transit has been silent as to Lakewood's feedback and input. At the very least, the Lakewood City Council is disappointed in Sound Transit's lack of response. As you move forward with the deliberative phase of this process, we will continue to make ourselves available to discuss and review ST3 projects with you and look forward to any indication that we have been heard and considered.

Sincerely,



Mayor Don Anderson

CC:

Deputy Mayor Jason Whalen
Councilmember Marie Barth
Councilmember Paul Bocchi
Councilmember Mike Brandstetter
Councilmember Mary Moss
Councilmember John Simpson
City Manager John J. Caulfield

Enclosures:

- January 19, 2016 letter to Sound Transit, City of Lakewood
- July 14, 2015 letter to Sound Transit, City of Lakewood
- November 18, 2015 letter to Sound Transit, City of Lakewood, City of DuPont, and Town of Steilacoom



January 19, 2016

Don Anderson
Mayor

Marilyn Strickland, Mayor, City of Tacoma
Dave Enslow, Mayor, City of Sumner
Pat McCarthy, County Executive, Pierce County
Mary Moss, Councilmember, City of Lakewood

Jason Whalen
Deputy Mayor

Dear Sound Transit Board Members of Pierce County:

Mary Moss
Councilmember

The following letter outlines the City of Lakewood's Sound Transit 3 (ST3) requests and offers our recommendations on the future of regional and local transportation in the South Sound. The selection of projects will significantly affect Lakewood's future and we appreciate this opportunity to provide input for this critical decision.

Michael D. Brandstetter
Councilmember

Lakewood Projects

The Lakewood City Council asks for your support that the following projects are included in the ST3 proposal that is expected to be brought forward for voter consideration this November.

John Simpson
Councilmember

1. Expansion of light rail service in Tacoma to correspond with future light rail planning into the City of Lakewood and south Pierce County;

Marie Barth
Councilmember

2. Extension of the Sounder system from Lakewood Station to the City of DuPont to include a new Sounder Station located in the Tillicum neighborhood of Lakewood to serve both residents and members of Joint Base Lewis-McChord (JBLM) and their families. The station should have the capacity to handle both trains and buses;

Paul Bocchi
Councilmember

3. Extension of the Sounder train hours of operation, add more cars to current trains and more Sounder roundtrip trains;

4. Add Bus Rapid Transit (BRT) from the Tacoma Dome Station, operating along South Tacoma Way to Pacific Highway South, and into the Tillicum neighborhood via the new connector road; and

5. Modify the agreement with Sound Transit to transfer maintenance and security responsibilities for Lakewood Station back to Sound Transit.

John J. Caulfield
City Manager

If the final Sound Transit 3 plan lacks projects connecting Lakewood with the region, we are concerned that our community's support is at serious risk. The City's goals for these projects are to ensure that our local transportation needs are both recognized and addressed, and that our residents receive a fair share of projects funded in ST3, including due consideration for projects that advance the logical next steps of the light rail spine.

Lakewood's Support for Regional Transportation Projects

As a region, we share mutual interest in public transportation projects that decreases congestion and enhances economic development to help revitalize communities that drives responsible growth and creates jobs and opportunities. In recognition of these interests, the City supports expanding light rail service to Tacoma. We also support the extension of light rail to the Tacoma Mall from

the Tacoma Dome (S-05) since this alignment will allow for the southerly extension of the light rail spine to Lakewood and beyond.

In lieu of extending light rail south from Tacoma into Lakewood as part of ST3 at this time, we support the addition of BRT south from the Tacoma Dome to JBLM via Lakewood and the Tillicum neighborhood. The proposal is a cost effective means to expand bus ridership and reach JBLM service members and their families

Given that BRT projects and improved bus service proposals operating in Tacoma via (S-12), Puyallup via (S-13), and Sumner/East Pierce County cities via (S-14), then Lakewood should have a similar line operating along South Tacoma Way and Pacific Highway South. Moreover, BRT to JBLM and Lakewood via the Tacoma Mall, rather than the Tacoma Dome, is a preferred option, especially if the Sound Transit Board opts for light rail service terminating at the Tacoma Mall.

Lakewood is pleased to see several priority projects advance in the ST3 process, with four continuing candidate projects (S-06), (S-07), (S-15), and (S-17) that combine to expand Sounder commuter rail service by increasing hours of operation, adding more cars to current trains, and additional Sounder round trip trains. Each of these projects represents logical next steps in the expansion of the Sounder commuter rail system.

Projects (S-06) and (S-07) inevitably call for platform extensions at the Lakewood Transit Station. This expansion would result in added costs to the City of Lakewood since the City currently bears the responsibility for both maintenance and security of this Sound Transit owned facility. It is our understanding that the City of Lakewood is the only local agency independently responsible for managing a Sound Transit facility. Now is the time to transfer this responsibility and associated costs back to Sound Transit.

On behalf of the City of Lakewood, we thank each of you for your diligent work on ST3 and we respectfully ask you to consider the City of Lakewood's recommendations as you move forward to determine projects for inclusion in the ST3 package. We feel that Sound Transit has an opportunity to expand its services in Pierce County that provides enhanced interregional connectivity and mobility in a carefully planned and fiscally responsible manner. We remain committed to work with you to develop a ST3 proposal for voter consideration that meets the needs of the communities we serve and one which the voters will approve.

Sincerely,



Mayor Don Anderson

CC:

Deputy Mayor Jason Whalen
Councilmember Marie Barth
Councilmember Paul Bocchi
Councilmember Mike Brandstetter
Councilmember John Simpson
City Manager John Caulfield
Sound Transit CEO Peter Rogoff

Enclosures:

July 14, 2015 letter to Sound Transit, City of Lakewood
November 18, 2015 letter to Sound Transit, City of Lakewood, City of DuPont, and Town of Steilacoom



November 18, 2015

Sound Transit Board of Directors
401 S. Jackson St.
Seattle, WA 98104

Dear Sound Transit Board of Directors:

This letter comes from the Mayors of the City of DuPont, the City of Lakewood, and the Town of Steilacoom, representing the collective viewpoints of the more than 73,000 taxpaying residents of our communities. As their elected leaders, our goal is to ensure that our local public transportation needs are addressed, and that our residents get their fair share of projects funded in ST3. We are charged to do so in a manner that will not impact the traditional and limited funding mechanisms that are available to municipalities.

As a region, we share mutual interests in public transportation projects that enhance economic development and decreased congestion, as well as drive community growth and revitalization. Together, we support expanding light rail service to Tacoma recognizing that this extension of the light rail spine should be completed early on in the ST3 timeframe. We also support expanding Sounder service by increasing hours of operation, adding more cars to current trains, and additional Sounder round trip trains. The projects are logical next steps in the expansion of the Sound Transit system.

While we support further support expansion of light rail through our communities in the long term, we support the expansion of Bus Rapid Transit (BRT) into our communities as part of this package now. BRT is more cost-effective compared to light rail, and its implementation requires far less time. In our view, there are several benefits of adding BRT routes from Tacoma to our communities. Current ST3 proposals do call for some BRT expansions. However, we would specifically recommend adding routes that would connect Tacoma to Lakewood along South Tacoma Way to Pacific Highway South, as well as along Bridgeport Way. Additionally, BRT should run further south to DuPont and allow for connectivity to Steilacoom. If the goal is to create more connectivity to the transit system, then BRT currently is the best solution of expanding rapid transit beyond the Tacoma Dome.

We understand ST3 has been given the authority by the state legislature to finance ST3 with its traditional funding sources of sales tax and Motor Vehicle Excise Tax (MVET) as well as a local property tax levy. However, we do not support the use of local property taxes to finance ST3 given this is a change in how previous Sound Transit initiatives were financed.

As you know, many municipalities, to include ours, struggled financially throughout the recession and have not yet fully recovered. Local governments, school districts, fire districts, library districts, and other local taxing authorities rely heavily on these local property taxes. Sound Transit should thoroughly consider the impact that use of its property tax authority could have on our local funding capacity and that of our junior taxing districts.

We respectfully ask that you consider our recommendations as you move forward to determine projects for inclusion in the ST3 package. We feel that Sound Transit has an opportunity to expand its services in Pierce County in a carefully planned and fiscally responsible manner.

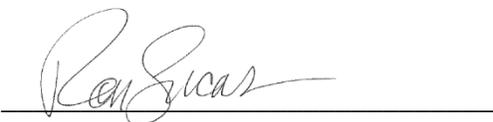
Sincerely,

A handwritten signature in blue ink, appearing to read "Michael Grayum", written over a horizontal line.

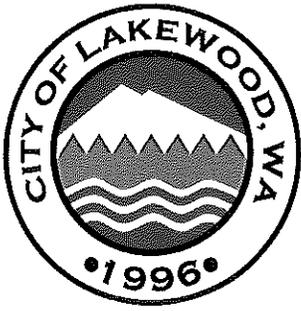
Mayor Michael Grayum, City of DuPont

A handwritten signature in blue ink, reading "Don Anderson", written over a horizontal line.

Mayor Don Anderson, City of Lakewood

A handwritten signature in blue ink, reading "Ron Lucas", written over a horizontal line.

Mayor Ron Lucas, Town of Steilacoom



Don Anderson
Mayor

July 14, 2015

Jason Whalen
Deputy Mayor

Sound Transit Board of Directors
401 S. Jackson St.
Seattle, WA 98104

Mary Moss
Councilmember

Dear Sound Transit Board of Directors:

Michael D. Brandstetter
Councilmember

I am writing this letter on behalf of the City of Lakewood regarding a proposed Sound Transit 3 (ST3) which would build upon the existing mass transit system of light rail, commuter rail and bus services, and identifies options for expanding and improving the overall system in Pierce County. Lakewood is home to nearly 60,000 residents and close to 4,000 businesses. Moreover, Lakewood is strategically located along the I-5 Corridor, and is the "host community" for Joint Base Lewis-McChord (JBLM). Local public transit options serve not only the City and JBLM, but also residents of Steilacoom, University Place, DuPont and unincorporated Pierce County. With the current strong economy, increasing population, and rising congestion, Lakewood strongly supports the efforts of Sound Transit to expand multimodal public transportation options in the Puget Sound.

Marie Barth
Councilmember

The initial work of the Seattle/King County Corridor has been completed. It is now the time to expand transportation projects elsewhere. With that in mind, the City of Lakewood requests that the Sound Transit Board include the following projects as part of the ST3 package to be presented to voters for consideration in November, 2016:

Paul Bocchi
Councilmember

1. Extend the Sounder system from Lakewood Station to the City of DuPont and create a new Sounder Station located in the Tillicum neighborhood of Lakewood to serve both residents and members of JBLM and their families. The station should have the capacity to handle both trains and busses. Additionally, Amtrak will be using the rail line that extends through Tillicum starting in the latter part of 2016 and as Sounder and Amtrak rail activity expands along this line the new station should be built to handle increased capacity. The Tillicum Station has been slated for development within the City's Comprehensive Plan for many years with no objection from Sound Transit.

John J. Caulfield
City Manager

2. Extend the Sounder train hours of operation to better serve Lakewood and South Sound commuters. The expansion would significantly increase ridership and boost economic development. Sound Transit should tout the indirect economic benefits expanded service provides to many of the cities served by your agency.

3. Add Bus Rapid Transit (BRT), in lieu of, light rail from the Tacoma Dome Station South along South Tacoma Way to Pacific Highway South, terminating at the Tillicum Sounder Station. The proposal is a cost effective means to expand bus ridership for JBLM service members and their families. Further, South Tacoma Way is a main thoroughfare in

Tacoma, and Lakewood. Parts of South Tacoma Way in Lakewood alone move over 30,000 vehicles a day. With the level of activity, BRT it should be included in the Sound Transit long range plans. Without BRT, Sound Transit may be doing a disservice to many of its customers.

4. Modify the current agreement between Sound Transit and Lakewood whereby the City funds maintenance and security for the Lakewood Station. As part of a ST3 appropriation, Lakewood desires Sound Transit to cover annual facility costs. The current agreement has been in place since 2006. The City's ability to maintain the Station has become increasingly burdensome.

The proposed additions to ST3 are very much compatible with the Sound Transit priorities. It is my belief that these recommendations will:

- Expand the current system in a logical manner
- Further connect the region with High Capacity Transportation options
- Add socio-economic equity
- Combine/integrate operations with other transit operators (e.g. Amtrak)
- Increase multi-modal services
- Promote transit friendly land use and Transit Oriented Development
- Increase ridership
- Federal funding is available, especially in the case of BRT

For many years, Lakewood has been one of Sound Transit's strongest partners. Our working relationship is excellent, and no matter the outcome of any future election, that relationship will continue. The City's recommendations, combined with Sound Transit investments, provide economic opportunities, drives community growth and revitalization. To close, it is our hope that the Sound Transit Board will include our recommendations in the ST3 package.

Sincerely,



Mayor Don Anderson

CC:

Deputy Mayor Jason Whalen
Councilmember Marie Barth
Councilmember Paul Bocchi
Councilmember Mike Brandstetter
Councilmember Mary Moss
Councilmember John Simpson
City Manager John J. Caulfield

SOUND TRANSIT 3

June 2016

APPENDIX A

Detailed Description of Facilities
and Estimated Costs



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More information at:



Sound Transit plans, builds and operates regional transit systems and services to improve mobility for central Puget Sound.



PLAN MAP

KEY

PROPOSED ST3 PROJECTS

- Link Light Rail
- Bus Rapid Transit
- Sounder Rail
- Proposed shoulder-running buses / speed and reliability improvements

CURRENT AND PLANNED SERVICE

- Link Light Rail
- Sounder Rail
- ST Express Bus

STATIONS

- New station
- New station / added parking
- Improved station
- Major rail transfer

NOTE: All routes and stations are representative.



View Interactive Map

TOTAL AGENCY (Millions of year-of-expenditure dollars)*

Summary of Estimated ST3 Program Costs — Projects			
<p>▶ Souder commuter rail</p> <ul style="list-style-type: none"> ▪ Souder North Parking ▪ Souder South Capital Improvements Program ▪ Souder Expansion to DuPont 			
	Capital	O&M	TOTAL
Total Costs	2,230	306	2,536
<p>▶ Link light rail and other</p> <ul style="list-style-type: none"> ▪ Lynnwood to Everett via SW Everett Industrial Center ▪ Ballard to downtown Seattle ▪ West Seattle to downtown Seattle ▪ Kent/Des Moines to Federal Way Transit Center ▪ Federal Way Transit Center to Tacoma Dome ▪ Redmond Technology Center to downtown Redmond ▪ South Kirkland to Issaquah ▪ Infill light rail station: Boeing Access Road ▪ Infill light rail station: South Graham Street ▪ Infill light rail station: Northeast 130th Street ▪ Tacoma Link extension to Tacoma Community College ▪ Downtown Seattle Light Rail Tunnel ▪ System Access Program ▪ Light rail vehicles, light rail operations and maintenance facilities 			
	Capital	O&M	TOTAL
Total Costs	31,683	2,993	34,676
<p>▶ Bus Rapid Transit</p> <ul style="list-style-type: none"> ▪ I-405/SR 518 Bus Rapid Transit ▪ SR 522 and NE 145th Street Bus Rapid Transit (BRT) 			
	Capital	O&M	TOTAL
Total Costs	1,812	1,203	3,015
<p>▶ ST Express bus</p> <ul style="list-style-type: none"> ▪ A capped contribution for King County Metro RapidRide C and D and Madison Street BRT Capital Improvements ▪ Capital enhancements to improve bus speed and reliability between east Pierce County cities and Sumner Souder station ▪ A capped contribution for capital enhancements for speed, reliability and convenience along Pacific Avenue / SR 7 ▪ Bus-on-Shoulder program ▪ North Sammamish Park-and-Ride ▪ Interim ST Express service, including bus service improvements from Lakewood to Tacoma Dome ▪ Bus operations and maintenance facility 			
	Capital	O&M	TOTAL
Total Costs	586	708	1,294
<p>▶ System-wide activities</p> <ul style="list-style-type: none"> ▪ ST3 Administration and Program Management ▪ Fare Integration ▪ Future System Planning ▪ High-capacity Transit (HCT) Planning Studies ▪ Innovation Program ▪ Transit-Oriented Development Planning Program ▪ Sales and Use Tax Offset Fee ▪ Contribution to Regional Affordable Housing Revolving Loan Fund ▪ Efficiency / Sustainability Fund ▪ Emergency Loss Fund ▪ State Tax Collection Fees 			
	Capital	O&M	TOTAL
Total Costs	374	2,246	2,620

*2017 – 2041 includes inflation.

TOTAL AGENCY (Millions of year-of-expenditure dollars)*

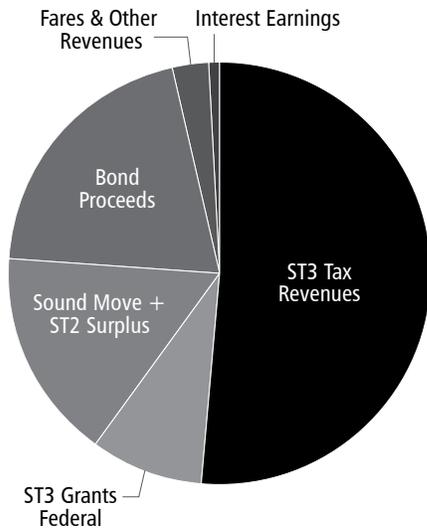
Sources and Uses of Funds			
Sources		Uses	
ST3 Tax Revenues	27,710	Capital Expenditures	
ST3 Grants - Federal	4,669	Sounder Commuter Rail	2,230
Sound Move + ST2 Surplus	8,621	Link Light Rail	31,683
Bond Proceeds	10,999	Sound Transit Express Bus	586
Fares & Other Revenues	1,514	Bus Rapid Transit	1,812
Interest Earnings	333	System-wide Activities	374
		Subtotal Capital	36,683
		O&M Expenditures	
		Sounder Commuter Rail	306
		Link Light Rail	2,993
		Sound Transit Express Bus	708
		Bus Rapid Transit	1,203
		System-wide Activities	2,246
		Subtotal O&M	7,455
		Debt Service	6,986
		State of Good Repair	781
		Contribution to Reserves	908
		Contribution to System-wide	1,031
Total Sources	53,845	Total Uses	53,845

*2017 – 2041 includes inflation.

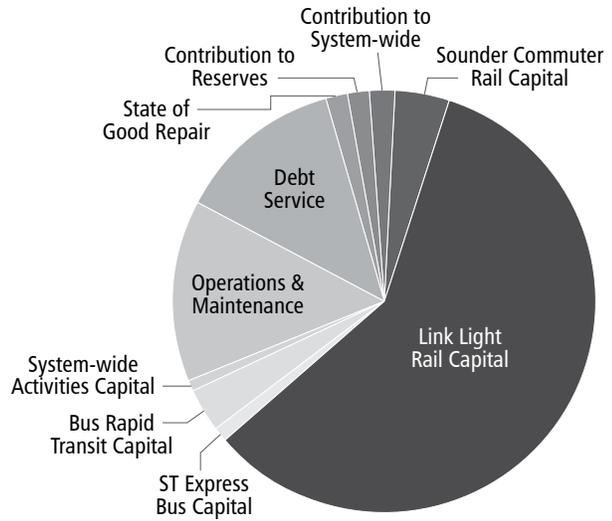
NOTE: Columns/rows may not add exactly due to rounding.

Total Sources/Uses of Funds — \$53.8 Billion

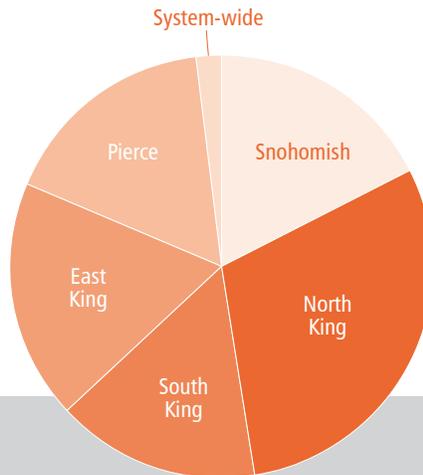
Sources of Funds: 2017 – 2041



Uses of Funds: 2017 – 2041



Total Sources/Uses by Subarea: 2017 – 2041



TOTAL AGENCY (Millions of year-of-expenditure dollars)*

Financial Plan: Sources and Uses Summary for ST3								
Sources of Funds		Snohomish	North King	South King	East King	Pierce	System-wide	Total
Notes**								
1	ST3 Tax Revenues	3,689	7,912	3,933	6,973	5,203	-	27,710
2	ST3 Grants - Federal	800	1,151	601	861	661	595	4,669
3	Sound Move + ST2 Surplus	1,824	1,742	835	1,493	2,533	193	8,621
4	Bond Proceeds	2,894	4,965	2,657	174	308	-	10,999
5	Fares & Other Revenues	128	492	359	285	248	2	1,514
6	Interest Earnings	-	-	-	-	-	333	333
Total Sources		9,334	16,264	8,385	9,786	8,953	1,122	53,845
Uses of Funds		Snohomish	North King	South King	East King	Pierce	System-wide	Total
Notes**								
Capital Expenditures								
7	Sounder Commuter Rail	50	-	727	-	1,453	-	2,230
8	Link Light Rail	6,249	8,791	3,252	5,999	3,221	4,171	31,683
9	ST Express Bus	74	85	78	96	252	-	586
10	Bus Rapid Transit	42	318	257	1,195	-	-	1,812
11	System-wide Activities	-	-	-	-	-	374	374
Total Capital		6,414	9,194	4,315	7,290	4,926	4,545	36,683
O&M Expenditures								
12	Sounder Commuter Rail	-	-	129	-	177	-	306
13	Link Light Rail	413	670	581	306	312	710	2,993
14	ST Express Bus	73	-	65	177	393	-	708
15	Bus Rapid Transit	128	238	168	668	-	-	1,203
	System-wide Activities	-	-	-	-	-	2,246	2,246
Total O&M		615	908	943	1,151	882	2,956	7,455
16	Debt Service	1,397	3,313	1,928	156	192	-	6,986
17	State of Good Repair	9	81	171	440	81	-	781
18	Contribution to Reserves	66	390	312	57	31	52	908
19	Contribution to System-wide	834	2,378	716	692	2,842	(6,431)	1,031
Total Uses		9,334	16,264	8,385	9,786	8,953	1,122	53,845

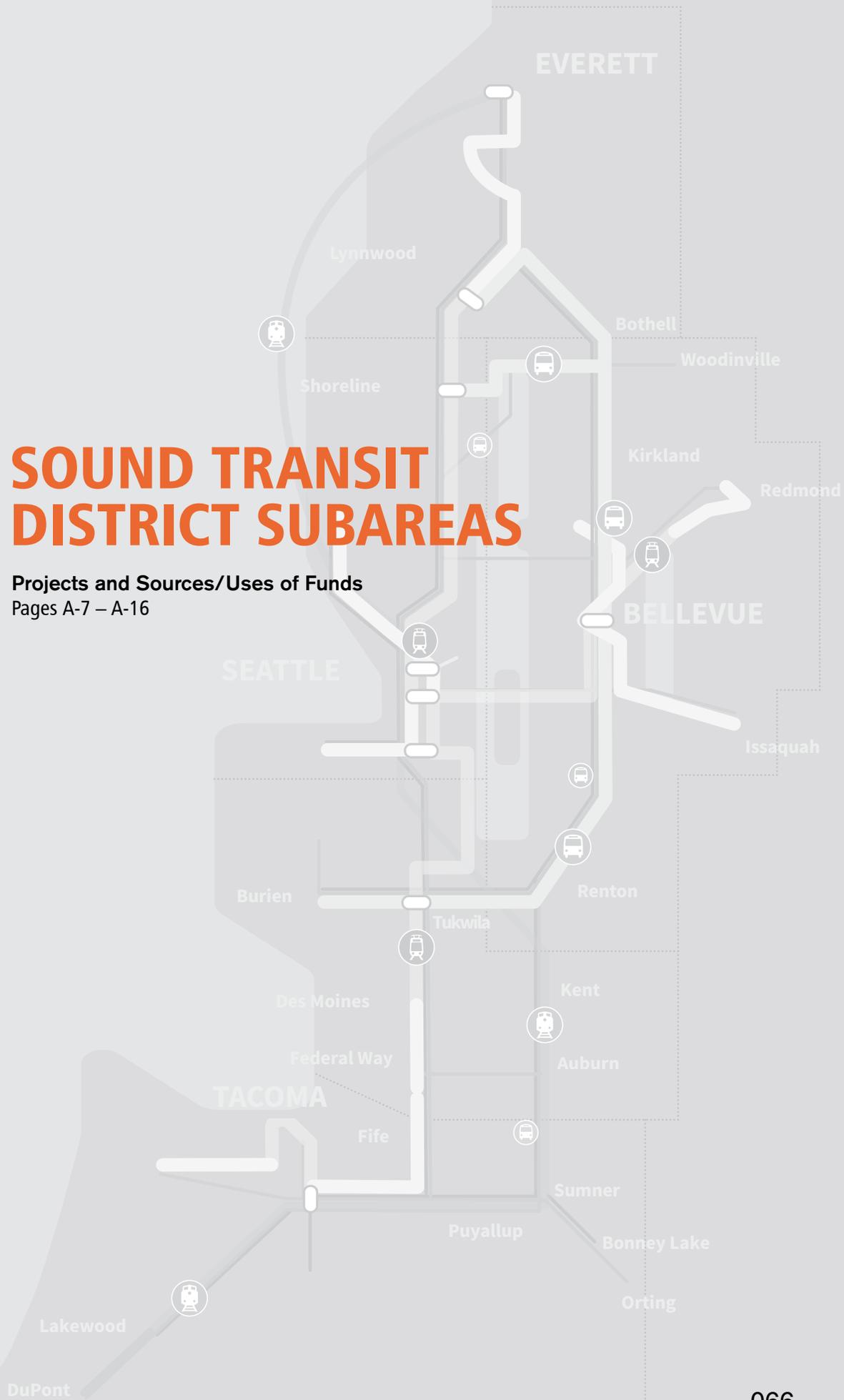
*2017 – 2041, includes inflation.

