

5. A motion to refer a Claim for Damages submitted by Nancy Parry for the sum of \$100,000.00 to the Washington Cities Insurance Authority (WCIA) .

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: June 3, 2008

=====

ACTION REQUESTED

A motion to refer a Claim for Damages submitted by Nancy Parry for the sum of \$100,000.00 to the Washington Cities Insurance Authority (WCIA).

=====

BACKGROUND

On May 28, 2008, Nancy Parry submitted a Claim for Damages for the sum of \$100,000.00 for damages allegedly occurring due to City negligence. In accordance with the provisions of Section 1.98.030 of the Pullman City Code, the Council should direct that this claim be referred to WCIA.

=====

RECOMMENDATION

That the motion be passed.

=====

FISCAL IMPACT

\$ _____ Budgeted Expenditures

BARS Code Number

=====

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

Jane Joyce
Name

1. Claim for Damages - Parry

Deputy City Clerk
Title

Finance
Department

=====

REVIEWED BY

	Initial	Date
Department Head	<u>TW</u>	<u>5/28/08</u>
City Supervisor	<u>Joyce</u>	<u>5/31/08</u>
City Attorney (As To Form)	<u>Unaj</u>	<u>5-28-08</u>

CLAIM FOR DAMAGES FORM

Date Claim Form Received by Member 5/28/08 11:50A FW

MEMBER CITY/ORGANIZATION: City of Pullman

Please take note that NANCY PARRY, who resides at 570 SE BENEWAH ST
#109 PULLMAN WA 99163, mailing address SAME
HEIDI LAMBLEY, home phone # ---, work phone # ---, is claiming damages against
--- in the sum of \$ 100,000.00 arising out of the following circumstances listed below.

DATE OF OCCURRENCE: JULY 10 2007

TIME: 9:35AM

LOCATION OF OCCURRENCE: 570 SE BENEWAH

DESCRIPTION:

1. Describe occurrence explaining the nature of the defects or acts of negligence causing damages.

SEE ATTACHED SIX PAGES

(attach an extra sheet for additional information, if needed)

2. Provide a list of witnesses, if applicable, to the occurrence including names, addresses, and phone numbers.

3. Attach copies of all documentation relating to expenses, injuries, losses, and/or estimates for repair.

4. Have you submitted a claim for damages to your insurance company? --- Yes ☒ No

If so, please provide the name of the insurance company: ---
 and the policy #: ---

** ADDITIONAL INFORMATION REQUIRED FOR AUTOMOBILE CLAIMS ONLY **

License Plate # <u>---</u>	Driver License # <u>---</u>
Type Auto: <u>---</u>	
(year) (make) (model)	
DRIVER: <u>---</u>	OWNER: <u>---</u>
Address: <u>---</u>	Address: <u>---</u>
Phone#: <u>---</u>	Phone#: <u>---</u>
Passengers: <u>---</u>	
Name: <u>---</u>	Name: <u>---</u>
Address: <u>---</u>	Address: <u>---</u>

* * NOTE: THIS FORM MUST BE SIGNED AND NOTARIZED * *

I, ---, being first duly sworn, depose and say that I am the claimant for the above described; that I have read the above claim, know the contents thereof and believe the same to be true.

X Nancy E. Parry
 X ---

Signature of Claimant(s)

State of Washington
 County of Whitman

I certify that I know or have satisfactory evidence that She is the person who appeared before me, and said person acknowledged that (he/she) signed this instrument and acknowledged it to be (his/her) free and voluntary act for the uses and purposes mentioned in the instrument.

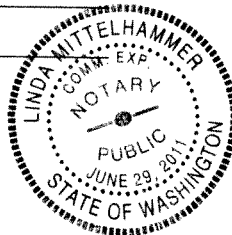
Dated: 5-28-08

Linda Mittelhammer

Signature
Notary

Title

My appointment expires 6-29-2011



6. A motion to accept as complete Contract No. 07-18, N. Grand 600 Block Building Demolition.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 06/03/08

ACTION REQUESTED:

Accept the N. Grand 600 Block Building Demolition contract as complete.