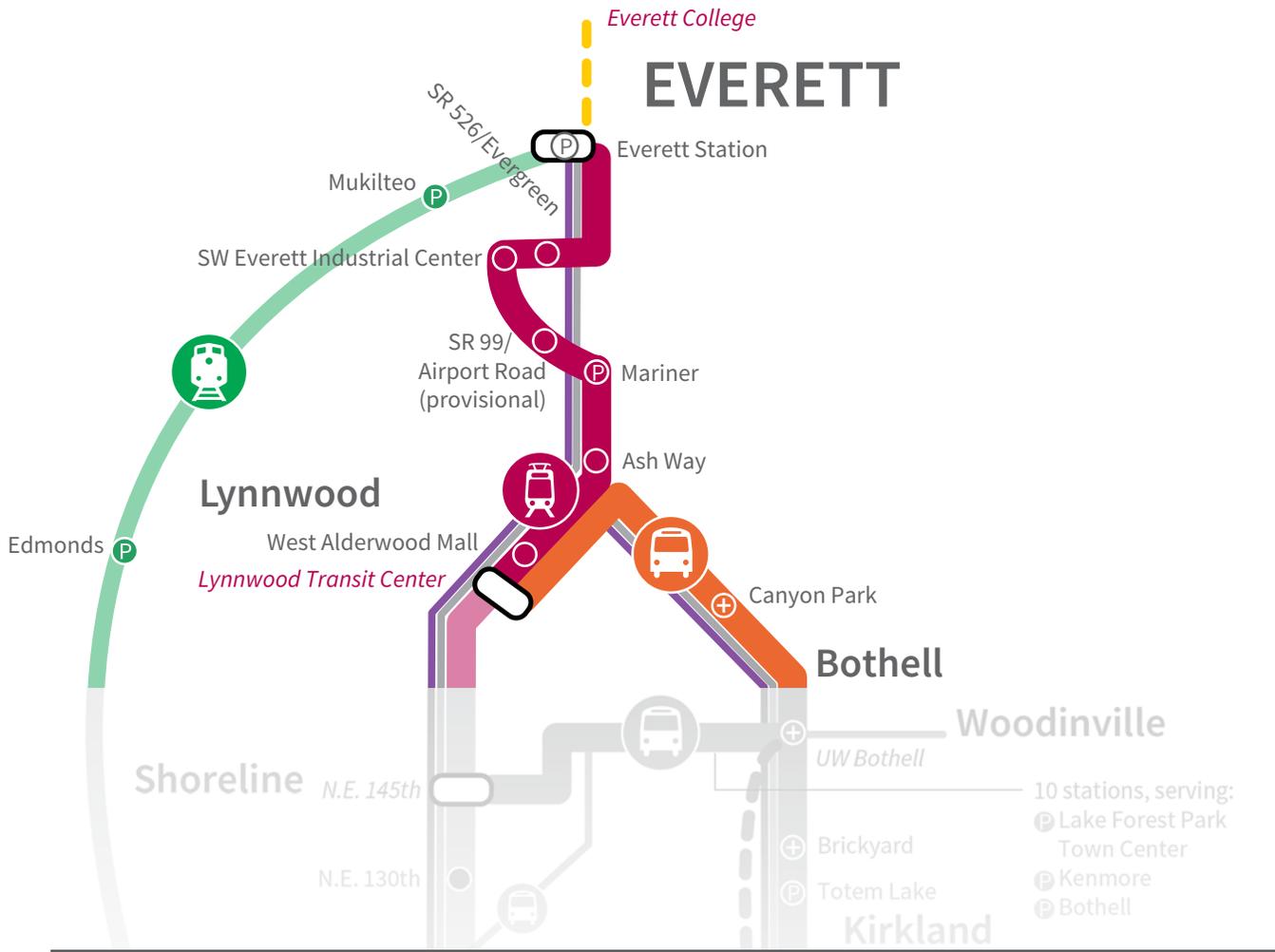
NOTE: Columns/rows may not add exactly due to rounding.

**See pages A-18–A-19 for notes to line items.

SOUND TRANSIT DISTRICT SUBAREAS

Projects and Sources/Uses of Funds
Pages A-7 – A-16





KEY

PROPOSED ST3 PROJECTS

- Link Light Rail
- Bus Rapid Transit
- Sounder Rail
- Proposed shoulder-running buses / speed and reliability improvements
- Environmental study
- Future investment study

CURRENT & PLANNED SERVICE

- Link Light Rail
- Sounder Rail
- ST Express Bus

STATIONS

- New station
- New station / added parking
- Improved station
- Major rail transfer

- 10 stations, serving:
- Lake Forest Park
 - Town Center
 - Kenmore
 - Bothell

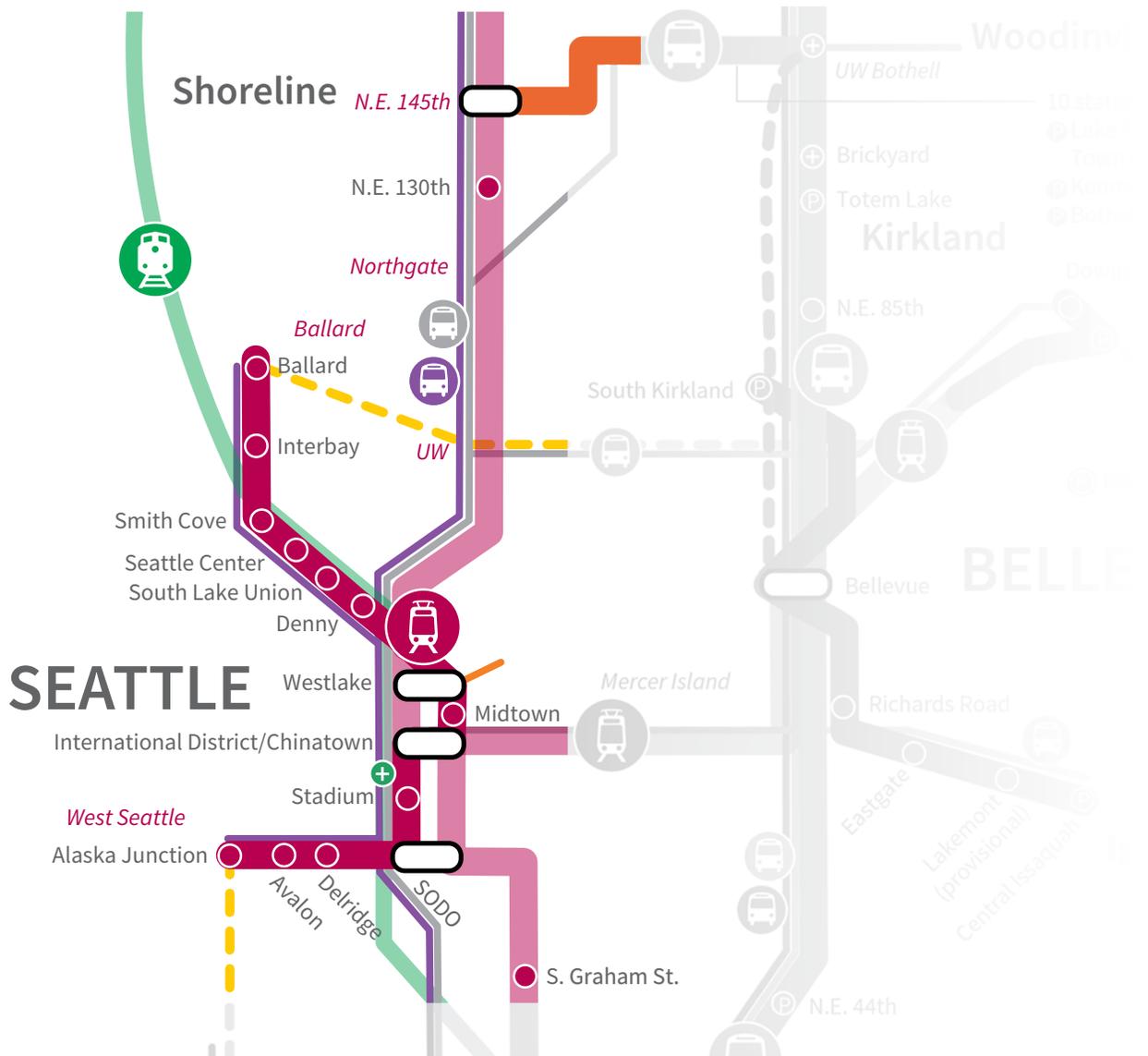
NOTE: All routes and stations are representative.

SNOHOMISH COUNTY SUBAREA (Millions of year-of-expenditure dollars)*

Summary of Estimated ST3 Program Costs and Revenues — Projects					
<p>▶ Souder commuter rail</p> <ul style="list-style-type: none"> Souder North Parking 			<p>▶ Link light rail and other</p> <ul style="list-style-type: none"> Lynnwood to Everett via SW Everett Industrial Center Contribution to Downtown Seattle Light Rail Tunnel System Access 		
	Capital	O&M	TOTAL		
Total Costs	50	-	50	Total Costs	6,249
<p>▶ Bus Rapid Transit</p> <ul style="list-style-type: none"> I-405 BRT – Lynnwood Transit Center to Snohomish / King County Line 			<p>▶ System-wide benefits</p> <ul style="list-style-type: none"> Planning for the future <ul style="list-style-type: none"> + HCT Planning Study: Connections from Everett to North Everett 		
	Capital	O&M	TOTAL		
Total Costs	42	128	170	Total Costs	413
<p>▶ ST Express bus</p> <ul style="list-style-type: none"> Bus-on-Shoulder Interim express bus service: 12,840 hours Contribution towards bus maintenance facility 			<p>Total Costs Included in system-wide capital costs.</p>		
	Capital	O&M	TOTAL		
Total Costs	74	73	147		

Sources of Funds		Uses of Funds	
ST3 Tax Revenues	3,689	Souder Commuter Rail Capital	50
ST3 Grants - Federal	800	Link Light Rail Capital	6,249
Sound Move + ST2 Surplus	1,824	ST Express Bus Capital	74
Bond Proceeds	2,894	Bus Rapid Transit Capital	42
Fares & Other Revenues	128	Subtotal Capital	6,414
		Souder Commuter Rail O&M	-
		Link Light Rail O&M	413
		ST Express O&M	73
		Bus Rapid Transit O&M	128
		Subtotal O&M	615
		Debt Service	1,397
		State of Good Repair	9
		Contribution to Reserves	66
		Contribution to System-wide	834
Total Sources	9,334	Total Uses	9,334

*2017 – 2041, includes inflation. NOTE: Columns/rows may not add exactly due to rounding.



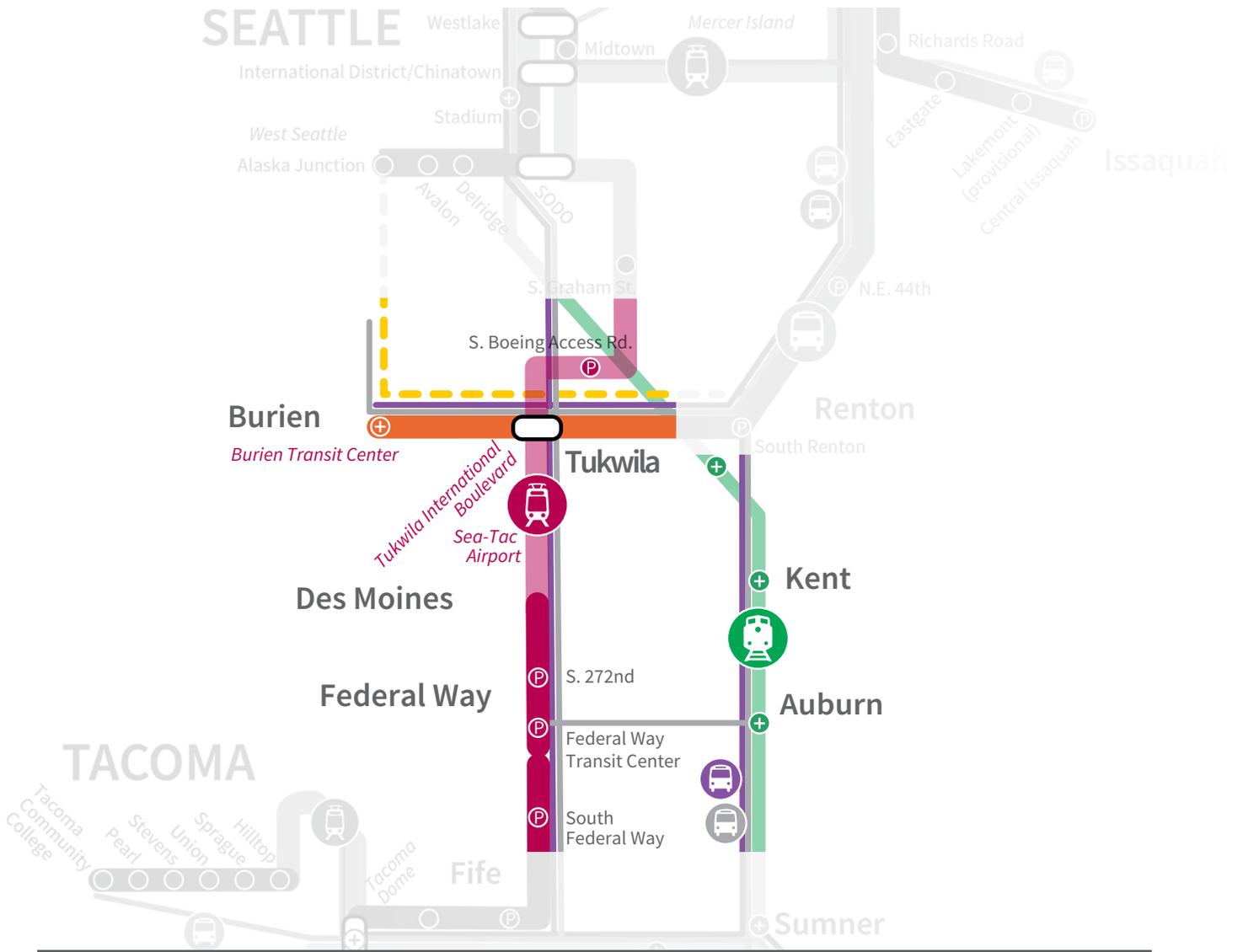
KEY		
PROPOSED ST3 PROJECTS	CURRENT & PLANNED SERVICE	STATIONS
Link Light Rail	Link Light Rail	New station
Bus Rapid Transit	Sounder Rail	New station / added parking
Sounder Rail	ST Express Bus	Improved station
Proposed shoulder-running buses / speed and reliability improvements		Major rail transfer
Environmental study		
Future investment study		

NOTE: All routes and stations are representative.

NORTH KING COUNTY SUBAREA (Millions of year-of-expenditure dollars)*

Summary of Estimated ST3 Program Costs and Revenues — Projects				
<p>▶ Bus Rapid Transit</p> <ul style="list-style-type: none"> SR 522 and NE 145th Street BRT: 145th Street Link station (from Lake Forest Park) 		<p>▶ Link light rail and other</p> <ul style="list-style-type: none"> Ballard to downtown Seattle Downtown Seattle to West Seattle Infill light rail station: South Graham Street Infill light rail station: Northeast 130th Street Contribution to Downtown Seattle Light Rail Tunnel System Access 		
	Capital	O&M	TOTAL	
Total Costs	318	238	557	Total Costs
				Capital
				O&M
				TOTAL
Total Costs				8,791
				670
				9,461
<p>▶ ST Express bus</p> <ul style="list-style-type: none"> Capped contribution for King County Metro RapidRide C and D and Madison Street BRT Capital Improvements 		<p>▶ System-wide benefits</p> <ul style="list-style-type: none"> Planning for the future <ul style="list-style-type: none"> + HCT Planning Study: Northern Lake Washington + HCT Planning Study: West Seattle to Burien and Renton via Tukwila 		
	Capital	O&M	TOTAL	
Total Costs	85	-	85	Total Costs
				Included in system-wide capital costs.
Sources of Funds		Uses of Funds		
ST3 Tax Revenues	7,912	Sounder Commuter Rail Capital	-	
ST3 Grants - Federal	1,151	Link Light Rail Capital	8,791	
Sound Move + ST2 Surplus	1,742	ST Express Bus Capital	85	
Bond Proceeds	4,965	Bus Rapid Transit Capital	318	
Fares & Other Revenues	492	Subtotal Capital	9,194	
		Sounder Commuter Rail O&M	-	
		Link Light Rail O&M	670	
		ST Express O&M	-	
		Bus Rapid Transit O&M	238	
		Subtotal O&M	908	
		Debt Service	3,313	
		State of Good Repair	81	
		Contribution to Reserves	390	
		Contribution to System-wide	2,378	
Total Sources	16,264	Total Uses	16,264	

*2017 – 2041, includes inflation. **NOTE:** Columns/rows may not add exactly due to rounding.



KEY		
PROPOSED ST3 PROJECTS	CURRENT & PLANNED SERVICE	STATIONS
Link Light Rail	Link Light Rail	New station
Bus Rapid Transit	Sounder Rail	New station / added parking
Sounder Rail	ST Express Bus	Improved station
Proposed shoulder-running buses / speed and reliability improvements		Major rail transfer
Environmental study		
Future investment study		

NOTE: All routes and stations are representative.

SOUTH KING COUNTY SUBAREA (Millions of year-of-expenditure dollars)*

Summary of Estimated ST3 Program Costs and Revenues — Projects				
<p>▶ Souder commuter rail</p> <ul style="list-style-type: none"> ▪ Souder South Capital Improvements Program 				
	Capital O&M TOTAL			
Total Costs	727	129	856	
<p>▶ Bus Rapid Transit</p> <ul style="list-style-type: none"> ▪ I-405/SR 518 BRT: Renton to Burien Transit Center 				
	Capital O&M TOTAL			
Total Costs	257	168	426	
<p>▶ ST Express bus</p> <ul style="list-style-type: none"> ▪ Interim express bus service: 10,700 hours ▪ Contribution towards bus maintenance facility ▪ Bus-on-Shoulder 				
	Capital O&M TOTAL			
Total Costs	78	65	143	
<p>▶ Link light rail and other</p> <ul style="list-style-type: none"> ▪ Infill station at South Boeing Access Road ▪ Link light rail from Kent / Des Moines to Federal Way Transit Center ▪ Link light rail from Federal Way to King County / Pierce County line ▪ Contribution to Downtown Seattle Light Rail Tunnel ▪ System Access 				
	Capital O&M TOTAL			
Total Costs	3,252	581	3,833	
<p>▶ System-wide benefits</p> <ul style="list-style-type: none"> ▪ Planning for the future <ul style="list-style-type: none"> + HCT Planning Study: West Seattle to Burien and Renton via Tukwila 				
Total Costs	Included in system-wide capital costs.			
Sources of Funds			Uses of Funds	
ST3 Tax Revenues		3,933	Souder Commuter Rail Capital	727
ST3 Grants - Federal		601	Link Light Rail Capital	3,252
Sound Move + ST2 Surplus		835	ST Express Bus Capital	78
Bond Proceeds		2,657	Bus Rapid Transit Capital	257
Fares & Other Revenues		359	Subtotal Capital	4,315
			Souder Commuter Rail O&M	129
			Link Light Rail O&M	581
			ST Express O&M	65
			Bus Rapid Transit O&M	168
			Subtotal O&M	943
			Debt Service	1,928
			State of Good Repair	171
			Contribution to Reserves	312
			Contribution to System-wide	716
Total Sources		8,385	Total Uses	8,385

*2017 – 2041, includes inflation. **NOTE:** Columns/rows may not add exactly due to rounding.



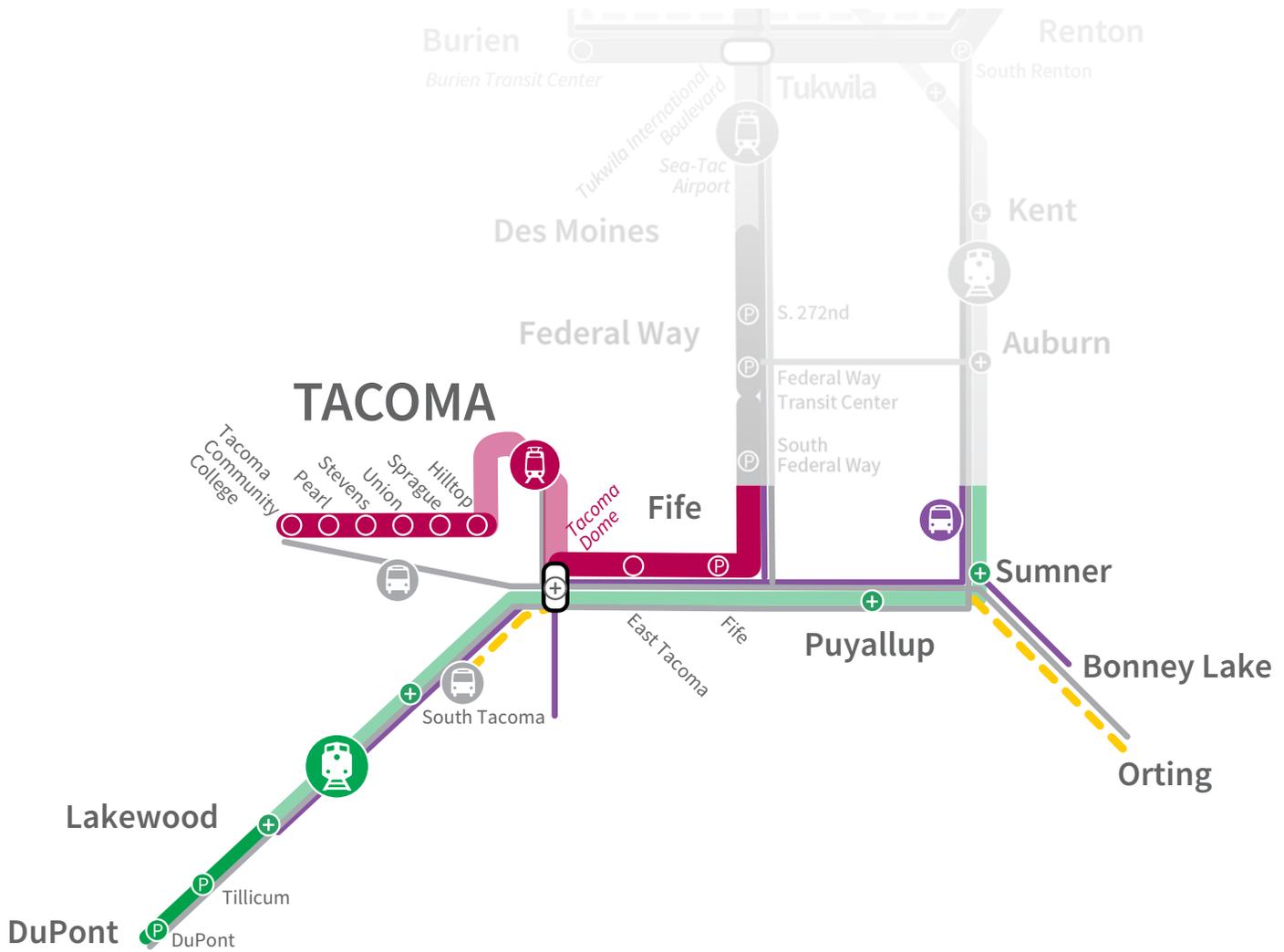
KEY		
PROPOSED ST3 PROJECTS	CURRENT & PLANNED SERVICE	STATIONS
Link Light Rail	Link Light Rail	New station
Bus Rapid Transit	Sounder Rail	New station / added parking
Sounder Rail	ST Express Bus	Improved station
Proposed shoulder-running buses / speed and reliability improvements		Major rail transfer
Environmental study		
Future investment study		

NOTE: All routes and stations are representative.

EAST KING COUNTY SUBAREA (Millions of year-of-expenditure dollars)*

Summary of Estimated ST3 Program Costs and Revenues — Projects				
<p>▶ Bus Rapid Transit</p> <ul style="list-style-type: none"> I-405 BRT from Snohomish County / King County line to Renton SR 522 and NE 145th Street BRT (through Kenmore) 			<p>▶ Link light rail and other</p> <ul style="list-style-type: none"> Link light rail Redmond Technology Center to downtown Redmond Link light rail South Kirkland Park-and-Ride to Issaquah Contribution to Downtown Seattle Light Rail Tunnel System Access 	
	Capital	O&M	TOTAL	
Total Costs	1,195	668	1,862	Total Costs
<p>▶ ST Express bus</p> <ul style="list-style-type: none"> North Sammamish Park-and-Ride Interim express bus service: 27,820 hours Contribution towards bus maintenance facility 			<p>▶ System-wide benefits</p> <ul style="list-style-type: none"> Planning for the future <ul style="list-style-type: none"> + HCT / Environmental Study: Bothell to Bellevue + HCT Planning Study: West Seattle to Burien and Renton via Tukwila + HCT Planning Study: Northern Lake Washington 	
	Capital	O&M	TOTAL	
Total Costs	96	177	274	Total Costs
			Included in system-wide capital costs.	
Sources of Funds			Uses of Funds	
ST3 Tax Revenues			6,973	Souder Commuter Rail Capital
ST3 Grants - Federal			861	Link Light Rail Capital
Sound Move + ST2 Surplus			1,493	ST Express Bus Capital
Bond Proceeds			174	Bus Rapid Transit Capital
Fares & Other Revenues			285	Subtotal Capital
				7,290
				Souder Commuter Rail O&M
				Link Light Rail O&M
				ST Express O&M
				Bus Rapid Transit O&M
				Subtotal O&M
				1,151
				Debt Service
				156
				State of Good Repair
				440
				Contribution to Reserves
				57
				Contribution to System-wide
				692
Total Sources			9,786	Total Uses
				9,786

*2017 – 2041, includes inflation. NOTE: Columns/rows may not add exactly due to rounding.



KEY

PROPOSED ST3 PROJECTS

- Link Light Rail
- Bus Rapid Transit
- Sounder Rail
- Proposed shoulder-running buses / speed and reliability improvements
- Environmental study
- Future investment study

CURRENT & PLANNED SERVICE

- Link Light Rail
- Sounder Rail
- ST Express Bus

STATIONS

- New station
- New station / added parking
- Improved station
- Major rail transfer

NOTE: All routes and stations are representative.

PIERCE COUNTY SUBAREA (Millions of year-of-expenditure dollars)*

Summary of Estimated ST3 Program Costs and Revenues — Projects				
<p>▶ Sounder commuter rail</p> <ul style="list-style-type: none"> Sounder extension to DuPont Sounder South Capital Improvements Program 		<p>▶ Link light rail and other</p> <ul style="list-style-type: none"> Link light rail from King County / Pierce County line to Tacoma Dome Station Tacoma Link extension to Tacoma Community College Contribution to Downtown Seattle Light Rail Tunnel System Access 		
	Capital	O&M	TOTAL	
Total Costs	1,453	177	1,630	
<p>▶ ST Express bus</p> <ul style="list-style-type: none"> Interim express service: 55,640 hours, which includes bus service improvements from Lakewood to Tacoma Dome Capital enhancements to improve bus speed and reliability between east Pierce County cities and Sumner Sounder station Bus capital enhancements for speed, reliability and convenience along Pacific Avenue / SR 7 Contribution towards bus maintenance facility Bus-on-Shoulder 		<p>▶ System-wide benefits</p> <ul style="list-style-type: none"> Planning for the future <ul style="list-style-type: none"> + HCT Planning Study: Sumner to Orting Commuter Rail + HCT Planning Study: Tacoma Dome to Tacoma Mall 		
	Capital	O&M	TOTAL	
Total Costs	252	393	645	
Total Costs	Included in system-wide capital costs.			
Sources of Funds		Uses of Funds		
ST3 Tax Revenues		5,203	Sounder Commuter Rail Capital	1,453
ST3 Grants - Federal		661	Link Light Rail Capital	3,221
Sound Move + ST2 Surplus		2,533	ST Express Bus Capital	252
Bond Proceeds		308	Bus Rapid Transit Capital	-
Fares & Other Revenues		248	Subtotal Capital	4,926
			Sounder Commuter Rail O&M	177
			Link Light Rail O&M	312
			ST Express O&M	393
			Bus Rapid Transit O&M	-
			Subtotal O&M	882
			Debt Service	192
			State of Good Repair	81
			Contribution to Reserves	31
			Contribution to System-wide	2,842
Total Sources		8,953	Total Uses	8,953

*2017 – 2041, includes inflation. NOTE: Columns/rows may not add exactly due to rounding.

SYSTEM-WIDE ACTIVITIES (Millions of year-of-expenditure dollars)*

Summary of Estimated ST3 Program Costs and Revenues — Projects				
Notes**		Capital	O&M	Total
20	LRT Vehicles	1,894	622	2,516
21	LRT Bases	2,247	86	2,333
22	Downtown Seattle Light Rail Tunnel	30	2	32
23	Innovation and Technology	107	-	107
24	ST4 Planning	96	-	96
25	High-capacity Transit Studies	91	-	91
26	Transit-oriented Development Studies	30	-	30
Agency Administration				
27	ST3 Administration and Program Management	45	1,454	1,499
28	Efficiency / Sustainability Fund	-	25	25
29	Emergency Loss Fund	-	50	50
30	State Tax Collection Fees	-	172	172
31	Sales and Use Tax Offset Fee	-	518	518
32	Regional Affordable Housing Revolving Loan Fund	-	20	20
33	Fare Administration	5	8	13
Total System-wide		4,545	2,956	7,501

Sources of Funds		Uses of Funds	
ST3 Tax Revenues	-	Sounder Commuter Rail Capital	-
ST3 Grants - Federal	595	Link Light Rail Capital	4,171
Sound Move + ST2 Surplus	193	ST Express Bus Capital	-
Bond Proceeds	-	Bus Rapid Transit Capital	-
Fares & Other Revenues	2	System-wide Capital	374
Interest Earnings	333	Subtotal Capital	4,545
		Sounder Commuter Rail O&M	-
		Link Light Rail O&M	710
		ST Express O&M	-
		Bus Rapid Transit O&M	-
		System-wide O&M	2,246
		Subtotal O&M	2,956
		Debt Service	-
		State of Good Repair	-
		Contribution to Reserves	52
		Contribution to System-wide	(6,431)
Total Sources	1,122	Total Uses	1,122

*2017 – 2041, includes inflation. **See pages A-18–A-19 for notes to line items. NOTE: Columns/rows may not add exactly due to rounding.

ABOUT THE FINANCIAL PLAN



The summary of the Financial Plan is included in Appendix A as the Sources and Uses of Funds by Subarea table. Additional financial plan information is provided in the System Plan (phasing of projects) and Appendix C (cost effectiveness, ridership and cost of service). “Annual ST3 Projected Financial Cash Flows” contains annual estimates for each of the components of the Sources and Uses Tables contained in Appendix A as well as additional financial forecasts and estimates for the period 2017–2060. A copy of “Annual ST3 Projected Financial Cash Flows”, which is not statutorily required, can be obtained at soundtransit.org.

NOTES TO APPENDIX A

- 1 | Revenues from new ST3 tax increases: 0.5% Sales & Use Tax, 0.8% Motor Vehicle Excise Tax, and \$0.25 / \$1,000 Assessed Value Property Tax. Additional Rental Car Tax up to 1.372% can be authorized by the Board but is not currently included as a revenue source for ST3.
- 2 | Federal grants for ST3 capital program (FTA formula funding and full funding grant agreements).
- 3 | Revenues from Sound Move and ST2 (taxes, grants and other miscellaneous revenues) in excess of what is necessary to support ongoing Sound Move and ST2 O&M and debt service.
- 4 | Estimated net issuance of bonds for ST3 capital projects (par value less issuance costs).
- 5 | Fares and other operating revenues from ST3 service.
- 6 | Net interest earned on agency cash balances, attributed to fund system-wide costs per Sound Transit financial policies.
- 7 | Capital expenditures for South Sounder Capital Improvements Program.
- 8 | Capital expenditures for expansion of Link light rail system.
- 9 | Capital expenditures for expansion of ST Express bus service.
- 10 | Capital expenditures for implementation of Bus Rapid Transit service.
- 11 | Capital expenditures for system-wide activities (Agency Administration, TOD Planning Program, Innovation Program, HCT Studies, Future System Planning, Fare Integration, Puget Sound Taxpayer Accountability Fund, Contribution to Regional Affordable Housing Revolving Loan Fund and System-wide Transit Access).
- 12 | O&M expenses for new ST3 Sounder capital improvements and service.
- 13 | O&M expenses for new ST3 Link light rail service.
- 14 | O&M expenses for new ST Express bus service.
- 15 | O&M expenses for new ST3 Bus Rapid Transit service.
- 16 | Debt service (interest and principal) on bonds issued to fund ST3 capital projects.
- 17 | State of Good Repair spending for mid-life refurbishment and end of life replacement of ST3 assets.
- 18 | Contribution to reserves (O&M, bonds).
- 19 | Contribution by subarea to system-wide activities, including General Fund change in cash.
- 20 | Cost associated with the purchase and operation of ST3 light rail vehicles.
- 21 | Cost for the construction and operation for ST3 light rail maintenance facilities.
- 22 | Downtown Seattle Transit Tunnel – represents 1.0% of project cost as determined by percent of ridership not allocated to subarea destinations.

- 23 |** This program would fund research, analysis and implementation of innovative best practices, partnerships, and technologies to increase ridership, improve service and enhance efficiency of regional mobility outside of new investments in large capital projects.
- 24 |** Costs of initial conceptual planning for ST4 program.
- 25 |** HCT studies including the following: Connections from Everett to North Everett; Northern Lake Washington; West Seattle to Burien and Renton via Tukwila; Bothell to Bellevue environmental study, Sumner to Orting commuter rail, Tacoma Dome to Tacoma Mall.
- 26 |** This program would fund TOD analysis and support beyond the planning phase of transit capital project development in anticipation of sale, lease or transfer of surplus properties or air rights to third parties. All analysis and property disposition would be conducted in accordance with TOD Policy (Resolution No. R2012-4).
- 27 |** Costs of Sound Transit employees and related cost necessary to effectively manage ST3 capital and operating programs.
- 28 |** Funding for cost efficiency programs at existing facilities (energy, water and waste conservation), renewable energy installations, green infrastructure and building pilot projects, other resource conservation and pollution mitigation projects.
- 29 |** Reserves for uninsured capital and operating losses or emergency uses as authorized by the Board.
- 30 |** Costs paid to State of Washington for tax collection fees.
- 31 |** Senate Bill 5987 Sec. 422. A new section is added to chapter 81.112 RCW – “Beginning January 1, 2017, and until the requirements in subsection (4) of this section are met, a regional transit authority must pay to the department of revenue, for deposit into the Puget Sound taxpayer accountability account, a sales and use tax offset fee. (2) A sales and use tax offset fee is three and twenty-five one-hundredths percent of the total payments made by the regional transit authority to construction contractors on construction contracts that are (a) for new projects identified in the system plan funded by any proposition approved by voters after January 1, 2015, and (b) excluded from the definition of retail sale under RCW 82.04.050(10). (4) A sales and use tax offset fee is due until the regional transit authority has paid five hundred eighteen million dollars.”
- 32 |** Senate Bill 5987 Sec. 329. A new section is added to chapter 81.104 RCW to read as follows: “The regional transit authority must contribute at least four million dollars each year for five consecutive years beginning within three years of voter approval of the system plan to a revolving loan fund to support the development of affordable housing opportunities related to equitable transit-oriented development within the boundaries of the regional transit authority.”
- 33 |** Cost for Sound Transit’s share of ST3 related regional fare collection system and related fare system management costs.

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Sound Transit

Peter Rogoff
Chief Executive Officer

SOUNDTRANSIT3.ORG

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED:	TITLE: Motion authorizing the City Manager to enter into a professional services agreement with Transpo Group Inc. in the amount not to exceed \$85,317.00 for design services related to the Military Road SW and 112 th Street SW Safety project.	TYPE OF ACTION:
September 19, 2016		— ORDINANCE
		— RESOLUTION
REVIEW:		<u>X</u> MOTION 2016-42
September 19, 2016	ATTACHMENTS: Vicinity Map Scope and Budget	— OTHER

SUBMITTED BY: Don Wickstrom, P.E., Public Works Director/City Engineer

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to enter into a professional services agreement with Transpo Group Inc. in the amount not to exceed \$85,317.00 for design services related to the Military Road SW and 112th Street SW Safety project.

DISCUSSION: The purpose of this project is construct safety improvements at the intersection of Military Road SW and 112th Street SW intersection. Improvements consist of constructing a new (replacement) traffic signal, American with Disabilities Act compliant curb returns and associated intersection pavement restoration.

ALTERNATIVE(S): There is no practical alternative other than to not continue with the project.

FISCAL IMPACT: The City received a Federal Highway Safety Improvement Program (HSIP) grant in the amount of \$788,500 for the design, right of way, and construction phases of the project. The City is required to provide a 10% match on the design and right of way phases of the project. If the project is advertised prior to September 30, 2017, the City's 10% match for the construction phase of the project is waived. City matching funds for the design and right of way phase come from both the Storm Water Management Fund (401) and the Transportation Capital Improvement Fund (302). The matching design and right of way phase funds are currently budgeted for in the 2015-2016 Budget. Advertisement for construction is scheduled for September 2017 and construction is scheduled for early 2018.

(Continued on Page 2)

Prepared by	
Department Director	City Manager Review

AGENDA BILL
PAGE 2

FISCAL IMPACT: (Continued from Page 1)

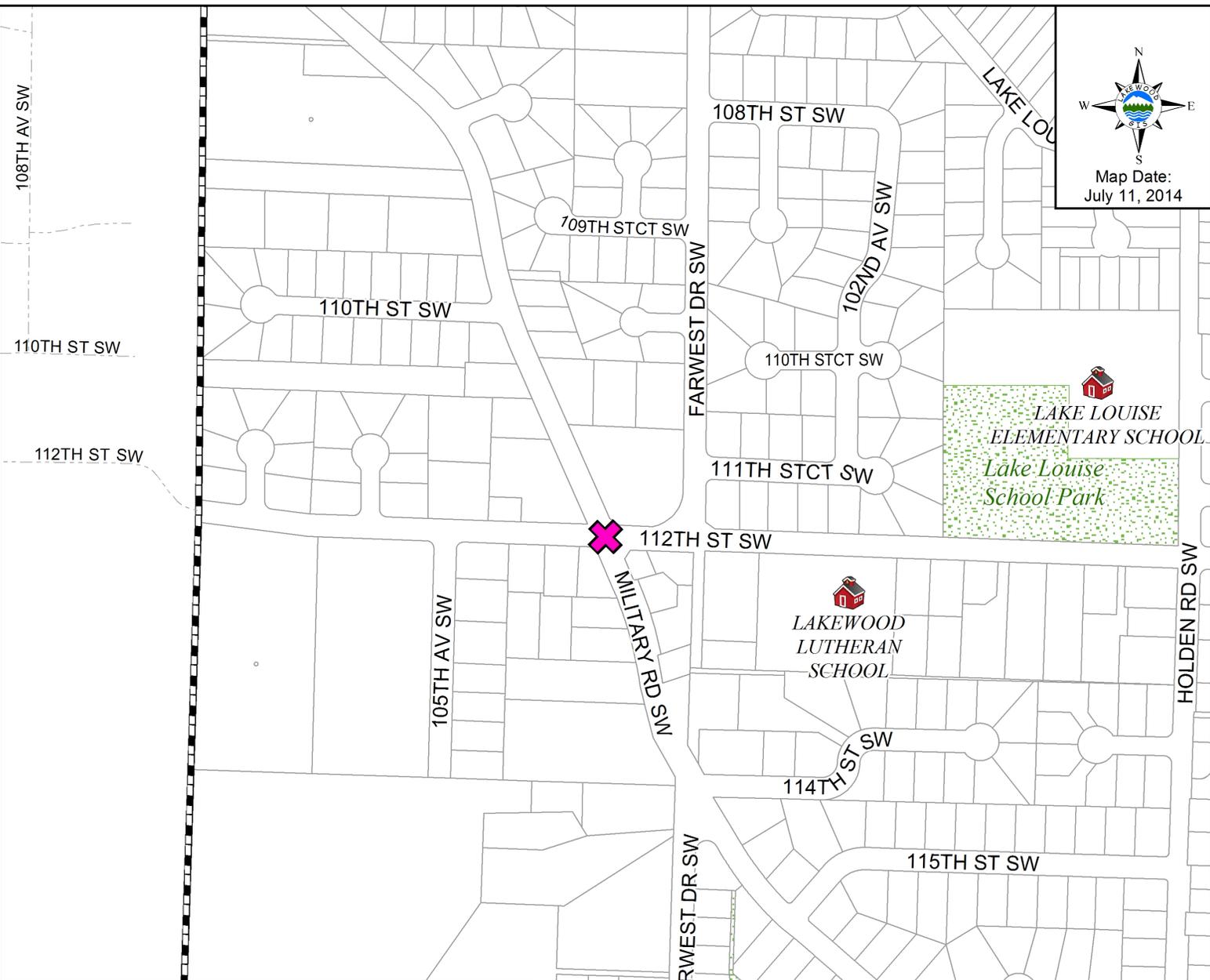
Below is the Project Funding Source Details

Funding Source	Design Phase	Right of Way Phase	Construction Phase	Funding Source Total
City	\$10,000	\$6,500	\$0*	\$16,500
HSIP	\$90,000	\$58,500	\$640,000	\$788,500
Total	\$100,000	\$65,000	\$640,000	\$805,000

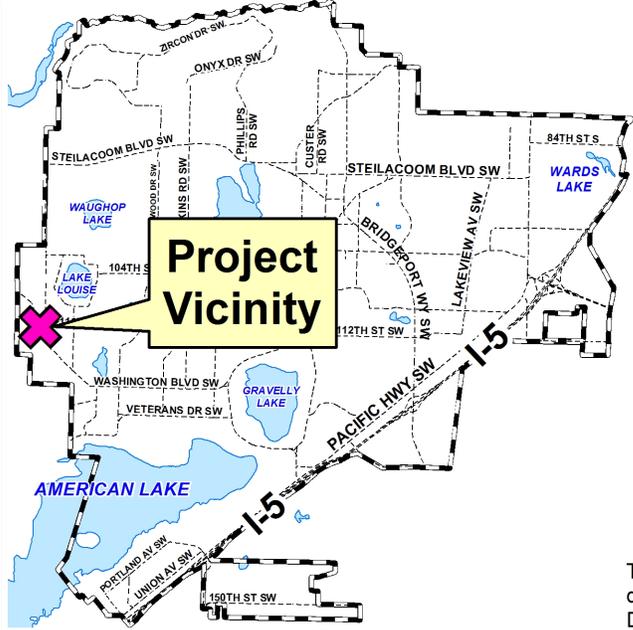
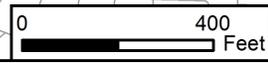
*10% match required if advertised after September 30, 2017.



Map Date:
July 11, 2014



	Project Intersection		Tax Parcel
	City Limit		



City of Lakewood Public Works

112TH ST SW & MILITARY RD SW

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.

Exhibit A—Scope of Services, Fee & Schedule

Client Name:	City of Lakewood		
Project Name:	Military Road and 112th St Intersection Project		
Exhibit Dated:	September 6, 2016	TG:	16226.PR

Scope of Services

Transpo Group (Transpo) will provide engineering services to the Client for the design of a new traffic signal and reconstruction of curb returns to current ADA standards, illumination, and pavement overlay in the City of Lakewood, Washington. Transpo will lead and work in coordination with our subconsultants to provide a consistent overall project design across engineering disciplines. Transpo’s team, inclusive of subconsultants, is referred to as the “Consultant” in the following scope.