BACKGROUND:

The scope of contract 07-18, N. Grand 600 Block Building Demolition, provided for the demolition of three old buildings on North Grand generally located across the street from the UPS building and north of the block R.O. Pyle building. The contract for this project, which included the proper removal of asbestos and lead contaminated paint, was negotiated with Walker Specialty Construction, Inc. from Snohomish. All work has now been completed in substantial conformance with the contract documents, including required reports and certifications. The final contract amount, which includes one previously approved change order, was \$40,199.70. A copy of the Final Estimate of Work Completed is attached for reference. Funding for this project was from the General Fund and unencumbered residual funds from the General Obligation Bond Redemption Fund through the 2007 Bond Fund and the Street Fund.

RECOMMENDATION:

By motion, accept contract 07-18, N. Grand 600 Block Building Demolition, as complete.

FISCAL IMPACT:

\$40,199.70
<u>105,4300.595.62.63.00</u>
BARS Code Number

SUBMITTED BY:

Name Mark Workman
Title Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Final Estimate of Work Completed

REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>5/19/08</u>
City Supervisor	<u>gof</u>	<u>5/30/08</u>
City Attorney	<u>cmaj</u>	<u>5-20-08</u>
(As to Form)		

CITY OF PULLMAN

Contract Title:
Contract No.:
Contractor:

N. Grand 600 Block Building Demolition
07-18
Walker Specialty Construction, Inc.

Progress Payment No.: 2
Month of: March, 2008
P.O. No.: en-80615

Item No.	Bid Item	Estimated Quantity	Unit Price	Amount	Total Units to Date	Total Amount to Date
1	Building Demolition Complete	1 L.S.	16,205.00	16,205.00	1.00	\$ 16,205.00
2	Lead Disposal	1 L.S.	13,365.00	13,365.00	1.00	13,365.00
3	Asbestos Disposal	1 L.S.	6,891.00	6,891.00	1.00	6,891.00
Change Order #1						
4	Extra manual Labor for lead removal	1 L.S.	830.00	830.00	1.00	830.00
PREVIOUS PAYMENTS:						
1	\$38,335.15	7		Total Work to Date		\$ 37,291.00
2		8		Less Retainage (5%)		
3		9		Sales Tax 7.8%		2,908.70
4		10		Due to Date		40,199.70
5		11		Less Previous Payments		38,335.15
6		12		Amount Due This Payment		\$ 1,864.55
Total Previous Payments: \$				38,335.15		

BARS Code 105-4300-595.62.63.00

Checked: _____ Date: _____
Inspector

Approved: Mark Workman Date: 4/29/08
Engineer

Approved: Linda L. Walker Date: 5/5/08
Contractor

7. A motion to authorize the construction of utilities across the frontage of the Auto Body Super Center property to facilitate development along North Grand Avenue and the Albion Road area.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 06/03/08

ACTION REQUESTED:

Authorize additional city participation in the extension of utilities to the Albion Road area.

BACKGROUND:

See attached Staff Report No.059.

RECOMMENDATION:

By motion, authorize the construction of utilities across the frontage of the Auto Body Super Center property to facilitate development along North Grand Avenue and the Albion Road area.

FISCAL IMPACT:

<u>\$43,800.00</u>	<u>\$14,600.00</u>
<u>401-3400-594.34.64.00</u>	<u>401-4100-594.35.65.00</u>
BARS Code Number	BARS Code Number
<u>5,600.00</u>	
<u>105-4300-595.40.63.00</u>	
BARS Code Number	

SUBMITTED BY:

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

Name Mark Workman
Title Public Works Director
Dept. Public Works

1.

REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>5/27/08</u>
City Supervisor	<u>[Signature]</u>	<u>5/30/08</u>
City Attorney	<u>mij</u>	<u>5-27-08</u>

(As to Form)



CITY OF PULLMAN

Public Works and Planning Departments

325 S.E. Paradise Street, Pullman, WA 99163
(509) 338-3220 or (509) 338-3213 Fax (509) 338-3282
www.pullman-wa.gov

MEMORANDUM

TO: Mayor and City Council
FROM: Mark Workman, Public Works Director
FOR: June 3, 2008 City Council Meeting

Staff Report No. 059

In February 2007, Council was presented with a proposal to participate in the extension of utilities out North Grand Avenue to the Albion Road area where the Port of Whitman County is proposing expansion of their industrial park and both Steve Mader and Fred and Gayle Fairbanks are proposing urban density residential development. The proposal was that the City pay for a water tank, a water booster station, and the extension of water and sewer lines across the SR276 (North Bypass) right of way, a distance of approximately 900 feet. Council authorized this participation and a copy of the related staff report is attached for reference. Since that time, the Fairbanks have been the most active, having annexed their property and prepared plans for the utility extensions along Grand Avenue which have now been approved for construction. They are also well into the process of platting the first phase of their property and developing the related improvement plans.

Typically with land development, the developer is required to extend utilities across the frontage of their property and in the case of the Fairbanks they are being required to extend water, sewer, and an asphalt path to their north property line. The SR276 right of way abuts the Fairbanks south property line and the city has already committed to extending the utilities across this right of way. However, the existing termination of city utilities is not at the south line of the SR276 right of way but at the south line of the Auto Body Super Center property, a distance of approximately 360 feet. This is a consequence of the timing of previous utility extensions, annexations, and land development. The Fairbanks had not previously been aware of this gap, had not planned on this additional cost, and are requesting that the city also consider paying for the extension of utilities across this gap. The estimated additional cost for extending utilities across this gap, including waterline, sewerline, a short section of storm drain pipe, and asphalt repair is \$64,000. Funding for this is proposed to be from the Water Budget and Sewer Budget of the Utility Fund and from the Street Fund as miscellaneous construction. The additional estimated cost to pave the maintenance access path across the SR276 right of way to create a pedestrian/bicycle path is \$15,000 but it is not proposed to perform that work at this time.



CITY OF PULLMAN

Public Works and Planning Departments

325 S.E. Paradise Street, Pullman, WA 99163
(509) 338-3220 or (509) 338-3213 Fax (509) 338-3282
www.pullman-wa.gov

MEMORANDUM

TO: Mayor and City Council
FROM: Mark Workman, Public Works Director MWW
RE: Utility Extensions
FOR: February 6, 2007 City Council Meeting

Staff Report No. 021

At the January 9, 2007 Council meeting, a discussion was held on various planning and transportation issues. With respect to water and sewer, information was first presented on our limitations in terms of water rights and sewer treatment capacity. Following that, development opportunities in the Pullman Moscow Highway Corridor, the Airport Road Corridor, and the Albion Road area were presented and discussed. As background, a copy of the Water and Sewer Extensions Issues memorandum from that meeting is attached.

The area north to Albion Road is targeted for expansion of the Port of Whitman County Industrial Park and for urban housing type development. The Port of Whitman County and Steve Mader are anxious to proceed with their plans for this area. This development is an excellent opportunity for public/private partnership as far as utility extensions are concerned. The required water booster pump station and the standpipe reservoir are two facilities that will serve all of the area in this vicinity and will provide redundancy to the existing Northwest High Pressure Zone. In addition, there will be approximately 900 feet of frontage along SR 27 that will be across the state-owned SR 276 (North Bypass) right of way that will not provide any opportunity for the developers to recover the associated infrastructure cost. I propose that the city also participate by funding the extension of both the water and sewer lines across this right of way. The total cost for this project is estimated at \$2,800,000. The proposed estimated cost to the city would be \$1,080,000 for the reservoir, \$615,000 for the booster station, and \$90,000 for the water and sewer lines across the SR 276 right of way for an estimated total of \$1,785,000. This would be an investment in industrial growth with its associated jobs and property and sales tax benefits and would promote urban density housing in an area that would likely otherwise develop in County Rural Residential or Cluster Development fashion. In the long term, County-type housing development in

such close proximity to the City is detrimental to the growth of Pullman, the cost of housing, and the tax base for Pullman and the County too for that matter. Partial recovery of the investment in utilities would come in the form of the General Facility Charges that are required of all new connections to the utility systems. It is recommended that the City Council authorize the participation in the extension of water and sewer utilities to the Albion Road area as noted in conjunction with related development of that area.