Task 01—Project Management and Coordination

- 1.1 Progress Reports, Invoices, and Project Schedule – Transpo will provide brief progress reports and invoices to the City on a monthly basis or at project milestones. Transpo will also maintain a project schedule and provide the City with updates on a monthly basis. It is assumed that the project will have up to a 12 month schedule.
- 1.2 Subconsultant Management – Transpo will coordinate with project subconsultants with regards to contracting, project schedule, invoicing/budgets, dissemination of information, and general progress on project scope.
- 1.3 Project Coordination – Transpo will participate in coordination efforts, via conference call and email, as necessary.
- 1.4 General Meetings – Transpo will participate in-person at the following meetings as part of this subtask:
 - One (1) in-person meeting to be held at the City of Lakewood offices, if needed.

Task 02 – Utility Coordination

The Consultant will coordinate with the various utility agencies regarding the relocation of existing facilities and provision of new facilities within the intersection area. This work will include one (1) site meeting to coordinate the utility purveyor design(s) of the system modifications to accommodate the intersection improvements and review their plans, specifications, and quantity and cost estimates for the modifications. Coordination with the utilities will include the following:

- Provide the utility agencies with a copy of the basemapping for verification of utility locations.
- Provide the utility agencies with a copy of the preliminary (50-percent-complete) design drawings for review.
- Provide the utility agencies with a copy of the 90-percent-complete design

drawings for review and information.

- Provide the utility agencies with a copy of the final construction documents for information.
- Coordinate with utility agencies during PS&E development. The Consultant will provide support up to the amount shown in the fee proposal. Additional hours will be considered additional work to be negotiated as a supplemental agreement.

The design of undergrounding existing overhead or above ground utilities is not included in this scope of work.

Task 03—Geotechnical

Transpo will coordinate with a subconsultant to obtain the minimum amount of geotechnical data/investigations necessary for completion of the project design. Refer to the attached scope of work for Geotechnical Engineering services.

Task 04—Right-of-Way Acquisition Support

Transpo will coordinate with a subconsultant to negotiate for and acquire ROW rights necessary for completion of the project design. Refer to the attached scope of work for ROW Acquisition services.

It is assumed that the City's survey consultant will produce all legal descriptions and exhibits for ROW acquisition services. Transpo will also coordinate with the City and their survey consultant to provide background and design files necessary for these documents.

Task 05 – 50% Design

5.1 50% Design Plans – The Consultant will prepare the preliminary design to depict the horizontal alignment of the proposed improvements, including curb, gutter and sidewalk limits; traffic signal equipment; overlay extents and channelization components. The purpose of the 50% design submittal is to finalize the horizontal placement of project improvements. The 50% design submittal is anticipated to include the following plan sheets:

- Cover Sheet
- Paving Plan Sheet (showing pavement extents, horizontal / vertical alignment and control and above ground physical features)
- Grading Sheet
- Traffic Signal Plan Sheet
- Traffic Signal Pole Schedule Sheet
- Channelization Plan Sheet

5.2 Opinion of Probable Construction Costs – The Consultant will prepare and submit an opinion of probable construction costs based on the 50% design. The opinion will be presented in an Excel spreadsheet corresponding to the sequence of items as will be listed in the final bid schedule.

- 5.3 Quality Control Review – The Consultant will conduct quality control reviews by selected senior staff members with appropriate expertise and experience. The senior staff members will scrutinize and question the major elements of the design for adequacy of response to the major design challenges, conformance to accepted design practices, constructability, and compliance with the City’s standards.
- 5.4 50% Design Submittal – The Consultant will submit 30% design plans to the Client for review.
- 5.5 50% Design Review – The Consultant will teleconference with the Client to discuss Client comments.

Task 6 – 90% Design

- 6.1 90% Design Plans – The 90% complete design will be based on the Client approved 50% complete preliminary engineering design. The 90% Design Submittal is anticipated to include all of the 50% design plans and the following additional sheets:
- Removals and TESC Sheet
 - Roadway Detail Sheet
 - Traffic Signal Wiring Diagram Sheet
 - Traffic Signal Details Sheet
- 6.2 Opinion of Probable Construction Costs – The Consultant will prepare and submit an opinion of probable construction costs based on the 90% design. The opinion will be presented in an Excel spreadsheet corresponding to the sequence of items as will be listed in the final bid schedule.
- 6.3 Project Manual – The Consultant will prepare the draft general and special provisions based on the current edition of the Client’s standards, and the 2016 WSDOT Standard Specifications for Road, Bridge, and Municipal Construction. The contents will include bid form items, the Client’s general conditions, supplemental general conditions, amendments to the standard specifications, special provisions, and standard plans. The Client’s review comments pertaining to the outline specifications will be addressed in preparing the final document. The special provisions will address items of work which are not addressed by the Client’s standards or the APWA and Washington State Standard Specifications as may be required to properly cover the work contemplated by the plans.

The Consultant will prepare the project manual to include:

- Special Provisions based on the 2016 WSDOT Standard Specifications for Road, Bridge, and Municipal Construction plus APWA Supplement (English Version)
 - Standard plans
- 6.4 Quality Control Review – The Consultant will conduct quality control reviews by selected senior staff members with appropriate expertise and experience. The senior staff members will scrutinize and question the major elements of the design for adequacy of response to the major design challenges, conformance to accepted design practices, constructability, and compliance with the Client’s graphic standards.

6.5 90% Design Submittal – The Consultant will submit 90% design plans and Opinion of Probable Construction Costs to the Client for review.

6.6 90% Design Review – The consultant will meet with the Client to discuss Client comments.

Task 7 – Final Design/PS&E Preparation

7.1 Final Design Plans – The Final complete design will be based on the Client approved 90% complete preliminary engineering design. The Final Design Submittal is anticipated to include the following sheets:

- Cover Sheet
- Removals and TESC Sheet
- Paving Plan Sheet (showing pavement extents, horizontal / vertical alignment and control and above ground physical features)
- Grading Sheet
- Roadway Detail Sheet
- Traffic Signal Plan Sheet
- Traffic Signal Wiring Diagram Sheet
- Traffic Signal Pole Schedule Sheet
- Traffic Signal Details Sheet
- Channelization Plan Sheet

7.2 Project Manual – The Consultant will prepare the final project manual based on comments received during the 90% review.

7.3 Opinion of Probable Construction Costs – The Consultant will prepare and submit an opinion of probable construction costs based on the Final design. The opinion will be presented in an Excel spreadsheet corresponding to the sequence of items as will be listed in the final bid schedule.

7.4 Quality Control Review – The Consultant will conduct quality control reviews by selected senior staff members with appropriate expertise and experience. The senior staff members will scrutinize and question the major elements of the design for adequacy of response to the major design challenges, conformance to accepted design practices, constructability, and compliance with the City's graphic standards.

7.5 Final Design Submittal – The Consultant will submit 90% design plans and Opinion of Probable Construction Costs to the Client for review.

7.6 Finalize PS&E – The Consultant will finalize the plans, project manual, and opinion of probable construction costs in response to the Client comments. Consultant will make such minor changes, amendments, or revisions in the detail of the work as may be required by the Client.

The Consultant will submit the final original documents to the Client as follows:

- The original full-size Mylar drawings bearing the engineer's stamp and seal on each drawing.

- A set of half-sized reproductions of the drawings.
- The original printed paper version of the specifications.
- The original printed paper version of the final bid item quantities estimates and the engineer's final opinion of probable construction costs.
- Computer files for the plans (in AutoCAD) and the project manual.

Exclusions

Below is a list of services that are either not anticipated on this project or will not be completed by Consultant and are entirely excluded from this scope of services:

- Survey
- Traffic analysis
- Environmental Documentation
- Public Involvement Support
- ROW staking
- Preparation of official ROW maps
- Federal permit coordination
- Utility design (gas, electric, cable, internet, telephone, water, sewer, storm, etc.)
- Utility undergrounding design
- Construction management and materials testing
- Bidding and construction services
- Landscaping design
- Potholing existing utilities

Submittals

Submittals as described above will be prepared to the 50-percent, 90-percent, and final completion levels. Comments from the Client and utility agencies will be reflected in each subsequent submittal. Comments will be addressed in a written response letter to be furnished with the second and third submittals. Three (3) submittals are included in this proposal. Should additional revisions and/or submittals be required for approval, beyond the four anticipated, this may constitute extra services necessitating a change to the scope of services, fee projection, and/or schedule.

**112th Street SW & Military Road SW Signal Poles
Lakewood, Washington
SCOPE OF WORK
Geotechnical Engineering**

Amec Foster Wheeler Environmental & Infrastructure (Amec Foster Wheeler) will provide the following geotechnical scope of services as a sub-consultant to the Transpo Group supporting the City of Lakewood's proposed signal pole project at the intersection of 112th Street SW & Military Road SW:

- a. Site Reconnaissance and Field Preparation. Visit the intersection to evaluate the site conditions, mark exploration locations and meet with utility locators. Prepare a traffic control plan and submit to the City of Lakewood for review, comment, and approval.
- b. Field Exploration. It is Amec Foster Wheeler's intent to advance two borings on diagonal corners of the intersection. The results of the site reconnaissance and utility locations (both overhead and underground) will determine the actual locations of the explorations. Traffic control will be provided in accordance with approved traffic control plans and construction permit conditions as the drilling may be located within the drive lanes and/or sidewalks. The exploratory borings will be drilled to investigate the soil conditions to determine geotechnical design information and support characteristics for the proposed signal poles. The borings will be advanced with a truck-mounted drill rig using a hollow-stem auger, operated by an independent firm working under subcontract. Throughout the drilling operation, soil samples will be obtained at 2 ½- or 5-foot depth intervals by the Standard Penetration Test procedure (ASTM:D-1586). After drilling, each hole will be backfilled with a bentonite and then the surface will be patched with asphalt or concrete. All drill cuttings will be removed from the site and properly disposed. For estimating purposes, the scope of work and associated budget assumes the two borings will be drilled approximately 20 feet deep.
- c. Laboratory Testing. Amec Foster Wheeler will conduct a series of laboratory tests on selected soil samples obtained from the explorations in order to evaluate the engineering and index properties of the site soils. These tests will likely include moisture content and grain size distributions.
- d. Geologic Interpretation. Amec Foster Wheeler will research available geologic maps and nearby exploration logs; review laboratory test results; prepare boring logs; and prepare a site and exploration plan.
- e. Engineering Analysis. Amec Foster Wheeler will use exploration data and laboratory test results to develop conclusions and recommendations for signal pole foundations using WSDOT design methods.
- f. Project meetings. Amec Foster Wheeler will be available for meetings on site, at the City, or at Transpo Group office, as well as telephone conference calls. For budgeting purposes, we have assumed one meeting with the City and the Transpo Group.
- g. Report Preparation. The Geotechnical Engineering Report will summarize the subsurface conditions and providing recommendations for pole foundations.

Deliverables:

- Traffic Control Plan
- Draft Geotechnical Engineering Report (Electronic PDF Copy) with boring logs and laboratory test results
- Final Geotechnical Engineering Report (Electronic PDF Copy)

Assumptions:

- The City of Lakewood will assist with the street use permit application process and waive any fees or bonds.
- The City of Lakewood or Transpo Group will provide utility locate information in their possession to Amec Foster Wheeler prior to exploration.
- Amec Foster Wheeler will call the Underground Utility Locating Service, but will not be responsible for unmarked or mismarked utilities.

SCOPE OF WORK

Steilacoom Boulevard Safety Improvements Military 112th Intersection Improvements Right of Way Acquisition Services 9-4-16

The Transpo Group and the City of Lakewood are in the process of designing improvements to the above named project. The proposed improvements require that right of way interest be acquired from as many as two parcels fronting the roadway. It is anticipated there will be two partial acquisitions.

Process

Cascade Right-of-Way Services, Inc. (hereinafter known as CONSULTANT) will provide right-of-way acquisition, appraisal, and review appraisal services for the above stated property interests using procedures specified herein and in accordance with the Washington State Department of Transportation (WSDOT) *Right-of-Way Manual* and *Local Agency Guidelines*, which by this reference are made a part of this Agreement.

The CONSULTANT will contract with an appraiser listed on the latest WSDOT Fee Appraiser List for the preparation of a Project Funding Estimate and Administrative Offer Summaries.

The CONSULTANT will contact property owners, advise them of the process, assemble negotiation packages, and schedule appointments. The CONSULTANT will supply all necessary transfer documents using city forms (excluding legal descriptions which will be provided by the CITY). The CONSULTANT will manage the documents, obtain signatures, and submit them to the CITY for approval.

The CONSULTANT will provide the following:

140.1) Public Involvement

The CONSULTANT will contact owners to discuss the project and process prior to presenting offers. This task will not involve any negotiations and is strictly to inform owners of the project.

140.2) Valuation of Proposed Acquisition Areas

- a) The CONSULTANT will contract with a WSDOT-approved appraiser for valuation services. The appraiser will prepare a Project Funding Estimate, Administrative Offer Summaries (AOS) where appropriate. It is assumed the project will require:
 - Project Funding Estimate (reported as a Restricted Appraisal Report) for up to two (2) proposed acquisitions of property interests.
 - Administrative Offer Summary Sheets (reported as Restricted Appraisal Reports) for up to two (2) parcels (two partial acquisitions).

- b) The CONSULTANT will perform appraisal functions to the limit of the authority set forth in the title reports, project maps, determination of fair market value, and the manuals noted above. Each appraisal will be reported in accordance with the Code of Professional Ethics and subject to the requirements of the Appraisal Institute and the Uniform Standards of Professional Appraisal Practice of the Appraisal Foundation (USPAP). Compliance with the State of Washington certification requirements will be met by all appraisers and review appraisers assigned to this project.

140.3) Negotiations

The CONSULTANT will assemble negotiation packages, contact property owners to schedule an appointment to begin negotiations, and advise them of the process. Absentee owners will be contacted and negotiations conducted by telephone. The CONSULTANT will notify the CITY of those owners with whom contact could not be made and request direction on how to proceed.

The CONSULTANT will assure that negotiations are performed only to the limit of authority delineated by the title reports, project maps, determined fair market value, procedures manual, acquisition schedule, or written instructions issued by the CITY.

The CONSULTANT will work such days and hours as may be necessary to meet with interested property owners that may not be available during regular working days or hours.

The CONSULTANT will provide a diary with all negotiation packages submitted to the CITY. The diary information will include, at a minimum, the time, place, amount of offer, to whom the offer was made, parties present, and owner response.

At the first negotiation meeting or phone conversation with each property owner or their agent, the CONSULTANT will explain the purpose and need for the project, identify what is needed from each owner's property for the project, attempt to receive a commitment from the owner to accept the CITY'S offer, and make record of all information needed to prepare closing documents.

The CONSULTANT will assure that up to three negotiation contacts are made with each interested party (owner or owner's agent) in order to acquire valid title to the needed property rights as shown on the project map or as instructed in writing by the CITY. Any additional personal contact with the owner or their representative will be negotiated as extra work.

Following a successful negotiation, all closing documents will be presented to the owner for signature. When all documents are signed, the CONSULTANT will deliver them to the CITY for review and signing and then coordinate the closing with an escrow company approved by the CITY. The CITY will pay for all recording fees, title reports, and typical closing costs. Should any documents require revisions or if the terms are found unacceptable to the CITY, the CITY will make clear the appropriate revisions required for re-negotiations.

140.4) Closing Coordination

It is assumed the CITY will contract directly with the escrow company for closing. When the CITY receives acceptable documents from the CONSULTANT, they will be signed by the CITY and forwarded to the title/escrow company for processing, recording and closing. The escrow company will be responsible for the preparation and receipt of all signatures for all documents

such as Waivers of Compensation, Requests for Partial Re-conveyance, and satisfaction of all liens and encumbrances for each parcel.

In the event the escrow company needs additional information from property sellers, the CONSULTANT will assist the title company in obtaining the needed information. As each transaction is closed, the escrow company will then record all documents and return originals to the CITY.

140.5) Preparation of Documents

The CONSULTANT will prepare and provide First Offer Letters, Request for Taxpayer Identification Number and Certification documents (W-9), Real Property Vouchers, Real Estate Tax Affidavits, Deeds, and Easements using CITY approved forms. The CITY will provide in electronic format legal descriptions and parcel exhibits. The CONSULTANT will also prepare the Right-of-Way Diaries for documentation of individual parcel contacts.

140.6) WSDOT Coordination and Review

The CONSULTANT will provide copies of the offer packages to the WSDOT Local Agency Coordinator for review and make any necessary amendments. Upon completion of the acquisition process, the CONSULTANT will coordinate with WSDOT to have the files reviewed and make any necessary amendments for right-of-way certification.

140.7) Progress Reports/Invoicing

Included in this task is time for completing monthly progress reports and preparing invoices.

140.8) Valuation Services

To be provided by Appraisal Solutions Northwest, Inc.

Condemnation

If the CONSULTANT does not reach a successful agreement with the owner(s), the documents will be referred to the CITY. The CITY will then decide on the next step with any unsuccessful negotiations. The CITY may wish to proceed with condemnation. Condemnation proceedings are the responsibility of the CITY, unless the CONSULTANT is authorized to assist in the condemnation process by a supplement to the Contract. The preparation, negotiation and execution of Possession & Use Agreements are considered a part of the condemnation process.

Direct expenses associated with limited liability guarantees, title reports, title insurance, escrow fees, other closing costs and payments to property owners will be the responsibility of the CITY.

Relocation

It is assumed that no relocation will be required for this project.

If relocations are found to be necessary and the CITY wishes to have the CONSULTANT assist in the relocation process, that work will be negotiated and added by supplemental agreement.

Survey

The CITY and/or the Transpo Group will stake the proposed right-of-way lines with nails, lath or paint at intervals sufficient to provide inter-visibility.

End of Scope of Work

Exhibit B



Cost Estimate Worksheet

Number / Project Name
16009.00/Military Rd and 112th St Intersection Improvements

Pay rates are effective from June 25, 2016 through June 23, 2017, within the ranges shown in the attachment. Only key staff are shown and other staff may work on and charge to the project as needed by the project manager.

	Project Manager	Quality Control	Project Engineer	CAD/Graphics	Project Admin
initials	RP	GSM	JZP	TN	AMC
job title	Eng L5	Eng L6	Eng L4	Eng L1	PA L4
cost rate	\$49.00	\$58.12	\$41.00	\$27.02	\$39.00

Labor:

	Work Task					Hours	Cost
1	Project Management					0	\$0
	Progress Reports, Invoices, Schedule	12			6	18	\$822
	Subconsultant Management	12				12	\$588
	Project Coordination	12	12			24	\$1,080
	General mtgs	6	6			12	\$540
2	Utility Coordination	8	24			32	\$1,376
3	Geotechnical					0	\$0
4	ROW Acquisition Support		4			4	\$164
5	50% Design					0	\$0
	50% Design Plans	8	20	60		88	\$2,833
	Opinion of Probablbt Cost	2	4	8		14	\$478
	QC Review	2	8	2		14	\$699
	50% Design Submittal	2	2	2		6	\$234
	50% Design Review	2	2			4	\$180
6	90% Design					0	\$0
	90% Design Plans	12	20	40		72	\$2,489
	Opinion of Probablbt Cost	2	4	8		14	\$478
	Project Manual	4	16			20	\$852
	QC Review	4	8	4		20	\$933
	90% Design Submittal	2	2	2		6	\$234
	90% Design Review	2	2			4	\$180
7	Final Design/PS&E					0	\$0
	Final Design Plans	4	8	16		28	\$956
	Project Manual	2	2			4	\$180
	Opinion of Probablbt Cost	2	2			4	\$180
	QC Review	2	4	2		10	\$467
	Final Design Submittal	2	2	2		6	\$234
	Finalize PS&E	2	2	2		6	\$234

Total Hours	106	20	142	148	6	422	
Labor Costs	\$5,194	\$1,162	\$5,822	\$3,999	\$234		\$16,411.36

Overhead	Rate	186.99%					\$30,687.60
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Fee (as a % of labor)	30.00%						\$4,923.41
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Miscellaneous Expenses:

	Item	Reimbursable Cost
1	Federal Express / Courier	\$0
2	Phone	\$0
3	Fax	\$0
4	Postage	\$0
5	Graphic supplies	\$0
6	Photography	\$0
7	Travel expenses (mileage)	\$250
8	Reproduction	\$0
9	Traffic counts	\$0
10	Traffic accident data	\$0
11	Spec. MPS model run	\$0
12	Transportation Concurrency Application	\$0

Total Reimbursable Expenses	\$250
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Subconsultants:

	Firm	Subs Cost
1	AMEC	\$10,813
2	Cascade ROW Services	\$22,231
3	Subconsultant C	\$0
4	Subconsultant D	\$0
5	Subconsultant E	\$0

Total Subconsultants	\$33,044
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TOTAL ESTIMATE	\$85,317.00
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Budget Estimate
Geotechnical Engineering Evaluation
112th St SW / Military Road SW
Signal Poles

Breakdown of Labor Costs

Task Description	Personnel and Hourly Rates Per Category						
	Principal	Associate	Project Eng./Geo.	Sr. Staff Eng./Geo.	Staff Eng./Geo.	Drafting	Clerical/ Technical Editor
	\$195.00	\$160.00	\$130.00	\$110.00	\$100.00	\$95.00	\$65.00
Field Work							
Street Use Permit/Traffic Control Plan				2			
HASP				1			
Site Recon, Mark Borings, Utility Locate				4			
Field Exploration (Drilling)		1		10			
Research and Report Preparation							
Figures, Logs and Lab				3		3	
Office Engineering and Analysis		4		3			
Report Preparation		2		8			4
Project Management		2					4
Review							
Consultation							
Called / Meetings / E-mails		2					
Subtotal	0	11	0	31	0	3	8
Total Labor Costs per Level	\$0	\$1,760	\$0	\$3,410	\$0	\$285	\$520
Total Labor Costs							\$5,975

Breakdown of Expenses

	Quantity	Unit	Unit Cost	Total
Mileage	240	Miles	\$0.55	\$132.00
Field Supplies	1	Each	\$25.00	\$25.00
Lab Grain Size	1	Each	\$100.00	\$100.00
Lab Moisture	2	Each	\$10.00	\$20.00
California Bearing Ratio	0	Each	\$500.00	\$0.00
Drilling Subcontractor	1	LS	\$ 3,170.00	\$3,170.00
Private Locate	2	Per hr	\$80.00	\$160.00
Traffic Control - Flagging	1	Day	\$500.00	\$500.00
Traffic Plan	1	Each	\$100.00	\$100.00
		Each	\$ -	\$0.00
Markup @ 15%				\$631
Total Expenses				\$4,838

TOTAL COST ESTIMATE \$10,813

**Consultant Fee Determination – Man-Hour Sheet
(Specific Rates of Pay)
Fee Schedule**

PROJECT NAME: TRANSCO GROUP Military Road / 112 th Right of Way Services		RIGHT OF WAY AGENT
TASK #		
140.1	Public Involvement	
	Coordinate with corridor owners	5
140.2	Valuation Coordination	
	Coordinate with appraiser/landowners	3
140.3	Negotiations	
	Assemble packages	6
	Negotiations (three contacts)	24
	Follow up and documentation of contacts	4
	Reconveyance Coordination	4
140.4	Closing Coordination	
	Coordination with Escrow	6
140.5	Preparation of Acquisition Documents	
	Preparation and management	12
140.6	WSDOT Review/Coordination	
	Submittal/Review for Certification	16
140.7	Progress Reports/Invoicing	
	Preparation and submittal	2
140.8	Valuations	
	To be performed by Appraisal Solutions Northwest, Inc.	
	HOURS PER DISCIPLINE	82

Exhibit E-2
Consultant Fee Determination - Summary Sheet
(Specific Rates of Pay)
Fee Schedule

NEGOTIATED HOURLY RATE (NHR):					
<u>Classification</u>	<u>Man Hours</u>	X	<u>Rate</u>	=	<u>Cost</u>
RIGHT OF WAY AGENT	82	X	\$115.00	=	\$ 9,430.00
	(Salary \$49.79 x 110% OH x 10% profit =\$115.00)				
Total Hours =	156				Total NHR = \$9,430.00
REIMBURSABLES:					
MILEAGE @	1,344	X	0.54	=	\$725.76
MISC. EXPENSE	0			=	\$ 0.00
			SUB TOTAL		\$725.76
SUBCONSULTANT COST:					
Appraisal Solutions Northwest @	105 hours	X	\$115.00	=	\$12,075.00
	(Salary \$49.79 x 110% OH x 10% profit =\$115.00)				
			SUB TOTAL		\$12,075.00
MANAGEMENT RESERVE FUND					
SUB TOTAL	\$22,230.76	X	0%	=	\$22,230.76
	TOTAL			=	\$22,230.76

Exhibit E-2
Consultant Fee Determination – Reimbursable Expenses
Fee Schedule

CATEGORY	QUANTITY		COST	UNIT	TOTAL COST
Copies	n/a	@	\$0.10	each	\$0.00
Telephone	n/a		n/a		\$0.00
Postage/Shipping	COST		\$		\$0.00
Field Supplies & Expenses	COST		\$0.00		\$0.00
Mileage	1,344	@	\$0.54	/mile	\$725.76
Per Diem	n/a		n/a		\$0.00
					TOTAL
					\$725.76

REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED:	TITLE: Motion authorizing the City Manager to enter into a professional services agreement with BCRA, Inc. in the amount not to exceed \$299,828.62 for design services related to the Gravelly Lake Drive SW Non-Motorized Trail project.	TYPE OF ACTION:
September 19, 2016		— ORDINANCE
		— RESOLUTION
REVIEW:		<u>X</u> MOTION 2016-43
September 19, 2016	ATTACHMENTS: Vicinity Map Scope and Budget	— OTHER

SUBMITTED BY: Don Wickstrom, P.E., Public Works Director/City Engineer

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to enter into a professional services agreement with BCRA, Inc. in the amount not to exceed \$299,828.62 for design services related to the Gravelly Lake Drive SW Non-Motorized Trail project.

DISCUSSION: The purpose of this project is to construct a non-motorized trail along Gravelly Lake Drive beginning at Washington Boulevard SW and Nyanza Road SW (north end). Improvements consist of constructing a 10-12 foot wide pathway, a 5 foot wide landscape buffer, curb/gutter, street lighting, roadway overly, and associated storm drainage improvements.

ALTERNATIVE(S): There is no practical alternative other than to not continue with the project.

FISCAL IMPACT: The City received a state Connecting Washington Tiered Pedestrian & Bicycle Safety Project grant in the amount of \$2,640,000 for the design and construction phases of the project. The grant funding is tiered between the 2015-2017 and 2018-2020 state budgets. Currently only the design phase is funded. The City is required to provide \$50,000 matching funds for the design phase. City matching funds come from both the Storm Water Management Fund (401) and the Transportation Capital Improvement Fund (302). The matching design funds are currently budgeted in the 2015-2016 Budget. The \$250,000 State funds must be expended by June 30, 2017. **(Continued on Page 2)**

<p>_____ Prepared by</p> <p>_____ Department Director</p>	 <p>_____ City Manager Review</p>
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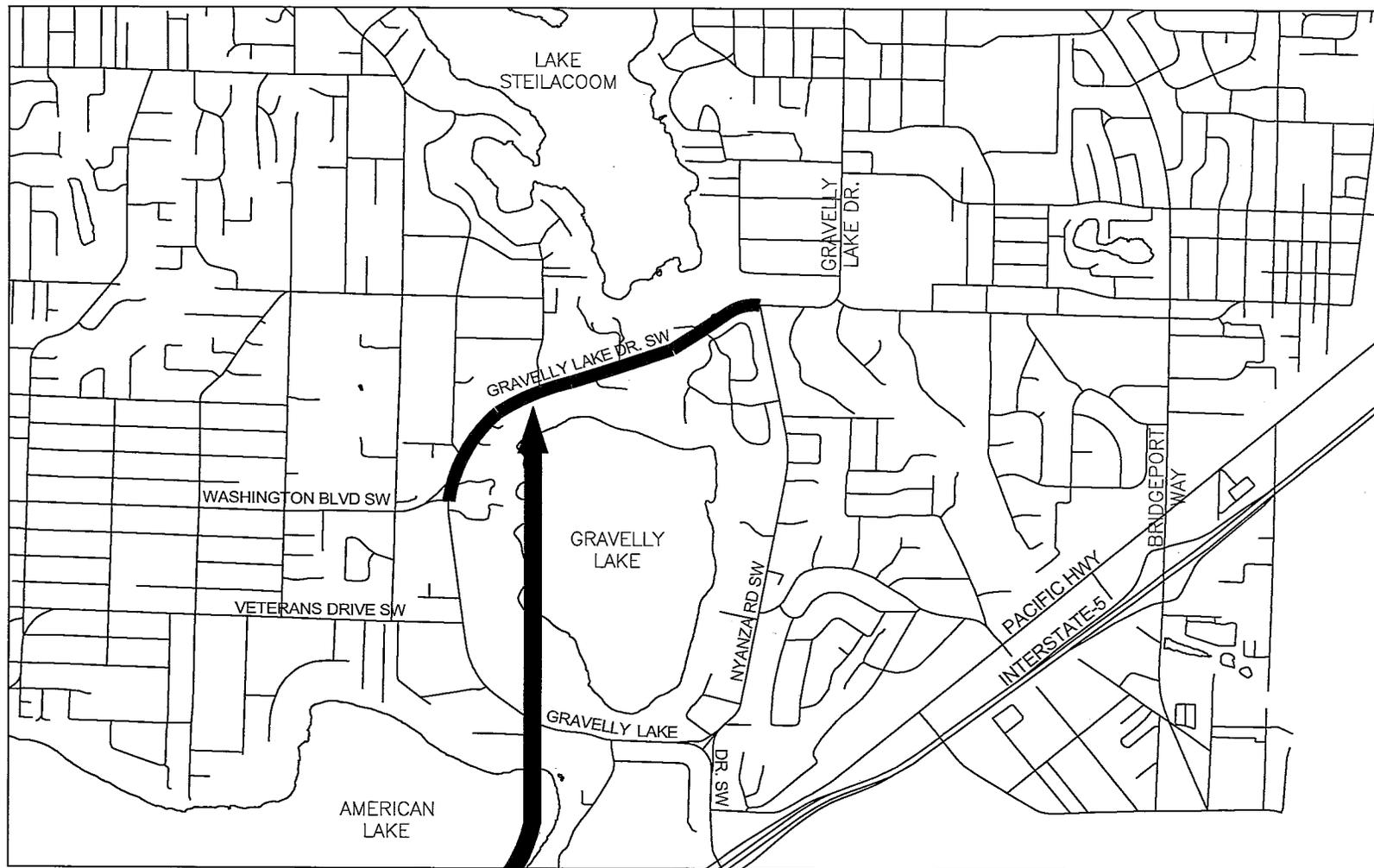
AGENDA BILL
PAGE 2

FISCAL IMPACT: (Continued from Page 1)

Below is the Project Funding Source Details

Funding Source	Design Phase	Right of Way Phase	Construction Phase	Funding Source Total
City	\$50,000	\$0	\$450,000	\$500,000
State Grant	\$250,000	\$0	\$2,390,000*	\$2,640,000
Total	\$300,000	\$0	\$2,840,000	\$3,140,000

*Requires State re-appropriation in the 2018-2020 Budget.



**PROJECT
LOCATION**

SCALE = 1:2000

GRAVELLY LAKE DRIVE IMPROVEMENTS WASHINGTON BLVD TO NYANZA RD (NORTH)						VICINITY MAP
		DATE	REVISION	DESCRIPTION	BY	
Engineering Department		6000 Main Street SW 98499			NOT TO SCALE	1 OF 1



EXHIBIT A SCOPE OF WORK

City of Lakewood Gravelly Lake Non-Motorized Trail Improvements September 12, 2016

Project Description:

BCRA will provide engineering design services as described in this Scope of Work to the City of Lakewood for the design of non-motorized trail and roadway improvements to approximately 5,000 feet of Gravelly Lake Drive SW from the slip lane of Washington Blvd to Nyanza Blvd N. Work includes design of accessible pedestrian signal (APS) pedestrian signal heads and pushbuttons to bring the traffic signal at Nyanza Blvd N into compliance with current ADA standards.

Scope of Services:

PHASE 01 – PROJECT MANAGEMENT

Task 1 Contract Administration

The following activities will be performed:

- 01.1.1 Prepare Project Management Plan (PMP).
- 01.1.2 Prepare subconsultant agreements and manage subconsultants.
- 01.1.3 Monitor and control scope, schedule, and budget.
- 01.1.4 Prepare monthly invoices and progress reports.

Assumptions:

- Project design duration will be 9 months as shown on project schedule.
- Project does not include bidding or construction phase services at this time.

Deliverables:

- Executed contract and sub-consultant agreements.
- Project Management Plan (PMP).
- Monthly invoices and progress reports.

Task 2 Coordination and Meetings

The following activities will be performed:





- 01.2.1 Prepare routine correspondence and documentation.
- 01.2.2 Prepare meeting agendas and notes.

Assumptions:

- Bi-weekly team coordination meetings/teleconferences during design phases.
- Monthly meetings with City of Lakewood.

Deliverables:

- Meeting agendas and notes.
- Copies of applicable correspondence.

PHASE 02 – GENERAL

Task 1 Utility Coordination

The following activities will be performed:

- 02.1.1 Contact utility owners to request as-built plans of their existing utilities in the project area and any planned utility work.
- 02.1.2 Facilitate a meeting with utilities to review the project and respond to questions related to impacts to their facilities.
- 02.1.3 Coordinate with surveyor to incorporate utility as-built information into the survey for design.

Assumptions:

- CAD files of existing utilities can be provided by the respective utilities at no charge to BCRA.
- Time is not included for changes to the project to account for planned utility work or to incorporate planned utility work into the project design.

Deliverables:

- Meeting notes from utility coordination meeting.
- Utility data incorporated into survey.

Task 2 Survey

BCRA will contract with Lanktree Land Surveying for utility locating, topographic, and boundary survey.

The following activities will be performed:

- 02.2.1 Contact private utility locating company and coordinate the locating of underground utilities prior to commencement of the survey.



- 02.2.2 Perform topographic survey of full right-of-way for extents of project. Topographic survey will include spot elevations, breaks-in-grade, 1-foot contour interval of topography, visible utility features, paint marks for underground utilities, extents of pavements and curbs, site features (signs, retaining walls, etc.), and roadway pavement markings. Invert elevations, pipe size, and pipe type of gravity utilities will be provided where possible.
- 02.2.3 Perform research and field work to determine right-of-way and property line locations and ownership. Incorporate information into survey. This information will be shown based on readily available data from Pierce County Auditor, Pierce County Assessor, or data provided by the City of Lakewood and sources used will be indicated on the survey.
- 02.2.4 Incorporate information provided by utility companies and other readily available sources into survey in order supplement as much missing data as is reasonably possible.

Assumptions:

- The utility locating company will locate conductible utilities. Location of utilities using ground penetrating radar or other technologies beyond basic location of conductible utilities is not included in this scope of work.
- Surveyor will locate and provide basic information (common name and diameter at breast height) of trees. Surveyor will not provide expert evaluation of tree species identification or health.
- Adjacent property owners to the project limits will be notified by the City of Lakewood prior to the commencement of survey and access will be unhindered during the entire duration of time that the survey is being performed in the field.
- Project will not require use of dedicated flaggers or other substantial traffic control devices or personnel. Surveyor's will place signs on the edge of the road indicating survey work is being performed ahead, use cones to protect immediate area of work and stay out of the path of oncoming vehicles in accordance with their company safety manual.

Deliverables:

- Topographic and boundary survey stamped and signed by Professional Land Surveyor.

Task 3 Public Involvement

It is anticipated that a single public meeting will occur to present the project to the public and solicit input related to its impact on adjacent properties.

The following activities will be performed:

- 02.3.1 Prepare materials for public meeting, including one color rendering of roadway and trail section and strip plot of aerial imagery with 30% design overlaid.
- 02.3.2 Attend and present at public meeting to solicit input regarding design interface with private properties.
- 02.3.3 Compile input and prepare meeting notes.
- 02.3.4 Coordinate with City staff on incorporation of input into design.



Assumptions:

- Public meeting will occur between 30% and 60% design phases, with presentation materials being based on 30% design drawings.
- The City of Lakewood will lead the public outreach effort, preparing and sending notices, scheduling the venue, and facilitating the meeting.
- No one-on-one meetings with property owners or follow-up with individual property owners is anticipated.

Deliverables:

- Color rendering of roadway and trail section (pdf and 1 full-size hard copy).
- Color strip plot of aerial with 30% design overlaid (pdf and 1 full-size hard copy).
- Summary of comments and input offered during meeting.

PHASE 03 – 30% DESIGN

Task 1 Civil Design

BCRA will complete 30% civil engineering design for the project.

The following activities will be performed:

- 03.1.1 Prepare 30% design strip plot showing horizontal layout and impacts to adjacent properties and infrastructure. Strip plot will include preliminary channelization design and preliminary curb ramp layouts.
- 03.1.2 Prepare 30% roadway design sections for up to three (3) locations along the roadway alignment.
- 03.1.3 Prepare engineer’s opinion of probable costs (OPC) for improvements based on 30% design.
- 03.1.4 Review project impacts against stormwater management thresholds and prepare brief (2-3 page) technical memo discussing likely stormwater requirements.
- 03.1.5 Meet with City of Lakewood staff for over-the-shoulder review of 30% design.

Assumptions:

- Duration of 30% Design phase will be 8 weeks as shown on project schedule.
- Design will be based on preliminary roadway section prepared by the City of Lakewood and generally conform to descriptions in funding documents.

Deliverables:

- 30% strip plot (pdf and 1 hard copy).
- 30% roadway section (pdf and 1 hard copy).
- 30% OPC (pdf and 1 hard copy).



- Stormwater technical memo (pdf and 1 hard copy).

Task 2 Roadway Illumination/APS Upgrade Design

BCRA will contract with Transpo Group for the design of roadway illumination and APS upgrade improvements associated with the project.

The following activities will be performed:

- 03.2.1 Prepare preliminary roadway illumination and APS upgrade design for inclusion on 30% strip plot including proposed locations of luminaires, pedestrian pushbuttons, and pedestrian signal heads.
- 03.2.2 Prepare engineer's opinion of probable cost for illumination and traffic signal improvements based on 30% design.

Assumptions:

- Design will be based on preliminary roadway section prepared by the City of Lakewood and generally conform to descriptions in funding documents.

Deliverables:

- 30% roadway illumination and APS upgrade layout.
- 30% illumination and traffic signal OPC.

Task 3 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents against the QC comments for accuracy.

The following activities will be performed:

- 03.3.1 Review 30% design documents and fill out QC checklist.
- 03.3.2 Back-check 30% design documents for inclusion of QC comments.

Assumptions:

- N/A

Deliverables:

- Copies of QC checklists will be available upon request.

PHASE 04 – 60% DESIGN

Task 1 Civil Design



BCRA will complete 60% civil engineering design for the project.

The following activities will be performed:

- 04.1.1 Prepare 60% design plans including:
 - 04.1.1.1 Cover sheet.
 - 04.1.1.2 Horizontal control plan at 1" = 100' scale (1 sheet).
 - 04.1.1.3 Demolition plans at 1" = 20' scale (5 sheets).
 - 04.1.1.4 Roadway sections (1 sheet).
 - 04.1.1.5 Roadway and drainage plan over profile sheets at 1" = 20' scale (10 sheets).
 - 04.1.1.6 Curb ramp details at 1" = 5' (3 sheets).
 - 04.1.1.7 Pavement marking and signage plans at 1" = 20' scale (5 sheets).
 - 04.1.1.8 Details (3 sheets).
- 04.1.2 Update engineer's opinion of probable costs for improvements based on 60% design.
- 04.1.3 Prepare Stormwater Site Plan detailing design of stormwater management systems.

Assumptions:

- Duration of 60% Design phase will be 7 weeks as shown on project schedule.
- City of Lakewood will provide review comments on 30% design within 2 weeks of receipt of documents.
- Comments received will not change design from the layouts shown on the 30% design.

Deliverables:

- 60% design plans (pdf and 1 full-size hard copy).
- 60% OPC (pdf and 1 hard copy).
- 60% Stormwater Site Plan (pdf and 1 hard copy).

Task 2 Roadway Illumination/APS Upgrade Design

BCRA will contract with Transpo Group for the design of roadway illumination and APS upgrade improvements associated with the project.

The following activities will be performed:

- 04.2.1 Prepare 60% illumination and traffic signal plans including:
 - 04.2.1.1 Roadway illumination plans at 1" = 40' scale (4 sheets).
 - 04.2.1.2 Roadway illumination details and notes (1 sheet).
 - 04.2.1.3 Traffic signal plans at 1" = 20' scale (1 sheet).
 - 04.2.1.4 Traffic signal details (1 sheet).
- 04.2.2 Update engineer's opinion of probable cost for illumination and traffic signal improvements based on 60% design.
- 04.2.3 Prepare supporting light level calculations as required by the City of Lakewood.



Assumptions:

- Comments received will not change design from the layouts shown on the 30% design.
- Full detail of the traffic signal is not required on the plans and that only those elements effected by the upgrades will be shown.

Deliverables:

- 60% illumination and traffic signal plans (pdf and 1 full-size hard copy).
- 60% illumination and traffic signal OPC (pdf and 1 hard copy).
- Light level calculations (pdf and 1 hard copy).

Task 3 Irrigation Design

BCRA will complete 60% irrigation design for the project.

The following activities will be performed:

- 04.3.1 Perform preliminary irrigation calculations and layout.
- 04.3.2 Prepare irrigation plan showing proposed zoning and basic layout (1 sheet).
- 04.3.3 Prepare opinion of probable costs (OPC) for the irrigation improvements based on the 60% design.

Assumptions:

- Comments received will not change design from the layouts shown on the 30% design.
- Irrigation will be for turf planter strip on one side of roadway. Turf location and seed mix will be included on civil engineering plans.

Deliverables:

- 60% irrigation plan (pdf and 1 full-size hard copy).
- 60% irrigation OPC (pdf and 1 hard copy).

Task 4 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.

The following activities will be performed:

- 04.4.1 Review 60% design documents and fill out QC checklist.
- 04.4.2 Back-check 60% design documents for inclusion of QC comments.

Assumptions:

- N/A



Deliverables:

- Copies of QC checklists will be available upon request.

PHASE 05 – 90% DESIGN

Task 1 Civil Design

BCRA will complete 90% civil engineering design for the project.

The following activities will be performed:

- 05.1.1 Prepare 90% design plans including:
 - 05.1.1.1 Cover sheet.
 - 05.1.1.2 Horizontal control plan at 1" = 100' scale (1 sheet).
 - 05.1.1.3 TESC plans at 1" = 20' scale (5 sheets).
 - 05.1.1.4 Demolition plans at 1" = 20' scale (5 sheets).
 - 05.1.1.5 Roadway sections (1 sheet).
 - 05.1.1.6 Roadway and drainage plan over profile sheets at 1" = 20' scale (10 sheets).
 - 05.1.1.7 Curb ramp details at 1" = 5' (2 sheets).
 - 05.1.1.8 Pavement marking and signage plans at 1" = 20' scale (5 sheets).
 - 05.1.1.9 Details (3 sheets).
- 05.1.2 Prepare 90% Special Provisions for the project.
- 05.1.3 Compile full specification package for review by the City of Lakewood.
- 05.1.4 Update engineer's opinion of probable costs for improvements based on 90% design.
- 05.1.5 Update Stormwater Site Plan based on 90% design.

Assumptions:

- Duration of 90% Design phase will be 5 weeks as shown on project schedule.
- City of Lakewood will provide review comments on 60% design within 2 weeks of receipt of documents.
- Comments received will not change design from the 60% design documents.
- The City of Lakewood will provide examples of recent front-end specifications in Word format.

Deliverables:

- 90% design plans (pdf and 1 full-size hard copy).
- 90% specifications (pdf and 1 hard copy).
- 90% OPC (pdf and 1 hard copy).
- Final Stormwater Site Plan (pdf and 1 hard copy).

Task 2 Roadway Illumination/APS Upgrade Design



BCRA will contract with Transpo Group for the design of roadway illumination and APS upgrade improvements associated with the project.

The following activities will be performed:

- 05.2.1 Prepare 90% illumination and traffic signal plans including:
 - 05.2.1.1 Roadway illumination plans at 1" = 40' scale (4 sheets).
 - 05.2.1.2 Roadway illumination details and notes (1 sheet).
 - 05.2.1.3 Traffic signal plans at 1" = 20' scale (1 sheet).
 - 05.2.1.4 Traffic signal details (1 sheet).
- 05.2.2 Prepare 90% electrical Special Provisions.
- 05.2.3 Update engineer's opinion of probable cost for illumination and traffic signal improvements based on 90% design.
- 05.2.4 Update supporting light level calculations based on 90% design.

Assumptions:

- Comments received will not change design from the 60% design documents.
- Full detail of the traffic signal is not required on the plans and that only those elements effected by the upgrades will be shown.

Deliverables:

- 90% illumination and traffic signal plans (pdf and 1 full-size hard copy).
- 90% electrical Special Provisions (pdf and 1 hard copy).
- 90% illumination and traffic signal OPC (pdf and 1 hard copy).
- Light level calculations (pdf and 1 hard copy).

Task 3 Irrigation Design

BCRA will complete 90% irrigation design for the project.

The following activities will be performed:

- 05.3.1 Prepare 90% irrigation plans including;
 - 05.3.1.1 Irrigation plans at 1" = 20' scale (6 sheets)
 - 05.3.1.2 Irrigation details (1 sheet)
- 05.3.2 Prepare irrigation Special Provisions.
- 05.3.3 Update opinion of probable cost for the irrigation improvements based on the 90% design.

Assumptions:

- Comments received will not change design from the 60% design documents.

Deliverables:

- 90% irrigation plans (pdf and 1 full-size hard copy).



- 90% irrigation Special Provisions (pdf and 1 hard copy).
- 90% irrigation OPC (pdf and 1 hard copy).

Task 4 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.

The following activities will be performed:

- 05.4.1 Review 90% design documents and fill out QC checklist.
- 05.4.2 Back-check 90% design documents for inclusion of QC comments.