Concerning the Airport area, the primary need is to provide adequate fire flow to the Airport. The consensus opinion on the best alternative to accomplish this is by extending the existing water system at the Airport to a 600,000 gallon water reservoir located between the Airport and the Pullman Moscow Highway. This is not the least expensive alternative, estimated at \$2,730,000, but it has the added benefit of being able to support limited development in both the Airport and the Pullman Moscow Highway Corridor once the water source is converted from WSU to the City of Pullman. There is a significant amount of work required to construct this system and it will take some time. However, it is suggested that this alternative be adopted by Council and staff be authorized to begin the process. A little over \$200,000 has been budgeted in the 2007 budget for this project that could be used to start the design process and identify the property acquisition needs. Other funding sources could also be investigated during this process.

Each of these will be multi-year projects and there will be many challenges to overcome, of which funding will only be one. All funding options will be investigated. One fall back position would be to develop a connection surcharge for each of these proposals such as was done for the extension of sewer on South Grand to the Evergreen Community area whereby the initial investment by the Utility Fund is recovered in full at build out.

8.

RESOLUTION NO. R-49-08

A RESOLUTION PREAUTHORIZING THE ACCEPTANCE OF U.S. DEPARTMENT OF
TRANSPORTATION FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT
PROGRAM GRANT MONIES FOR MULTIPLE PULLMAN-MOSCOW REGIONAL AIRPORT
PROJECTS.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: June 3, 2008

=====

ACTION REQUESTED

By resolution, approve in advance the acceptance of multiple, tentative grant offers from the U.S. Department of Transportation, Federal Aviation Administration through the Airport Improvement Program (AIP) and preauthorize the Mayor and Finance Director to sign all documents.

BACKGROUND

Because Congress has not reauthorized the Airport Improvement Program, the FAA has not finalized its 2008 grant program. The maximum expected grant offers total \$2,203,970. The grants will provide compensation for multiple projects elements, described in the resolution attachment. A local match will be funded with a \$49,810 state grant and \$66,168 from passenger facility charges with no additional contributions required from the City of Pullman. These tentative offers went before the Moscow City Council on June 2 for authorization.

RECOMMENDATION

In order to expedite the execution and return of grant acceptance documents, it is recommended that the City Council, by resolution, approve in advance the acceptance of multiple, tentative U.S. Department of Transportation, Federal Aviation Administration grant offers up to a maximum of \$2,203,970 and preauthorize the Mayor and Finance Director to sign the grant agreements as they become available.

FISCAL IMPACT

\$ _____

BARS Code Number

=====

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

Robb Parish

Resolution No. R-49-08

Name

Airport Manager

Title

Airport

Department

=====

REVIEWED BY

	Initial	Date
Department Head	_____	_____
City Supervisor	<u>JPS</u>	<u>5-30-08</u>
City Attorney (As To Form)	<u>Cmaj</u>	<u>5-30-08</u>

RESOLUTION NO. R- 49 -08

A RESOLUTION PREAUTHORIZING THE ACCEPTANCE OF U.S. DEPARTMENT OF TRANSPORTATION FEDERAL AVIATION ADMINISTRATION AIRPORT IMPROVEMENT PROGRAM GRANT MONIES FOR MULTIPLE PULLMAN-MOSCOW REGIONAL AIRPORT PROJECTS.