Assumptions:

- N/A

Deliverables:

- Copies of QC checklists will be available upon request.

PHASE 06 – FINAL PS&E

Task 1 Civil Design

BCRA will prepare final plans, specifications, and estimates for the project.

The following activities will be performed:

- 06.1.1 Update plans based on comments received on the 90% plans and prepare final plans for bid.
- 06.1.2 Update Special Provisions and front-end specifications based on comments received on the 90% specifications and prepare final bid package.
- 06.1.3 Update engineer's opinion of probable costs for improvements based on final design and prepare final engineer's OPC and bid form.

Assumptions:

- Duration of Final PS&E phase will be 3 weeks as shown on project schedule.
- City of Lakewood will provide review comments on 90% design within 2 weeks of receipt of documents.
- Comments received will not change design from the 90% design documents.

Deliverables:

- Final design plans (pdf and 1 full-size, unbound, wet-signed, hard copy).



- Final bid package (pdf and 1 hard copy, with division of appendices).
- Final OPC (pdf, Excel, and 1 hard copy).

Task 2 Roadway Illumination/APS Upgrade Design

BCRA will contract with Transpo Group for the design of roadway illumination and APS upgrade improvements associated with the project.

The following activities will be performed:

- 06.2.1 Update illumination and traffic signal plans based on comments received on the 90% plans and prepare final plans for bid.
- 06.2.2 Update electrical Special Provisions for bid.
- 06.2.3 Update engineer's opinion of probable costs for illumination and traffic signal improvements based on final design.

Assumptions:

- Comments received will not change design from the 90% design documents.

Deliverables:

- Final illumination and traffic signal plans (pdf and 1 full-size, unbound, wet-signed, hard copy).
- Final electrical Special Provisions (pdf and 1 hard copy).
- Final illumination and traffic signal OPC (pdf and 1 hard copy).

Task 3 Irrigation Design

BCRA will prepare final irrigation plans, specifications, and estimates for the project.

The following activities will be performed:

- 06.3.1 Update irrigation plans based on comments received on the 90% plans and prepare final plans for bid.
- 06.3.2 Update irrigation Special Provisions for bid.
- 06.3.3 Update engineer's opinion of probable costs for irrigation improvements based on final design.

Assumptions:

- Comments received will not change design from the 90% design documents.

Deliverables:

- Final irrigation plans (pdf and 1 full-size, unbound, wet-signed, hard copy).
- Final irrigation Special Provisions (pdf and 1 hard copy).
- Final irrigation OPC (pdf, Excel, and 1 hard copy).



Task 4 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.

The following activities will be performed:

- 06.4.1 Review final design documents and fill out QC checklist.
- 06.4.2 Back-check final design documents for inclusion of QC comments.

Assumptions:

- N/A

Deliverables:

- Copies of QC checklists will be available upon request.

Overall Project Assumptions:

1. Geotechnical investigations, analysis, and design are not a part of this Scope of Work. Pavement sections and luminaire foundations will be in accordance with City of Lakewood standard plans. Stormwater infiltration facilities will be designed in accordance with City of Lakewood standards.
2. Bidding and construction phase services, if needed, will be added as an additional service or performed under a new contract and are not a part of this Scope of Work.
3. The project will be designed in accordance with the 2005 Stormwater Management Manual for Western Washington (SWMM).
4. The City of Lakewood will prepare the SEPA/NEPA documentation and coordinate its review. Environmental permitting is not included in this Scope of Work.
5. The City of Lakewood will register the project's stormwater infiltration facilities under the WA State Dept. of Ecology's (WADOE) Underground Injection Control (UIC) program. UIC registration is not included in this Scope of Work.
6. Preparation of the Stormwater Pollution Prevention Plan (SWPPP) will be by the contractor at time of construction and is not included in this Scope of Work. The special provisions and OPC will reflect this.
7. Traffic control plans will be prepared by the City of Lakewood. Preparation of traffic control plans is not included in this Scope of Work.
8. The project will not require design of sanitary sewer mains, water mains, or other utility main work. Design of utility mains is not included in this Scope of Work. Design of incidental utility work including raising existing structures to grade and relocations of hydrants or meters is included.



9. Retaining walls greater than 4 feet in total height will not be required for the construction of the project. Structural design of retaining walls is not included in this Scope of Work.
10. Transpo will coordinate with the electrical service provider for a power source location and design the service cabinet for the illumination system. Design of transformers or other improvements to the electrical infrastructure is not included in this Scope of Work.
11. Landscape design for the project will be limited to specification of seed mixes for permanent stabilization of disturbed areas and turf planter. Planting plans and specification of plants are not included in this Scope of Work.
12. Water pressure will be adequate to operate the spray irrigation system on a single point of connection without a booster pump. Design of multiple irrigation POCs or booster pumps is not included in this Scope of Work.
13. Right-of-way acquisitions, negotiations, easements, and/or legal descriptions will not be required or will be provided by others and are not included in this Scope of Work.
14. All deliverables will be sent to the client via electronic file exchange. Printing and delivery of hard copies will be billed as reimbursable expenses. Estimated printing expenses are based on quantities of copies listed in Scope of Services.
15. Scope is based on the durations noted under each phase. Additional fees may be necessary if project extends beyond those durations.

**EXHIBIT D
Prime Consultant Cost Computations**

Gravelly Lake Non-Motorized Trail
Project No.: 16013.00.03
Date of Estimate: 9/12/2016
Prepared By: JBD

PAY RATES:

	Principal/ QC	Project Manager	Civil Engineer	Civil Eng. Designer	Civil Eng. Technician	Landscape Architect	Landscape Designer	Billing Specialist
Staff Initials	DGM	JBD	ZMC	SMP	RMB	JM	ES	JB
Staff Category	Staff 14	Staff 10	Staff 07	Staff 04	Staff 05	Staff 10	Staff 04	Staff 02
Direct Labor Cost (DLC)	\$69.71	\$45.67	\$37.98	\$27.40	\$32.21	\$47.12	\$27.40	\$22.53
Indirect Cost (ICR x DLC)	\$136.08	\$89.15	\$74.14	\$53.49	\$62.88	\$91.98	\$53.49	\$43.98
Fixed Fee (FFR x DLC)	\$20.91	\$13.70	\$11.39	\$8.22	\$9.66	\$14.14	\$8.22	\$6.76
Burdended Rate (DLC+IC+FF)/Hr	\$226.70	\$148.52	\$123.51	\$89.11	\$104.75	\$153.24	\$89.11	\$73.27
Indirect Cost Rate (ICR)	195.21%							
Fixed Fee Rate (FFR)	30.00%							

LABOR:

Phase/Task	Principal/ QC	Project Manager	Civil Engineer	Civil Eng. Designer	Civil Eng. Technician	Landscape Architect	Landscape Designer	Billing Specialist	Hours	Cost
01 PROJECT MANAGEMENT										
1 Contract Administration	5	26	2	2	0	0	0	14	49	\$6,446.15
2 Coordination and Meetings	4	48	40	40	8	0	0	0	140	\$17,378.83
								PH 01 Total	189	\$23,824.98
02 GENERAL										
1 Utility Coordination	0	4	16	2	0	0	0	0	22	\$2,748.54
2 Public Involvement	1	16	0	8	4	0	16	0	45	\$5,160.66
								PH 02 Total	67	\$7,909.20
03 30% DESIGN										
1 Civil Design	2	58	74	106	32	0	0	0	272	\$31,005.26
3 QA/QC	2	6	12	12	6	0	0	0	38	\$4,524.52
								PH 03 Total	310	\$35,529.78
04 60% DESIGN										
1 Civil Design	0	80	132	224	72	0	0	0	508	\$55,687.92
3 Irrigation Design	0	0	0	0	0	20	24	0	44	\$5,203.36
4 QA/QC	4	10	16	16	8	0	0	0	54	\$6,632.01
								PH 04 Total	606	\$67,523.29
05 90% DESIGN										
1 Civil Design	0	86	152	138	54	0	0	0	430	\$49,500.60
3 Irrigation Design	0	0	0	0	0	30	56	0	86	\$9,587.19
4 QA/QC	6	14	24	24	8	0	0	0	76	\$9,380.49
								PH 05 Total	592	\$68,468.28
06 FINAL PS&E										
1 Civil Design	0	60	84	80	24	0	0	0	248	\$28,929.25
3 Irrigation Design	0	0	0	0	0	20	24	0	44	\$5,203.36
4 QA/QC	4	8	12	12	8	0	0	0	44	\$5,484.47
								PH 06 Total	336	\$39,617.08
Total Hours	28	416	564	664	224	70	120	14	2100	
Total Cost	\$6,347.71	\$61,785.74	\$69,662.32	\$59,167.41	\$23,464.03	\$10,726.73	\$10,692.90	\$1,025.78		\$242,872.62

SUBCONSULTANTS:

Firm	Cost
Lanktree Land Surveying, Inc.	\$28,156.00
Transpo Group USA, Inc.	\$26,100.00

REIMBURSABLE EXPENSES:

Item	Cost
Mileage	\$200.00
Printing	\$2,500.00

TOTALS:

Total Prime Consultant	\$242,872.62
Total Subconsultants	\$54,256.00
Total Reimbursable Expenses	\$2,700.00

TOTAL FEE ESTIMATE	\$299,828.62
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Lanktree Land Surveying, Inc.
 421 "B" Street NE
 Auburn, WA 98002
 (253) 653-6423
 www.lanktreelandsurveying.com

City of Lakewood
 Gravelly Lake Non-Motorized Trail

2016-09-07 BCRA Lakewood Street Improvement Project 2016														Wednesday, September 7, 2016							
BCRA Inc		Scope		Contact: Ben Dort				Phone: 253-627-4367													
Activity Type/ Task	Type	Project Status/ Resource	PM/ Reference	Task Status	Priority	% Comp	% Comp Date	Est Start Date	Est Comp Date	Act Start Date	Act Comp Date	% Dist	Hours	Resource Hours/ Units	Resource Direct Labor (DLC)	Indirect Cost (ICR)	Fixed Fee Rate (FFR)	Burdened Rate	Contract	Resource Contract	
BCRA Lakewood Street Improvement Project 2016		Preliminary	TSL																		
Gravelly Lake Drive		Preliminary	TSL										336.0							28,156	
Boundary and Topographic Survey		Preliminary	TSL										308.0	308.0						25,306	25,306
Labor	R Professional Land Surveyor	Trevor S. Lanktree												48.0	38.0	41.80	11.40	91.20		4,378	
Labor	R Party Chief-Field	Ronald R. Chester												90.0	39.0	42.90	11.70	93.60		8,424	
Labor	R Additional Crew Member	Alexsandr S. Smirnov												90.0	25.0	27.50	7.50	60.00		5,400	
Labor	R Survey Technician	Andy P. Somera												72.0	38.0	41.80	11.40	91.20		6,566	
Labor	R Project Administration	Jaime Dye												8.0	28.0	30.80	8.40	67.20		538	
Utility Locates		Preliminary	TSL										30.0	30.0						2,850	
Subconsultant	R Utility Locate Services													30.0						95.00	2,850

Indirect Cost Rate	110.00%
Fixed Fee Rate (FFR)	30.00%

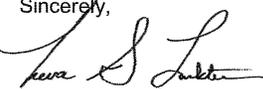
Sincerely,

 Trevor S. Lanktree, P.L.S.
 President

EXHIBIT E - Sub-Consultant Cost Computations

EXHIBIT E - Sub-Consultant Cost Computations

Transpo Group USA, Inc.

Cost Estimate Worksheet

Number / Project Name
16009:03 Gravelly Lake Trail

Pay rates are effective from June 25, 2016 through June 23, 2017, within the ranges shown in the attachment. Only key staff are shown and other staff may work on and charge to the project as needed by the project manager

	Project Manager	Quality Control	Project Engineer	CAD/ Graphics	Project Admin
initials	RP	GSM	JZP	RM	CLF
job title	Eng L5	Eng L6	Eng L4	Eng L2	PA L2
cost rate	\$155.33	\$184.23	\$129.97	\$91.93	\$82.42

Labor:

	Work Task						Hours	Cost
1	Phase 3, Task 2 - 30% Design	5	2	12	20	1	40	\$4,626
2	Phase 4, Task 2 - 60% Design	8	5	16	50	1	80	\$8,922
3	Phase 5, Task 2 - 90% Design	8	5	16	50	1	80	\$8,922
4	Phase 6, Task 2 - Final PS&E	4	2	6	20		32	\$3,608
5							0	\$0
6							0	\$0
7							0	\$0
8							0	\$0
9							0	\$0
10							0	\$0
11							0	\$0
12							0	\$0
13							0	\$0
14							0	\$0
15							0	\$0
16							0	\$0
17							0	\$0
18							0	\$0
19							0	\$0
20							0	\$0
Total Hours		25	14	50	140	3	232	
Labor Costs		\$3,883	\$2,579	\$6,499	\$12,870	\$247		\$26,078

Reimbursable Expenses:

Item	Reimburs. Cost
1 Application	
2 Business Meals	
3 Mileage	
4 Miscellaneous	
5 Models/Renderings/Photos	
6 Parking	
7 Records Filing	
8 Registrations	
9 Reproductions	
10 Shipping/Courier	
11 Specialty Software	
12 Supplies	
13 Traffic Accident Data	
14 Traffic Count Vendors	
15 Travel, Hotel, Taxi, & Air Fare	
Sub Total	\$0
Total (Cost + 15 percent)	\$0

Subconsultants:

Firm	Subs. Cost
1 Subconsultant A	
2 Subconsultant B	
3 Subconsultant C	
4 Subconsultant D	
5 Subconsultant E	
Sub Total	\$0
Total (Cost + 15 percent)	\$0

TOTAL ESTIMATE	\$26,100
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REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED:	TITLE: Motion authorizing the City Manager to enter into a professional services agreement with BCRA Inc. in the amount not to exceed \$99,915.18 for design services related to the John Dower Safe Routes to Schools project.	TYPE OF ACTION:
September 19, 2016		— ORDINANCE
		— RESOLUTION
REVIEW:	ATTACHMENTS:	<input checked="" type="checkbox"/> MOTION 2016-44
September 19, 2016	Vicinity Map Scope and Budget	— OTHER

SUBMITTED BY: Don Wickstrom, P.E., Public Works Director/City Engineer

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to enter into a professional services agreement with BCRA Inc. in the amount not to exceed \$99,915.18 for design services related to the John Dower Safe Routes to Schools project.

DISCUSSION: The purpose of this project is construct pedestrian and bicycle facilities along the east side of John Dower Road SW between Custer Road SW and Steilacoom Boulevard SW. Improvements consist of constructing curb, gutter and sidewalk, widening the north bound lane to 14 feet, installing street lighting and installing two push button activated rapid flashing beacon pedestrian crossings. Additional improvements will consist of constructing storm drainage facilities to accommodate the new roadway section. The project is approximately 2,500 feet in length.

(Continued on Page 2)

ALTERNATIVE(S): There is no practical alternative other than to not continue with the project.

FISCAL IMPACT: The City received a Federal Safe Routes to Schools (SRTS) grant in the amount of \$550,000 for the design, and construction phases of the project. The City is required to provide a \$200,000 match. City funds come from both the Storm Water Management Fund (401) and the Transportation Capital Improvement Fund (302). City matching funds budgeted for in the 2015-2016 Budget.

(Continued on Page 2)

Prepared by	
Department Director	City Manager Review

AGENDA BILL

PAGE 2

DISCUSSION: (Continued from Page 1)

The City submitted for this Safe Routes to Schools (SRTS) Grant in March 2014 and had developed a project delivery schedule accordingly. In December 2014, the City was informed that the project had not made the funding cut off priority list. As such, the City moved ahead with other project priorities.

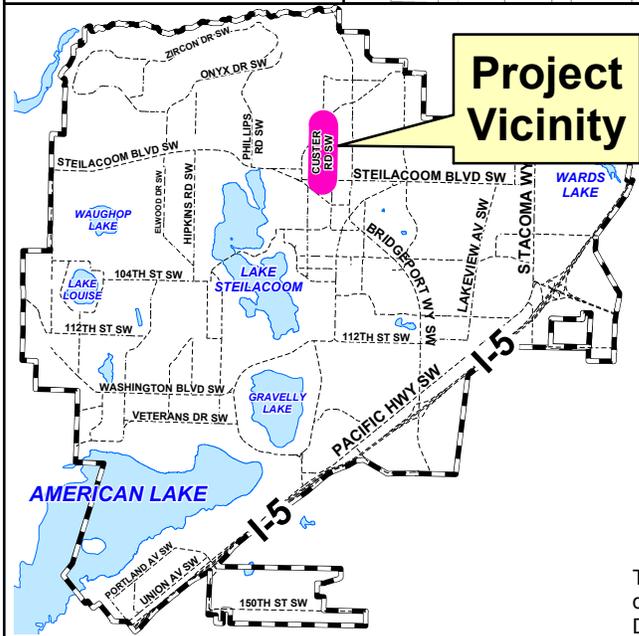
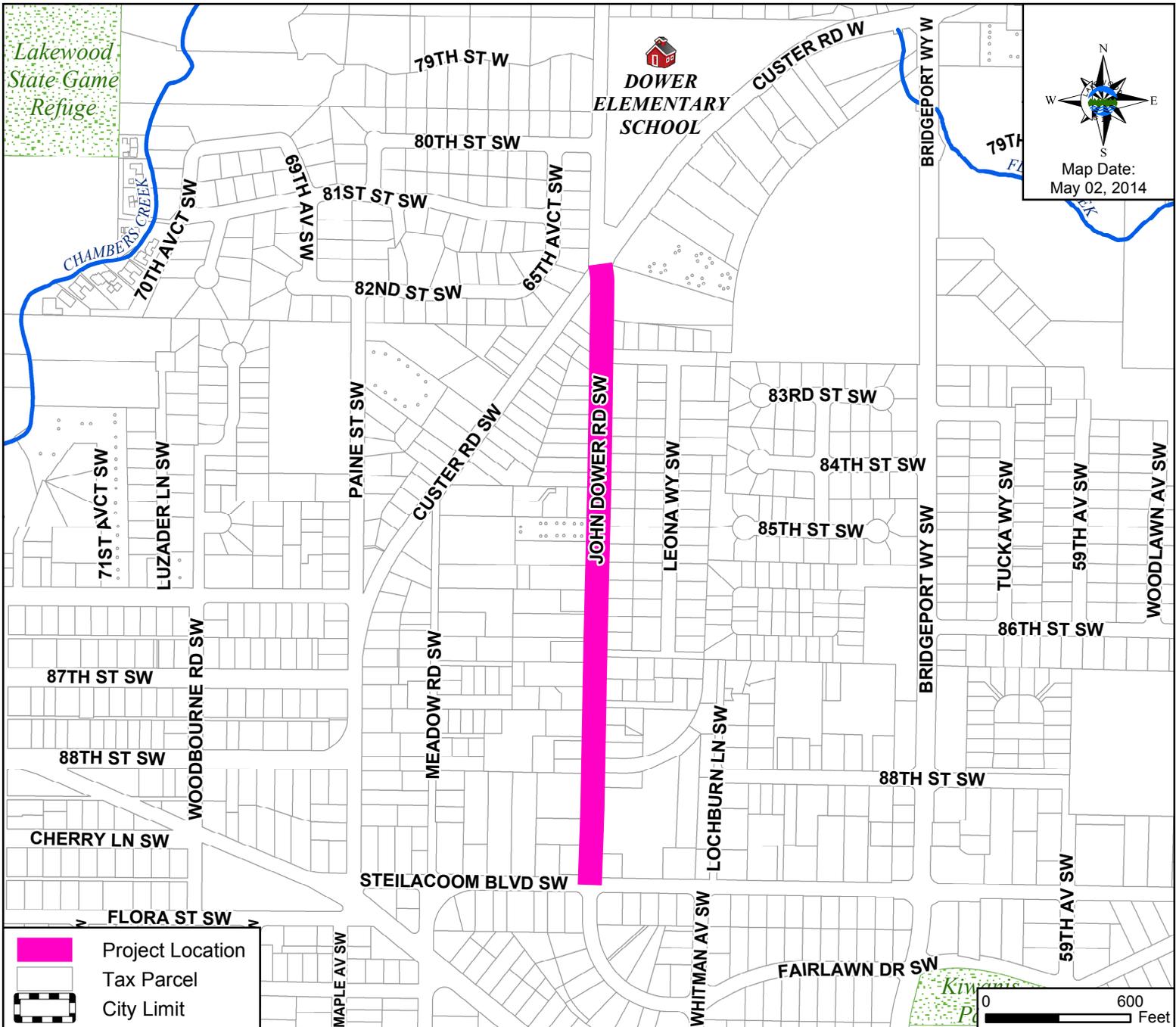
In September of 2015, the City was notified that the project had in fact been funded but only if the original project delivery schedule remained intact. The City indicated that they would not be able to accept the grant unless the original schedule could be amended to reflect the late notification of award. WSDOT finally agreed to an amended schedule but not to the extent reflected in the grant award delay. Below is the original and revised schedule as accepted by WSDOT. This project must be out to contract ad by March of 2017. Given existing commitments on other projects, City staff requires design assistance on this project to meet the amended delivery schedule.

Milestone	Original Schedule	Amended Schedule
Project Definition – STIP Programming	9/2015	2/2016
Begin Design	10/2015	3/2016
NEPA/SEPA Kick Off	11/2015	6/2016
Environmental Documents Approved	3/2016	10/2016
Geometric 30% Design	3/2016	6/2016
Estimated Contract Ad	8/2016	3/2017
Estimated Contract Award Date	9/2016	4/2017
Open to the Public	12/2016	9/2017

FISCAL IMPACT: (Continued from Page 1)

Below is the Project Funding Source Total

Funding Source	Design Phase	Construction Phase	Funding Source Total
City	\$50,000	\$150,0000	\$200,000
SRTS	\$50,000	\$500,000	\$550,000
Total	\$100,000	\$650,000	\$750,000



City of Lakewood Public Works

John Dower Rd SW: Custer Rd SW to Steilacoom Blvd SW Dower Elementary School Safe Routes to School Grant

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.



EXHIBIT A SCOPE OF WORK

City of Lakewood John Dower Road Sidewalk Improvements September 12, 2016

Project Description:

BCRA will provide engineering design services as described in this Scope of Work to the City of Lakewood for the design of curb, gutter, sidewalk, and illumination improvements to approximately 2,600 feet of John Dower Road from Steilacoom Blvd to Custer Road. Work includes design of push button activated rectangular rapid flashing beacons (RRFBs) and associated curb ramps for roadway crossings at two locations.

Scope of Services:

PHASE 01 – PROJECT MANAGEMENT

Task 1 Contract Administration

The following activities will be performed:

- 01.1.1 Prepare Project Management Plan (PMP).
- 01.1.2 Prepare subconsultant agreements and manage subconsultants.
- 01.1.3 Monitor and control scope, schedule, and budget.
- 01.1.4 Prepare monthly invoices and progress reports.

Assumptions:

- Project design duration will be 6 months as shown on project schedule.
- Project does not include bidding or construction phase services at this time.

Deliverables:

- Executed contract and sub-consultant agreements.
- Project Management Plan (PMP).
- Monthly invoices and progress reports.