WHEREAS, Pullman-Moscow Regional Airport will be offered U.S. Department of Transportation Federal Aviation Administration Grant monies up to a maximum of \$2,203,970 to be used for multiple airport improvement projects; and,

WHEREAS, information about said grant monies and project elements is before the City Council of the city of Pullman and attached hereto and marked as Exhibit "A"; and,

WHEREAS, the turnaround time between receipt and return of executed grant authorization documents will be very limited; and,

WHEREAS, this Council believes it to be in the best interests of the city of Pullman to preauthorize the acceptance of said grant monies; now, therefore,

IT IS HEREBY RESOLVED that the Mayor and the finance director be and they are hereby preauthorized and directed to accept the U.S. Department of Transportation Federal Aviation Administration Grant monies.

IT IS FURTHER RESOLVED that the Mayor and finance director are each hereby preauthorized and directed to take such further action as may be appropriate in order to effect the purpose of this Resolution.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the ____ day of _____, 2008.

DATED this ____ day of _____, 2008.

Mayor

ATTEST:

Finance Director

Approved as to form:

City Attorney

Pullman-Moscow Regional Airport



3200 Airport Complex North • Pullman, WA 99163
(509) 338-3223 • Fax (509) 334-5217

2008 FAA Grant Offer Information for the City of Pullman

FAA Grant Offer (Tentative): \$2,203,970

Local Match

PFC: \$66,168

State Grant: \$49,810

Local match will be funded from passenger facility charges and a Washington State Aviation grant with no additional contributions required from the City of Pullman.

NOTE: FAA has not finalized its 2008 grant program because Congress has not reauthorized the Airport Improvement Program (AIP). The grant offer amount shown above includes both entitlement and discretionary funding and will come in two separate offers. This is the maximum expected and we are requesting that Pullman City Council authorize Mayor Johnson to accept (multiple) FAA offers associated with this grant project up to \$2,203,970.

Project Elements:

- **General Aviation Reconstruction:** this is the final phase of a project that removes part 77 obstructions, and relocates a residential mobile home that is considered incompatible to airport purposes. This project also includes security enhancements associated with the airport's security plan mandated by Title 18 CFR Section 1542;
- **Runway Incursion Markings:** these markings are part of an FAA program to enhance taxiway markings to prevent inadvertent incursions onto an active runway;
- **ARFF Gear:** replacement equipment is being acquired to replace torn and worn proximity suits that have become hazardous;
- **Runway Friction Meter:** an updated friction meter will provide accurate runway braking conditions during winter operations;
- **SWPPP Update:** this update is mandated by the State of Washington Department of Ecology and will assist the airport with stormwater management.
- **Wetlands Delineation:** this work is necessary for both the proper completion of the general aviation project and for the additional benefit of work anticipated for the master plan update.

Pullman-Moscow Regional Airport Board

Glenn Johnson, Chair

Nancy Chaney, Vice-Chair

Barney Waldrop • Ron Wachter • Mel Taylor • Gerard Billington • Robert Jahns • Jon Kimberling

9. RESOLUTION NO. R-50-08

A RESOLUTION ACCEPTING THE BID OF MOTLEY-MOTLEY, INC. FOR NORTH GRAND PAVEMENT REPAIR AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 06/03/08

ACTION REQUESTED:

Award the North Grand Pavement Repair contract.

BACKGROUND:

The scope of contract 08-13, North Grand Pavement Repair, provides for the repair of the concrete pavement of North Grand and a portion of the asphalt apron in front of Enterprise Car Rental that was damaged last winter by a water line break. Bids for this work were opened on May 28, 2008 with 2 bids received. The low bidder was Motley-Motley, Inc at \$54,626.50. The Engineer's Estimate was \$47,720.50. A copy of the bid summary is attached for reference. Work on this project is to be completed by August 15, 2008. Funding for this project will be from the Water Budget of the Utility Fund.

RECOMMENDATION:

Adopt the attached resolution awarding contract 08-13, North Grand Pavement Repair, to Motley-Motley, Inc. for the bid amount of \$54,626.50.