Task 2 Coordination and Meetings

The following activities will be performed:





01.2.1 Prepare routine correspondence and documentation.

01.2.2 Prepare meeting agendas and notes.

Assumptions:

- Bi-weekly team coordination meetings/teleconferences during design phases.
- Monthly meetings with City of Lakewood.

Deliverables:

- Meeting agendas and notes.
- Copies of applicable correspondence.

PHASE 02 – GENERAL

Task 1 Utility Coordination

The following activities will be performed:

- 02.1.1 Contact utility owners to request as-built plans of their existing utilities in the project area and any planned utility work.
- 02.1.2 Coordinate with surveyor to incorporate utility as-built information into the survey for design.

Assumptions:

- CAD files of existing utilities can be provided by the respective utilities at no charge to BCRA.
- Time is not included for changes to the project to account for planned utility work or to incorporate planned utility work into the project design.

Deliverables:

- Utility data incorporated into survey.

Task 2 Survey

BCRA will contract with Lanktree Land Surveying for utility locating, topographic, and boundary survey.

The following activities will be performed:

- 02.2.1 Contact private utility locating company and coordinate the locating of underground utilities prior to commencement of the survey.
- 02.2.2 Perform research and field work to determine right-of-way and property line locations and ownership. Incorporate information into survey. This information will be shown based on readily available data from Pierce County Auditor, Pierce County Assessor, or data provided by the City of Lakewood and sources used will be indicated on the survey.



02.2.3 Incorporate information provided by utility companies and other readily available sources into survey in order supplement as much missing data as is reasonably possible.

Assumptions:

- The utility locating company will locate conductible utilities. Location of utilities using ground penetrating radar or other technologies beyond basic location of conductible utilities is not included in this scope of work.
- Surveyor will locate and provide basic information (common name and diameter at breast height) of trees. Surveyor will not provide expert evaluation of tree species identification or health.
- Adjacent property owners to the project limits will be notified by the City of Lakewood prior to the commencement of survey and access will be unhindered during the entire duration of time that the survey is being performed in the field.
- Project will not require use of dedicated flaggers or other substantial traffic control devices or personnel. Surveyor's will place signs on the edge of the road indicating survey work is being performed ahead, use cones to protect immediate area of work and stay out of the path of oncoming vehicles in accordance with their company safety manual.

Deliverables:

- Topographic and boundary survey stamped and signed by Professional Land Surveyor.

PHASE 03 – 30% DESIGN

Task 1 Civil Design

BCRA will complete 30% civil engineering design for the project.

The following activities will be performed:

- 03.1.1 Prepare 30% design strip plot showing horizontal layout and impacts to adjacent properties and infrastructure. Strip plot will include preliminary channelization design and preliminary curb ramp layouts.
- 03.1.2 Prepare 30% roadway design sections for up to one (1) location along the roadway alignment.
- 03.1.3 Review project impacts against stormwater management thresholds and prepare brief (2-3 page) technical memo discussing likely stormwater requirements.
- 03.1.4 Meet with City of Lakewood staff for over-the-shoulder review of 30% design.

Assumptions:

- Duration of 30% Design phase will be 4 weeks as shown on project schedule.
- Design will be based on preliminary roadway section prepared by the City of Lakewood and generally conform to descriptions in funding documents.



Deliverables:

- 30% strip plot (pdf and 1 hard copy).
- 30% roadway section (pdf and 1 hard copy).
- Stormwater technical memo (pdf and 1 hard copy).

PHASE 04 – 60% DESIGN

Task 1 Civil Design

BCRA will complete 60% civil engineering design for the project.

The following activities will be performed:

- 04.1.1 Prepare 60% design plans including:
 - 04.1.1.1 Cover sheet.
 - 04.1.1.2 Horizontal control plan at 1" = 100' scale (1 sheet).
 - 04.1.1.3 Demolition plans at 1" = 20' scale (3 sheets).
 - 04.1.1.4 Roadway sections (1 sheet).
 - 04.1.1.5 Roadway and drainage plan over profile sheets at 1" = 20' scale (6 sheets).
 - 04.1.1.6 Curb ramp details at 1" = 5' (2 sheets).
 - 04.1.1.7 Pavement marking and signage plans at 1" = 20' scale (3 sheets).
 - 04.1.1.8 Details (2 sheets).
- 04.1.2 Prepare engineer's opinion of probable costs for improvements based on 60% design.
- 04.1.3 Prepare Stormwater Site Plan detailing design of stormwater management systems.

Assumptions:

- Duration of 60% Design phase will be 4 weeks as shown on project schedule.
- City of Lakewood will provide review comments on 30% design within 2 weeks of receipt of documents.
- Comments received will not change design from the layouts shown on the 30% design.

Deliverables:

- 60% design plans (pdf and 1 full-size hard copy).
- 60% OPC (pdf and 1 hard copy).
- 60% Stormwater Site Plan (pdf and 1 hard copy).

Task 2 Roadway Illumination/RRFB Design

BCRA will contract with Transpo Group for the design of roadway illumination and RRFB improvements associated with the project.

The following activities will be performed:



- 04.2.1 Prepare 60% illumination and RRFB signal plans including:
 - 04.2.1.1 Roadway illumination plans at 1" = 40' scale (2 sheets).
 - 04.2.1.2 RRFB signal plans at 1" = 20' scale (1 sheet).
- 04.2.2 Prepare engineer's opinion of probable cost for illumination and RRFB signal improvements based on 60% design.
- 04.2.3 Prepare supporting light level calculations as required by the City of Lakewood.

Assumptions:

- Comments received will not change design from the layouts shown on the 30% design.

Deliverables:

- 60% illumination and RRFB signal plans (pdf and 1 full-size hard copy).
- 60% illumination and RRFB signal OPC (pdf and 1 hard copy).
- Light level calculations (pdf and 1 hard copy).

Task 3 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.

The following activities will be performed:

- 04.3.1 Review 60% design documents and fill out QC checklist.
- 04.3.2 Back-check 60% design documents for inclusion of QC comments.

Assumptions:

- N/A

Deliverables:

- Copies of QC checklists will be available upon request.

PHASE 05 – 90% DESIGN

Task 1 Civil Design

BCRA will complete 90% civil engineering design for the project.

The following activities will be performed:

- 05.1.1 Prepare 90% design plans including:
 - 05.1.1.1 Cover sheet.
 - 05.1.1.2 Horizontal control plan at 1" = 100' scale (1 sheet).



- 05.1.1.3 Typical traffic control plans (2 sheets).
- 05.1.1.4 Demolition and TESC plans at 1" = 20' scale (3 sheets).
- 05.1.1.5 Roadway sections (1 sheet).
- 05.1.1.6 Roadway and drainage plan over profile sheets at 1" = 20' scale (6 sheets).
- 05.1.1.7 Curb ramp details at 1" = 5' (2 sheets).
- 05.1.1.8 Pavement marking and signage plans at 1" = 20' scale (3 sheets).
- 05.1.1.9 Details (2 sheets).
- 05.1.2 Prepare 90% Special Provisions for the project.
- 05.1.3 Compile full specification package for review by the City of Lakewood.
- 05.1.4 Update engineer's opinion of probable costs for improvements based on 90% design.
- 05.1.5 Update Stormwater Site Plan based on 90% design.

Assumptions:

- Duration of 90% Design phase will be 3 weeks as shown on project schedule.
- City of Lakewood will provide review comments on 60% design within 2 weeks of receipt of documents.
- Comments received will not change design from the 60% design documents.
- The City of Lakewood will provide examples of recent front-end specifications in Word format.

Deliverables:

- 90% design plans (pdf and 1 full-size hard copy).
- 90% specifications (pdf and 1 hard copy).
- 90% OPC (pdf and 1 hard copy).
- Final Stormwater Site Plan (pdf and 1 hard copy).

Task 2 Roadway Illumination/RRFB Design

BCRA will contract with Transpo Group for the design of roadway illumination and RRFB improvements associated with the project.

The following activities will be performed:

- 05.2.1 Prepare 90% illumination and RRFB signal plans including:
 - 05.2.1.1 Roadway illumination plans at 1" = 40' scale (2 sheets).
 - 05.2.1.2 Roadway illumination details and notes (1 sheet).
 - 05.2.1.3 RRFB signal plans at 1" = 20' scale (1 sheet).
 - 05.2.1.4 RRFB signal details (1 sheet).
- 05.2.2 Prepare 90% electrical Special Provisions.
- 05.2.3 Update engineer's opinion of probable cost for illumination and RRFB signal improvements based on 90% design.
- 05.2.4 Update supporting light level calculations based on 90% design.



Assumptions:

- Comments received will not change design from the 60% design documents.

Deliverables:

- 90% illumination and RRFB signal plans (pdf and 1 full-size hard copy).
- 90% electrical Special Provisions (pdf and 1 hard copy).
- 90% illumination and RRFB signal OPC (pdf and 1 hard copy).
- Light level calculations (pdf and 1 hard copy).

Task 3 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.

The following activities will be performed:

- 05.3.1 Review 90% design documents and fill out QC checklist.
- 05.3.2 Back-check 90% design documents for inclusion of QC comments.

Assumptions:

- N/A

Deliverables:

- Copies of QC checklists will be available upon request.

PHASE 06 – FINAL PS&E

Task 1 Civil Design

BCRA will prepare final plans, specifications, and estimates for the project.

The following activities will be performed:

- 06.1.1 Update plans based on comments received on the 90% plans and prepare final plans for bid.
- 06.1.2 Update Special Provisions and front-end specifications based on comments received on the 90% specifications and prepare final bid package.
- 06.1.3 Update engineer’s opinion of probable costs for improvements based on final design and prepare final engineer’s OPC and bid form.

Assumptions:

- Duration of Final PS&E phase will be 2 weeks as shown on project schedule.



- City of Lakewood will provide review comments on 90% design within 2 weeks of receipt of documents.
- Comments received will not change design from the 90% design documents.

Deliverables:

- Final design plans (pdf and 1 full-size, unbound, wet-signed, hard copy).
- Final bid package (pdf and 1 hard copy, with division of appendices).
- Final OPC (pdf, Excel, and 1 hard copy).

Task 2 Roadway Illumination/RRFB Design

BCRA will contract with Transpo Group for the design of roadway illumination and RRFB improvements associated with the project.

The following activities will be performed:

- 06.2.1 Update illumination and RRFB signal plans based on comments received on the 90% plans and prepare final plans for bid.
- 06.2.2 Update electrical Special Provisions for bid.
- 06.2.3 Update engineer's opinion of probable costs for illumination and RRFB signal improvements based on final design.

Assumptions:

- Comments received will not change design from the 90% design documents.

Deliverables:

- Final illumination and RRFB signal plans (pdf and 1 full-size, unbound, wet-signed, hard copy).
- Final electrical Special Provisions (pdf and 1 hard copy).
- Final illumination and RRFB signal OPC (pdf and 1 hard copy).

Task 3 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.

The following activities will be performed:

- 06.3.1 Review final design documents and fill out QC checklist.
- 06.3.2 Back-check final design documents for inclusion of QC comments.

Assumptions:

- N/A



Deliverables:

- Copies of QC checklists will be available upon request.

Overall Project Assumptions:

1. Geotechnical investigations, analysis, and design are not a part of this Scope of Work. Pavement sections and luminaire foundations will be in accordance with City of Lakewood standard plans. Stormwater infiltration facilities will be designed in accordance with City of Lakewood standards.
2. Bidding and construction phase services, if needed, will be added as an additional service or performed under a new contract and are not a part of this Scope of Work.
3. The project will be designed in accordance with the 2005 Stormwater Management Manual for Western Washington (SWMM).
4. The City of Lakewood will prepare the SEPA/NEPA documentation and coordinate its review. Environmental permitting is not included in this Scope of Work.
5. The City of Lakewood will register the project's stormwater infiltration facilities under the WA State Dept. of Ecology's (WADOE) Underground Injection Control (UIC) program. UIC registration is not included in this Scope of Work.
6. Preparation of the Stormwater Pollution Prevention Plan (SWPPP) will be by the contractor at time of construction and is not included in this Scope of Work. The special provisions and OPC will reflect this.
7. Traffic control plans will be prepared by the City of Lakewood. Preparation of traffic control plans is not included in this Scope of Work.
8. The project will not require design of sanitary sewer mains, water mains, or other utility main work. Design of utility mains is not included in this Scope of Work. Design of incidental utility work including raising existing structures to grade and relocations of hydrants or meters is included.
9. Retaining walls greater than 4 feet in total height will not be required for the construction of the project. Structural design of retaining walls is not included in this Scope of Work.
10. Transpo will coordinate with the electrical service provider for a power source location and design the service cabinet for the illumination system. Design of transformers or other improvements to the electrical infrastructure is not included in this Scope of Work.
11. Landscape design for the project will be limited to specification of seed mixes for permanent stabilization of disturbed areas. Planting plans, specification of plants, and irrigation design are not included in this Scope of Work.
12. Right-of-way acquisitions, negotiations, easements, and/or legal descriptions will not be required or will be provided by others and are not included in this Scope of Work.



13. Assisting the City of Lakewood with public involvement, including preparing materials for or presenting at public meetings, one-on-one meetings with property owners, or facilitating public input or participation is not a part of this Scope of Work.
14. All deliverables will be sent to the client via electronic file exchange. Printing and delivery of hard copies will be billed as reimbursable expenses. Estimated printing expenses are based on quantities of copies listed in Scope of Services.
15. Scope is based on the durations noted under each phase. Additional fees may be necessary if project extends beyond those durations.



2106 Pacific Avenue, Suite 300
Tacoma, WA 98402
T (253) 627-4367

EXHIBIT D
Prime Consultant Cost Computations

John Dower Road Sidewalk Improvements

Project No.: 16013.00.03
Date of Estimate: 9/12/2016
Prepared By: JBD

PAY RATES:

	Principal/ QC	Project Manager	Civil Engineer	Civil Eng. Designer	Civil Eng. Technician	Billing Specialist
Staff Initials	DGM	JBD	ZMC	SMP	RMB	JB
Staff Category	Staff 14	Staff 10	Staff 07	Staff 04	Staff 05	Staff 02
Direct Labor Cost (DLC)	\$69.71	\$45.67	\$37.98	\$27.40	\$32.21	\$22.53
Indirect Cost (ICR x DLC)	\$136.08	\$89.15	\$74.14	\$53.49	\$62.88	\$43.98
Fixed Fee (FFR x DLC)	\$20.91	\$13.70	\$11.39	\$8.22	\$9.66	\$6.76
Burdened Rate (DLC+IC+FF)/H	\$226.70	\$148.52	\$123.51	\$89.11	\$104.75	\$73.27
Indirect Cost Rate (ICR)	195.21%					
Fixed Fee Rate (FFR)	30.00%					

LABOR:

Phase/Task	Principal/ QC	Project Manager	Civil Engineer	Civil Eng. Designer	Civil Eng. Technician	Billing Specialist	Hours	Cost
01 PROJECT MANAGEMENT								
1 Contract Administration	2	14	0	0	0	4	20	\$2,825.81
2 Coordination and Meetings	1	24	24	24	2	0	75	\$9,103.70
						PH 01 Total	95	\$11,929.52
02 GENERAL								
1 Utility Coordination	0	2	8	0	0	0	10	\$1,285.16
						PH 02 Total	10	\$1,285.16
03 30% DESIGN								
1 Civil Design	0	24	30	44	14	0	112	\$12,657.24
3 QA/QC	1	2	4	4	0	0	11	\$1,374.24
						PH 03 Total	123	\$14,031.48
04 60% DESIGN								
1 Civil Design	0	18	24	74	28	0	144	\$15,164.74
3 QA/QC	2	2	4	4	0	0	12	\$1,600.94
						PH 04 Total	156	\$16,765.68
05 90% DESIGN								
1 Civil Design	0	24	42	50	14	0	130	\$14,674.06
3 QA/QC	2	2	4	4	0	0	12	\$1,600.94
						PH 05 Total	142	\$16,275.00
06 FINAL PS&E								
1 Civil Design	0	16	20	16	8	0	60	\$7,110.39
3 QA/QC	2	2	4	4	0	0	12	\$1,600.94
						PH 06 Total	72	\$8,711.34
Total Hours	10	130	164	224	66	4	598	
Total Cost	\$2,267.04	\$19,308.04	\$20,256.42	\$19,960.09	\$6,913.51	\$293.08		\$68,998.18

SUBCONSULTANTS:

Firm	Cost
Lanktree Land Surveying, Inc.	\$12,191.00
Transpo Group USA, Inc.	\$17,426.00

TOTALS:

Total Prime Consultant	\$68,998.18
Total Subconsultants	\$29,617.00
Total Reimbursable Expenses	\$1,300.00

REIMBURSABLE EXPENSES:

Item	Cost
Mileage	\$100.00
Printing	\$1,200.00

TOTAL FEE ESTIMATE	\$99,915.18
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Lanktree Land Surveying, Inc.
 421 "B" Street NE
 Auburn, WA 98002
 (253) 653-6423
 www.lanktreelandsurveying.com

City of Lakewood
 John Dower Road Sidewalk Improvements

2016-09-07 BCRA Lakewood Street Improvement Project 2016																			Wednesday, September 7, 2016		
BCRA Inc		Scope		Contact: Ben Dort				Phone: 253-627-4367													
Activity Type/ Task	Type	Project Status/ Resource	PM / Reference	Task Status	Priority	% Comp	% Comp Date	Est Start Date	Est Comp Date	Act Start Date	Act Comp Date	% Dist	Hours	Resource Hours/ Units	Resource Direct Labor (DLC)	Indirect Cost (ICR)	Fixed Fee Rate (FFR)	Burdened Rate	Contract	Resource Contract	
BCRA Lakewood Street Improvement Project 2016		Preliminary	TSL																		
John Dower Road		Preliminary	TSL										145.0							12,191	
Boundary and Topographic Survey		Preliminary	TSL										125.0	125.0						10,291	10,291
Labor	Professional Land R Surveyor	Trevor S. Lanktree												20.0	38.0	41.80	11.40	91.20		1,824	
Labor	R Party Chief-Field	Ronald R. Chester												36.0	39.0	42.90	11.70	93.60		3,370	
Labor	Additional Crew R Member	Alexsandr S. Smirnov												36.0	25.0	27.50	7.50	60.00		2,160	
Labor	R Survey Technician	Andy P. Somera												30.0	38.0	41.80	11.40	91.20		2,736	
Labor	Project R Administration	Jaime Dye												3.0	28.0	30.80	8.40	67.20		202	
Utility Locates		Preliminary	TSL										20.0	20.0						1,900	1,900
Subconsultant	Utility Locate R Services													20.0				95.00		1,900	

Indirect Cost Rate	110.00%
Fixed Fee Rate (FFR)	30.00%

Sincerely,

Trevor S. Lanktree, P.L.S.
 President

EXHIBIT E - Sub-Consultant Cost Computations

EXHIBIT E - Sub-Consultant Cost Computations

Transpo Group USA, Inc.

Cost Estimate Worksheet

Number / Project Name
16009.02 John Dower Rd SRTS

Pay rates are effective from June 25, 2016 through June 23, 2017, within the ranges shown in the attachment. Only key staff are shown and other staff may work on and charge to the project as needed by the project manager

	Project Manager	Quality Control	Project Engineer	CAD/ Graphics	Project Admin
initials	RP	GSM	JZP	RM	CLF
job title	Eng L5	Eng L6	Eng L4	Eng L2	PA L2
cost rate	\$155.33	\$184.23	\$129.97	\$91.93	\$82.42

Labor:

Work Task							Hours	Cost
1	Phase 4, Task 2 - 60% Design	6		16	42	1	65	\$6,955
2	Phase 5, Task 2 - 90% Design	6	5	14	34	1	60	\$6,881
3	Phase 6, Task 2 - Final PS&E	3	5	5	16	1	30	\$3,590
4							0	\$0
5							0	\$0
6							0	\$0
7							0	\$0
8							0	\$0
9							0	\$0
10							0	\$0
11							0	\$0
12							0	\$0
13							0	\$0
14							0	\$0
15							0	\$0
16							0	\$0
17							0	\$0
18							0	\$0
19							0	\$0
20							0	\$0

Total Hours	15	10	35	92	3	155	
Labor Costs	\$2,330	\$1,842	\$4,549	\$8,458	\$247		\$17,426

Reimbursable Expenses:

Item	Reimburs. Cost
1 Application	
2 Business Meals	
3 Mileage	
4 Miscellaneous	
5 Models/Renderings/Photos	
6 Parking	
7 Records Filing	
8 Registrations	
9 Reproductions	
10 Shipping/Courier	
11 Specialty Software	
12 Supplies	
13 Traffic Accident Data	
14 Traffic Count Vendors	
15 Travel, Hotel, Taxi, & Air Fare	
Sub Total	\$0
Total (Cost + 15 percent)	\$0

Subconsultants:

Firm	Subs. Cost
1 Subconsultant A	
2 Subconsultant B	
3 Subconsultant C	
4 Subconsultant D	
5 Subconsultant E	
Sub Total	\$0
Total (Cost + 15 percent)	\$0

TOTAL ESTIMATE	\$17,500
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REQUEST FOR COUNCIL ACTION

DATE ACTION IS REQUESTED:	TITLE: Motion authorizing the City Manager to enter into a professional services agreement with BCRA Inc. in the amount not to exceed \$49,987.42 for design services related to the Phillips Road Safe Routes to Schools project.	TYPE OF ACTION:
September 19, 2016		— ORDINANCE — RESOLUTION
REVIEW:	ATTACHMENTS:	
September 19, 2016	Vicinity Map Scope and Budget	<input checked="" type="checkbox"/> MOTION 2016-45 — OTHER

SUBMITTED BY: Don Wickstrom, P.E., Public Works Director/City Engineer

RECOMMENDATION: It is recommended that the City Council authorize the City Manager to enter into a professional services agreement with BCRA Inc. in the amount not to exceed \$49,987.42 for design services related to the Phillips Road Safe Routes to Schools project.

DISCUSSION: The purpose of this project is construct pedestrian and bicycle facilities along the west side of Phillips Road SW between Steilacoom Boulevard SW and Agate Drive SW. Improvements consist of constructing curb, gutter and sidewalk, widening the north bound lane to 14 feet, installing street lighting and installing one push button activated rapid flashing beacon pedestrian crossing. Additional improvements will consist of constructing storm drainage facilities to accommodate the new roadway section. The project is approximately 1,800 feet in length.

(Continued on Page 2)

ALTERNATIVE(S): There is no practical alternative other than to not continue with the project.

FISCAL IMPACT: The City received a Federal Safe Routes to Schools (SRTS) grant in the amount of \$500,000 for the design, and construction phases of the project. The City is required to provide a \$200,000 match. City funds come from both the Storm Water Management Fund (401) and the Transportation Capital Improvement Fund (302). City matching funds budgeted for in the 2015-2016 Budget.

(Continued on Page 2)

Prepared by	
Department Director	City Manager Review

AGENDA BILL
PAGE 2

DISCUSSION: (Continued from Page 1)

The City submitted for this Safe Routes to Schools (SRTS) Grant in March 2014 and had developed a project delivery schedule accordingly. In December 2014, the City was informed that the project had not made the funding cut off priority list. As such, the City moved ahead with other project priorities.