FISCAL IMPACT:

\$54,626.50
401.3400.501.34.48.00
BARS Code Number

SUBMITTED BY:

Name Mark Workman
Title Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Resolution No. R-50-08
2. Bid Summary

REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>5/28/08</u>
City Supervisor	<u>gof</u>	<u>5/30/08</u>
City Attorney	<u>lmaj</u>	<u>5-20-08</u>

(As to Form)

RESOLUTION NO. R-50 -08

A RESOLUTION ACCEPTING THE BID OF MOTLEY-MOTLEY, INC. FOR NORTH GRAND PAVEMENT REPAIR AND AUTHORIZING EXECUTION AND DELIVERY OF THE CONTRACT FOR SAID PROJECT.

WHEREAS, Motley-Motley, Inc. submitted the low bid for Contract No. 08-13 for North Grand Pavement Repair in the amount of Fifty-Four Thousand, Six Hundred Twenty-Six and Fifty/100 DOLLARS (\$54,626.50); and,

WHEREAS, a contract has been prepared to provide for performance of said project; and,

WHEREAS, the City Council deems it to be in the best interests of the city of Pullman to enter into said contract; now, therefore,

IT IS HEREBY RESOLVED by the City Council of the city of Pullman that the bid of Motley-Motley, Inc. for the above-described project be and it is hereby accepted.

BE IT FURTHER RESOLVED that the Mayor and the Finance Director be and they are hereby authorized and directed to execute the contract for said project and to deliver an executed copy thereof to Motley-Motley, Inc.

BE IT FURTHER RESOLVED that pursuant to the provisions of R.C.W. 46.90.265(2), the traffic engineer is hereby authorized to place and maintain official traffic control devices as the traffic engineer may deem necessary to regulate, warn, or guide traffic during construction.

IT IS FURTHER RESOLVED that the mayor is hereby authorized to take whatever further action is necessary, including but not limited to the execution of a Contractor's Escrow Agreement if requested by the Contractor, in order to effect the purposes of this resolution.

ADOPTED by the City Council of the city of Pullman at a regular meeting held on the _____ day of _____, 2008.

DATED this _____ day of _____, 2008.

Mayor

ATTEST:

Finance Director

Approved as to Form:

City Attorney

**ENGINEER'S ESTIMATE AND BID SUMMARY
NORTH GRAND PAVEMENT REPAIR
BID OPENING 05-28-08**

Item No.	Bid Item	Estimated Quantity	Engineer's Estimate		Motley-Motley, Inc.		Ace Elliott Land.	
			Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1	Mobilization	1 L.S.	2,000.00	2,000.00	6,000.00	6,000.00	4,674.00	4,674.00
2	Road excavation and haul	101 C.Y.	23.00	2,323.00	25.00	2,525.00	120.00	12,120.00
3	Crushed surfacing	110 Tons	16.00	1,760.00	19.00	2,090.00	25.00	2,750.00
4	1/2" Commercial HMA	18 Tons	140.00	2,520.00	235.00	4,230.00	266.00	4,788.00
5	Cement Concrete Pavement	63.5 C.Y.	325.00	20,637.50	235.00	14,922.50	448.00	28,448.00
6	Cement Concrete Sidewalk	6 C.Y.	275.00	1,650.00	567.00	3,402.00	440.00	2,640.00
7	Curb and Gutter	86 L.F.	25.00	2,150.00	32.00	2,752.00	58.00	4,988.00
8	Top Soil	30 C.Y.	15.00	450.00	30.00	900.00	15.00	450.00
9	Traffic flaggers	160 Hrs.	45.00	7,200.00	44.00	7,040.00	37.00	5,920.00
10	Class A signs	4 Ea.	250.00	1,000.00	130.00	520.00	150.00	600.00
11	Class B signs	195 Sign Days	6.00	1,170.00	3.00	585.00	10.00	1,950.00
12	Lighted barrels	840 Barrel Days	5.00	4,200.00	10.50	8,820.00	10.00	8,400.00
13	Lighted Type 3 barricades	120 Barricade Days	5.50	660.00	7.00	840.00	18.00	2,160.00
SUBTOTAL				47,720.50		54,626.50		79,888.00
TOTAL			\$	47,720.50	\$	54,626.50	\$	79,888.00