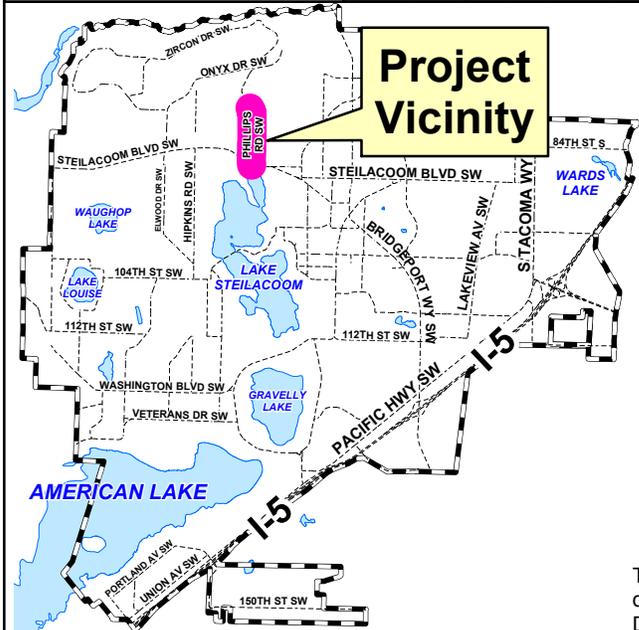
In September of 2015, the City was notified that the project had in fact been funded but only if the original project delivery schedule remained intact. The City indicated that they would not be able to accept the grant unless the original schedule could be amended to reflect the late notification of award. WSDOT finally agreed to an amended schedule but not to the extent reflected in the grant award delay. Below is the original and revised schedule as accepted by WSDOT. This project must be out to contract ad by March of 2017. Given existing commitments on other projects, City staff requires design assistance on this project to meet the amended delivery schedule.

Milestone	Original Schedule	Amended Schedule
Project Definition – STIP Programming	9/2015	2/2016
Begin Design	10/2015	3/2016
NEPA/SEPA Kick Off	11/2015	6/2016
Environmental Documents Approved	3/2016	10/2016
Geometric 30% Design	3/2016	6/2016
Estimated Contract Ad	8/2016	3/2017
Estimated Contract Award Date	9/2016	4/2017
Open to the Public	12/2016	9/2017

FISCAL IMPACT: (Continued from Page 1)

Below is the Project Funding Source Total

Funding Source	Design Phase	Construction Phase	Funding Source Total
City	\$30,000	\$170,000	\$200,000
SRTS	\$20,000	\$480,000	\$500,000
Total	\$50,000	\$650,000	\$700,000



City of Lakewood Public Works

Phillips Rd SW: Steilacoom Blvd SW to Agate Dr SW Hudtloff Middle School Safe Routes to School Grant

This product was prepared with care by City of Lakewood GIS. City of Lakewood expressly disclaims any liability for any inaccuracies which may yet be present. This is not a survey. Datasets were collected at different accuracy levels by various sources. Data on this map may be shown at scales larger than its original compilation. Call 253-589-2489 for further information.



**EXHIBIT A
SCOPE OF WORK**

**City of Lakewood
Phillips Road Sidewalk Improvements
September 12, 2016**

Project Description:

BCRA will provide engineering design services as described in this Scope of Work to the City of Lakewood for the design of curb, gutter, sidewalk, and illumination improvements to approximately 2,000 feet of Phillips Road from Steilacoom Blvd to Hudtloff Middle School and from Hudtloff Middle School to Agate Road SW. Work includes design of push button activated rectangular rapid flashing beacons (RRFBs) and associated curb ramps for roadway crossing at one location.

Scope of Services:

PHASE 01 – PROJECT MANAGEMENT

Task 1 Contract Administration

The following activities will be performed:

- 01.1.1 Prepare subconsultant agreements and manage subconsultants.
- 01.1.2 Monitor and control scope, schedule, and budget.
- 01.1.3 Prepare monthly invoices and progress reports.

Assumptions:

- Project design duration will be 5 months as shown on project schedule.
- Project does not include bidding or construction phase services at this time.

Deliverables:

- Executed contract and sub-consultant agreements.
- Monthly invoices and progress reports.

Task 2 Coordination and Meetings

The following activities will be performed:

- 01.2.1 Prepare routine correspondence and documentation.
- 01.2.2 Prepare meeting agendas and notes.





Assumptions:

- Bi-weekly team coordination meetings/teleconferences during design phases.
- Monthly meetings with City of Lakewood.

Deliverables:

- Meeting agendas and notes.
- Copies of applicable correspondence.

PHASE 02 – GENERAL

Task 1 Utility Coordination

The following activities will be performed:

- 02.1.1 Contact utility owners to request as-built plans of their existing utilities in the project area and any planned utility work.
- 02.1.2 Coordinate with surveyor to incorporate utility as-built information into the survey for design.

Assumptions:

- CAD files of existing utilities can be provided by the respective utilities at no charge to BCRA.
- Time is not included for changes to the project to account for planned utility work or to incorporate planned utility work into the project design.

Deliverables:

- Utility data incorporated into survey.

Task 2 Survey

BCRA will contract with Lanktree Land Surveying for utility locating, topographic, and boundary survey.

The following activities will be performed:

- 02.2.1 Contact private utility locating company and coordinate the locating of underground utilities prior to commencement of the survey.
- 02.2.2 Perform topographic survey of west side of roadway and at anticipated crossing point for extents of project. Topographic survey will include spot elevations, breaks-in-grade, 1-foot contour interval of topography, visible utility features, paint marks for underground utilities, extents of pavements and curbs, site features (signs, retaining walls, etc.), and roadway pavement markings. Invert elevations, pipe size, and pipe type of gravity utilities will be provided where possible. Limited topographic survey will be performed on the east



side of the roadway to provide roadway width, driveway/intersection locations, and drainage information.

- 02.2.3 Perform research and field work to determine right-of-way and property line locations and ownership. Incorporate information into survey. This information will be shown based on readily available data from Pierce County Auditor, Pierce County Assessor, or data provided by the City of Lakewood and sources used will be indicated on the survey.
- 02.2.4 Incorporate information provided by utility companies and other readily available sources into survey in order supplement as much missing data as is reasonably possible.

Assumptions:

- The utility locating company will locate conductible utilities. Location of utilities using ground penetrating radar or other technologies beyond basic location of conductible utilities is not included in this scope of work.
- Surveyor will locate and provide basic information (common name and diameter at breast height) of trees. Surveyor will not provide expert evaluation of tree species identification or health.
- Adjacent property owners to the project limits will be notified by the City of Lakewood prior to the commencement of survey and access will be unhindered during the entire duration of time that the survey is being performed in the field.
- Project will not require use of dedicated flaggers or other substantial traffic control devices or personnel. Surveyor’s will place signs on the edge of the road indicating survey work is being performed ahead, use cones to protect immediate area of work and stay out of the path of oncoming vehicles in accordance with their company safety manual.

Deliverables:

- Topographic and boundary survey stamped and signed by Professional Land Surveyor.

PHASE 03 – 30% DESIGN

Task 1 Civil Design

BCRA will complete 30% civil engineering design for the project.

The following activities will be performed:

- 03.1.1 Prepare 30% design strip plot showing horizontal layout and impacts to adjacent properties and infrastructure. Strip plot will include preliminary channelization design and preliminary curb ramp layouts.
- 03.1.2 Prepare 30% roadway design sections for up to one (1) location along the roadway alignment.
- 03.1.3 Review project impacts against stormwater management thresholds and prepare brief (2-3 page) technical memo discussing likely stormwater requirements.
- 03.1.4 Meet with City of Lakewood staff for over-the-shoulder review of 30% design.



Assumptions:

- Duration of 30% Design phase will be 4 weeks as shown on project schedule.
- Design will be based on preliminary roadway section prepared by the City of Lakewood and generally conform to descriptions in funding documents.

Deliverables:

- 30% strip plot (pdf and 1 hard copy).
- 30% roadway section (pdf and 1 hard copy).
- Stormwater technical memo (pdf and 1 hard copy).

PHASE 04 – 60% DESIGN

Task 1 Civil Design

BCRA will complete 60% civil engineering design for the project.

The following activities will be performed:

- 04.1.1 Prepare 60% design plans including:
 - 04.1.1.1 Cover sheet.
 - 04.1.1.2 Horizontal control plan at 1" = 100' scale (1 sheet).
 - 04.1.1.3 Demolition plans at 1" = 20' scale (2 sheets).
 - 04.1.1.4 Roadway sections (1 sheet).
 - 04.1.1.5 Roadway and drainage plan over profile sheets at 1" = 20' scale (4 sheets).
 - 04.1.1.6 Curb ramp details at 1" = 5' (1 sheet).
 - 04.1.1.7 Pavement marking and signage plans at 1" = 20' scale (2 sheets).
 - 04.1.1.8 Details (2 sheets).
- 04.1.2 Prepare engineer's opinion of probable costs for improvements based on 60% design.
- 04.1.3 Prepare Stormwater Site Plan detailing design of stormwater management systems.

Assumptions:

- Duration of 60% Design phase will be 3 weeks as shown on project schedule.
- City of Lakewood will provide review comments on 30% design within 2 weeks of receipt of documents.
- Comments received will not change design from the layouts shown on the 30% design.

Deliverables:

- 60% design plans (pdf and 1 full-size hard copy).
- 60% OPC (pdf and 1 hard copy).
- 60% Stormwater Site Plan (pdf and 1 hard copy).



Task 2 Roadway Illumination/RRFB Design

BCRA will contract with Transpo Group for the design of roadway illumination and RRFB improvements associated with the project.

The following activities will be performed:

- 04.2.1 Prepare 60% illumination and RRFB signal plans including:
 - 04.2.1.1 Roadway illumination plans at 1" = 40' scale (1 sheet).
 - 04.2.1.2 RRFB signal plans at 1" = 20' scale (1 sheet).
- 04.2.2 Prepare engineer's opinion of probable cost for illumination and RRFB signal improvements based on 60% design.
- 04.2.3 Prepare supporting light level calculations as required by the City of Lakewood.

Assumptions:

- Design will be based on 60% Roadway Sections and show locations of luminaire and RRFB poles.

Deliverables:

- 60% illumination and RRFB signal plans (pdf and 1 full-size hard copy).
- 60% illumination and RRFB signal OPC (pdf and 1 hard copy).
- Light level calculations (pdf and 1 hard copy).

Task 3 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.

The following activities will be performed:

- 04.3.1 Review 60% design documents and fill out QC checklist.
- 04.3.2 Back-check 60% design documents for inclusion of QC comments.

Assumptions:

- N/A

Deliverables:

- Copies of QC checklists will be available upon request.

PHASE 05 – 90% DESIGN

Task 1 Civil Design



BCRA will complete 90% civil engineering design for the project.

The following activities will be performed:

- 05.1.1 Prepare 90% design plans including:
 - 05.1.1.1 Cover sheet.
 - 05.1.1.2 Horizontal control plan at 1" = 100' scale (1 sheet).
 - 05.1.1.3 Typical traffic control plans (2 sheets).
 - 05.1.1.4 Demolition and TESC plans at 1" = 20' scale (2 sheets).
 - 05.1.1.5 Roadway sections (1 sheet).
 - 05.1.1.6 Roadway and drainage plan over profile sheets at 1" = 20' scale (4 sheets).
 - 05.1.1.7 Curb ramp details at 1" = 5' (1 sheet).
 - 05.1.1.8 Pavement marking and signage plans at 1" = 20' scale (2 sheets).
 - 05.1.1.9 Details (2 sheets).
- 05.1.2 Prepare 90% Special Provisions for the project.
- 05.1.3 Compile full specification package for review by the City of Lakewood.
- 05.1.4 Update engineer's opinion of probable costs for improvements based on 90% design.
- 05.1.5 Update Stormwater Site Plan based on 90% design.

Assumptions:

- Duration of 90% Design phase will be 3 weeks as shown on project schedule.
- City of Lakewood will provide review comments on 60% design within 2 weeks of receipt of documents.
- Comments received will not change design from the 60% design documents.
- The City of Lakewood will provide examples of recent front-end specifications in Word format.

Deliverables:

- 90% design plans (pdf and 1 full-size hard copy).
- 90% specifications (pdf and 1 hard copy).
- 90% OPC (pdf and 1 hard copy).
- Final Stormwater Site Plan (pdf and 1 hard copy).

Task 2 Roadway Illumination/RRFB Design

BCRA will contract with Transpo Group for the design of roadway illumination and RRFB improvements associated with the project.

The following activities will be performed:

- 05.2.1 Prepare 90% illumination and RRFB signal plans including:
 - 05.2.1.1 Roadway illumination plans at 1" = 40' scale (1 sheet).
 - 05.2.1.2 Roadway illumination details and notes (1 sheet).
 - 05.2.1.3 RRFB signal plans at 1" = 20' scale (1 sheet).



- 05.2.1.4 RRFB signal details (1 sheet).
- 05.2.2 Prepare 90% electrical Special Provisions.
- 05.2.3 Update engineer’s opinion of probable cost for illumination and RRFB signal improvements based on 90% design.
- 05.2.4 Update supporting light level calculations based on 90% design.

Assumptions:

- Comments received will not change design from the 60% design documents.

Deliverables:

- 90% illumination and RRFB signal plans (pdf and 1 full-size hard copy).
- 90% electrical Special Provisions (pdf and 1 hard copy).
- 90% illumination and RRFB signal OPC (pdf and 1 hard copy).
- Light level calculations (pdf and 1 hard copy).

Task 3 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.

The following activities will be performed:

- 05.3.1 Review 90% design documents and fill out QC checklist.
- 05.3.2 Back-check 90% design documents for inclusion of QC comments.

Assumptions:

- N/A

Deliverables:

- Copies of QC checklists will be available upon request.

PHASE 06 – FINAL PS&E

Task 1 Civil Design

BCRA will prepare final plans, specifications, and estimates for the project.

The following activities will be performed:

- 06.1.1 Update plans based on comments received on the 90% plans and prepare final plans for bid.



- 06.1.2 Update Special Provisions and front-end specifications based on comments received on the 90% specifications and prepare final bid package.
- 06.1.3 Update engineer’s opinion of probable costs for improvements based on final design and prepare final engineer’s OPC and bid form.

Assumptions:

- Duration of Final PS&E phase will be 2 weeks as shown on project schedule.
- City of Lakewood will provide review comments on 90% design within 2 weeks of receipt of documents.
- Comments received will not change design from the 90% design documents.

Deliverables:

- Final design plans (pdf and 1 full-size, unbound, wet-signed, hard copy).
- Final bid package (pdf and 1 hard copy, with division of appendices).
- Final OPC (pdf, Excel, and 1 hard copy).

Task 2 Roadway Illumination/RRFB Design

BCRA will contract with Transpo Group for the design of roadway illumination and RRFB improvements associated with the project.

The following activities will be performed:

- 06.2.1 Update illumination and RRFB signal plans based on comments received on the 90% plans and prepare final plans for bid.
- 06.2.2 Update electrical Special Provisions for bid.
- 06.2.3 Update engineer’s opinion of probable costs for illumination and RRFB signal improvements based on final design.

Assumptions:

- Comments received will not change design from the 90% design documents.

Deliverables:

- Final illumination and RRFB signal plans (pdf and 1 full-size, unbound, wet-signed, hard copy).
- Final electrical Special Provisions (pdf and 1 hard copy).
- Final illumination and RRFB signal OPC (pdf and 1 hard copy).

Task 3 QA/QC

BCRA will have a Professional Engineer who has not been directly involved with the design of the project perform an independent technical review of the design documents. After review comments have been incorporated into the documents, the Project Manager will back-check the documents for accuracy.



The following activities will be performed:

- 06.3.1 Review final design documents and fill out QC checklist.
- 06.3.2 Back-check final design documents for inclusion of QC comments.

Assumptions:

- N/A

Deliverables:

- Copies of QC checklists will be available upon request.

Overall Project Assumptions:

1. Geotechnical investigations, analysis, and design are not a part of this Scope of Work. Pavement sections and luminaire foundations will be in accordance with City of Lakewood standard plans. Stormwater infiltration facilities will be designed in accordance with City of Lakewood standards.
2. Bidding and construction phase services, if needed, will be added as an additional service or performed under a new contract and are not a part of this Scope of Work.
3. The project will be designed in accordance with the 2005 Stormwater Management Manual for Western Washington (SWMM).
4. The City of Lakewood will prepare the SEPA/NEPA documentation and coordinate its review. Environmental permitting is not included in this Scope of Work.
5. The City of Lakewood will register the project’s stormwater infiltration facilities under the WA State Dept. of Ecology’s (WADOE) Underground Injection Control (UIC) program. UIC registration is not included in this Scope of Work.
6. Preparation of the Stormwater Pollution Prevention Plan (SWPPP) will be by the contractor at time of construction and is not included in this Scope of Work. The special provisions and OPC will reflect this.
7. Traffic control plans will be prepared by the City of Lakewood. Preparation of traffic control plans is not included in this Scope of Work.
8. The project will not require design of sanitary sewer mains, water mains, or other utility main work. Design of utility mains is not included in this Scope of Work. Design of incidental utility work including raising existing structures to grade and relocations of hydrants or meters is included.
9. Retaining walls greater than 4 feet in total height will not be required for the construction of the project. Structural design of retaining walls is not included in this Scope of Work.
10. Transpo will coordinate with the electrical service provider for a power source location and design the service cabinet for the illumination system. Design of transformers or other improvements to the electrical infrastructure is not included in this Scope of Work.



11. Landscape design for the project will be limited to specification of seed mixes for permanent stabilization of disturbed areas. Planting plans, specification of plants, and irrigation design are not included in this Scope of Work.
12. Right-of-way acquisitions, negotiations, easements, and/or legal descriptions will not be required or will be provided by others and are not included in this Scope of Work.
13. Assisting the City of Lakewood with public involvement, including preparing materials for or presenting at public meetings, one-on-one meetings with property owners, or facilitating public input or participation is not a part of this Scope of Work.
14. All deliverables will be sent to the client via electronic file exchange. Printing and delivery of hard copies will be billed as reimbursable expenses. Estimated printing expenses are based on quantities of copies listed in Scope of Services.
15. Scope is based on the durations noted under each phase. Additional fees may be necessary if project extends beyond those durations.



2106 Pacific Avenue, Suite 300
Tacoma, WA 98402
T (253) 627-4367

EXHIBIT D
Prime Consultant Cost Computations

Phillips Road Sidewalk Improvements

Project No.: 16013.00.03
Date of Estimate: 9/12/2016
Prepared By: JBD

PAY RATES:

	Principal/ QC	Project Manager	Civil Engineer	Civil Eng. Designer	Civil Eng. Technician	Billing Specialist
Staff Initials	DGM	JBD	ZMC	SMP	RMB	JB
Staff Category	Staff 14	Staff 10	Staff 07	Staff 04	Staff 05	Staff 02
Direct Labor Cost (DLC)	\$69.71	\$45.67	\$37.98	\$27.40	\$32.21	\$22.53
Indirect Cost (ICR x DLC)	\$136.08	\$89.15	\$74.14	\$53.49	\$62.88	\$43.98
Fixed Fee (FFR x DLC)	\$20.91	\$13.70	\$11.39	\$8.22	\$9.66	\$6.76
Burdened Rate (DLC+IC+FF)	\$226.70	\$148.52	\$123.51	\$89.11	\$104.75	\$73.27
Indirect Cost Rate (ICR)	195.21%					
Fixed Fee Rate (FFR)	30.00%					

LABOR:

Phase/Task	Principal/ QC	Project Manager	Civil Engineer	Civil Eng. Designer	Civil Eng. Technician	Billing Specialist	Hours	Cost
01 PROJECT MANAGEMENT								
1 Contract Administration	1	4	0	0	0	2	7	\$967.34
2 Coordination and Meetings	0	4	0	0	0	0	4	\$594.09
						PH 01 Total	11	\$1,561.43
02 GENERAL								
1 Utility Coordination	0	0	2	0	0	0	2	\$247.03
						PH 02 Total	2	\$247.03
03 30% DESIGN								
1 Civil Design	0	14	8	32	5	0	59	\$6,442.64
						PH 03 Total	59	\$6,442.64
04 60% DESIGN								
1 Civil Design	0	12	12	50	10	0	84	\$8,767.34
2 QA/QC	2	2	2	2	0	0	8	\$1,175.70
						PH 04 Total	92	\$9,943.04
05 90% DESIGN								
1 Civil Design	0	14	12	34	6	0	66	\$7,219.66
2 QA/QC	2	2	2	2	0	0	8	\$1,175.70
						PH 05 Total	74	\$8,395.36
06 FINAL PS&E								
1 Civil Design	0	10	8	10	2	0	30	\$3,573.93
2 QA/QC	1	2	2	2	0	0	7	\$949.00
						PH 06 Total	37	\$4,522.92
Total Hours	6	64	48	132	23	2	275	
Total Cost	\$1,360.22	\$9,505.50	\$5,928.71	\$11,762.20	\$2,409.25	\$146.54		\$31,112.42

SUBCONSULTANTS:

Firm	Cost
Lanktree Land Surveying, Inc.	\$8,293.00
Transpo Group USA, Inc.	\$9,632.00

TOTALS:

Total Prime Consultant	\$31,112.42
Total Subconsultants	\$17,925.00
Total Reimbursable Expenses	\$950.00

REIMBURSABLE EXPENSES:

Item	Cost
Mileage	\$50.00
Printing	\$900.00

TOTAL FEE ESTIMATE	\$49,987.42
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Lanktree Land Surveying, Inc.
 421 "B" Street NE
 Auburn, WA 98002
 (253) 653-6423
 www.lanktreelandsurveying.com

City of Lakewood
 Phillips Road Sidewalk Improvements

2016-09-07 BCRA Lakewood Street Improvement Project 2016																			Wednesday, September 7, 2016		
BCRA Inc		Scope		Contact: Ben Dort				Phone: 253-627-4367													
Activity Type/ Task	Type	Project Status/ Resource	PM / Reference	Task Status	Priority	% Comp	% Comp Date	Est Start Date	Est Comp Date	Act Start Date	Act Comp Date	% Dist	Hours	Resource Hours/ Units	Resource Direct Labor (DLC)	Indirect Cost (ICR)	Fixed Fee Rate (FFR)	Burdened Rate	Contract	Resource Contract	
BCRA Lakewood Street Improvement Project 2016		Preliminary	TSL																		
Phillips Road		Preliminary	TSL										98.5							8,293	
Boundary and Topographic Survey		Preliminary	TSL										82.5	82.5						6,773	6,773
Labor	Professional Land R Surveyor	Trevor S. Lanktree												12.0	38.00	41.80	11.40	91.20		1,094	
Labor	R Party Chief-Field	Ronald R. Chester												24.0	39.00	42.90	11.70	93.60		2,246	
Labor	Additional Crew R Member	Alexsandr S. Smimov												24.0	25.00	27.50	7.50	60.00		1,440	
Labor	R Survey Technician	Andy P. Somera												20.0	38.00	41.80	11.40	91.20		1,824	
Labor	Project R Administration	Jaime Dye												2.5	28.00	30.80	8.40	67.20		168	
Utility Locates		Preliminary	TSL										16.0	16.0						1,520	1,520
Subconsultant	Utility Locate R Services													16.0				95.00		1,520	

EXHIBIT E - Sub-Consultant Cost Computations

Indirect Cost Rate	110.00%
Fixed Fee Rate (FFR)	30.00%

Sincerely,


 Trevor S. Lanktree, P.L.S.
 President

