

CITY OF PULLMAN
COUNCIL CHAMBERS

COUNCIL MEETING
AGENDA

OCTOBER 14, 2008
7:30 p.m.

The Pullman City Council welcomes you to tonight's meeting. The Council appreciates and encourages public participation. For regular agenda items, an opportunity for public comment is usually provided after the staff report. However, the formality of procedures varies with the purpose and subject of the agenda item; therefore, the Mayor may exercise discretion in deciding when to allow public comment during the course of the proceedings and limitations will be placed on the time allowed for comments. Citizens wishing to comment on business which is not on the agenda will be provided the opportunity to do so under NEW BUSINESS. If you plan to address the Council, you will find a list of "Tips for Addressing the Council" on the public information table in the City Council Chambers. Thank you for your interest in City government.

A. Roll Call: _____ Francis Benjamin _____ Barney Waldrop
 _____ Keith Bloom _____ Nathan Weller
 _____ Ann Heath _____ Pat Wright
 _____ Bill Paul

- B. Announcements
- C. Report - 2008 Goal Status
- D. Consent Agenda

The items listed under the Consent Agenda are considered to be routine in nature and will be enacted by a single motion of the Council without separate discussion. If separate discussion is desired, that item may be removed from the Consent Agenda and placed on the Regular Agenda by Council action.

Motions

1. Dispense with the reading of the minutes of the regular meeting of September 23, 2008, and approve them as submitted.
2. A motion to approve Accounts Payable Checks, Payroll Checks, and Electronic Transfers for October, 2008.
3. A motion to ratify Change Order No. 1 to Contract No. 08-18, Jackson-Kamiaken-Pioneer Sewer.
4. A motion to ratify Change Order No. 1 to Contract No. 08-12, RV Park Sewer.

5. A motion to ratify Change Order No. 1 to Contract No. 07-20, Aquatic Center Painting.
6. A motion to accept as complete Contract No. 08-03, Bishop Blvd Sidewalk - Pro Mall, South.
7. A motion to accept as complete Contract No. 08-13, North Grand Pavement Repair.
8. A motion to accept as complete Contract No. 08-09, McKenzie/Church Streets Sewer Replacement.
9. A motion to refer a Claim for Damages submitted by Lionel Carmona for an undetermined amount to the Washington State Transit Insurance Pool (WSTIP).
10. A motion to authorize an intergovernmental agreement with the Pullman School District for the Drug Abuse Resistance Education (D.A.R.E.) program.

Resolution

11. Resolution No. R-86-08 - A RESOLUTION AUTHORIZING THE EXECUTION OF AN INTERLOCAL AGREEMENT BETWEEN THE CITY OF PULLMAN AND THE WASHINGTON STATE DEPARTMENT OF LICENSING, FOR THE PURPOSE OF PARTICIPATING IN THE MASTER LICENSE SERVICE.

E. Regular Agenda

Presentation

12. Pullman Progress Presentation
 - a. Pullman School District
 - b. Pullman Regional Hospital
 - c. City of Pullman

Ordinance

13. Ordinance No. 08-17 - AN ORDINANCE AMENDING ORDINANCE NO. 07-32 ADOPTED DECEMBER 4, 2007, AND ENTITLED "AN ORDINANCE ADOPTING A BUDGET FOR THE CITY OF PULLMAN FOR THE YEAR 2008".

Discussions

14. ASWSU Agenda Items
15. Current Economic Conditions

F. New Business

Members of the public may bring items of new business to the attention of the Council under this agenda item. However, we strongly encourage advising the Mayor or City Supervisor of your intention prior to the meeting to ensure the item is properly an item of new business and, if not, if the matter could be addressed in some other manner.

G. Executive Session - Labor Negotiations

H. Tentative Council Agenda for October 21, 2008
Pre-Budget Workshop
Public Hearing on Revenues
Snow Removal Discussion
Discussion on Stormwater Utility

Tentative Planning Commission Agenda for October 22, 2008
Discussion Regarding Pre-Application Meetings
Discussion Regarding Urban Growth Area Map
Review of Kopf Annexation
Stormwater Presentation

Tentative Board of Adjustment Agenda for October 20, 2008
Canceled

THE COUNCIL CHAMBERS ARE ACCESSIBLE TO PERSONS WITH DISABILITIES. PERSONS REQUIRING SPECIAL ACCOMMODATIONS, SHOULD CONTACT THE FINANCE DEPARTMENT BEFORE 5:00 P.M. THE MONDAY PRECEDING THE COUNCIL MEETING. THE FINANCE DEPARTMENT IS LOCATED ON THE FIRST FLOOR OF CITY HALL, 325 SE PARADISE STREET, PULLMAN, WA 99163. TELEPHONE NUMBER 338-3209 or 338-3208, FAX NUMBER 334-2751, ADD NUMBER 7-1-1.

REQUEST FOR COUNCIL ACTION

For Meeting of: October 14, 2008

ACTION REQUESTED

Motion approving disbursements represented by accounts payable checks numbered _____ through _____ totaling \$ _____ inclusive, payroll checks numbered _____ through _____ totaling \$ _____ inclusive, and electronic transfers totaling \$ _____ and direct that they be paid upon approval of the Auditing Officer and Audit Committee.

BACKGROUND

Motion will approve payment of claims, wages, and transfers for October, 2008.

RECOMMENDATION

Passage of the motion.

FISCAL IMPACT

\$ _____ Budgeted Expenditures

BARS Code Number

SUBMITTED BY

ATTACHMENTS FOR COUNCIL REVIEW/ACTION

Troy Woo
Name

1. None

Finance Director
Title

Finance
Department

REVIEWED BY

	Initial	Date
Department Head	<u>TW</u>	<u>10/2/08</u>
City Supervisor	<u>JFA</u>	<u>10/9/08</u>
City Attorney (As To Form)	<u>Maj</u>	<u>10-3-08</u>



CITY OF PULLMAN

Administration/Finance

325 S.E. Paradise Street, Pullman, WA 99163

(509) 338-3208 Fax (509) 334-2751

admin@pullman-wa.gov

MEMORANDUM

TO: Mayor and City Council
FROM: John Sherman, City Supervisor
RE: Status of Adopted 2008 City Council Goals
DATE: October 10, 2008

Each year we provide a report in the fall on the status of the current year's goals. This allows the City Council an opportunity to provide direction if there are any concerns about the status of the goals. The following is a summary of the status of 2008 City Council adopted goals:

1. In view of the anticipated financial challenges within the General Fund for 2009, utilize the remaining 2007 year-end savings to fund the 13 percent General Fund reserve, the City Hall Plaza project, and additional reserves.

STATUS:

The City Hall Plaza project is nearing completion with only minor change order costs identified of less than \$10,000. General Fund year-end savings funded the \$225,317 needed to restore the 13% General Fund reserve and the City Hall Plaza project. Additional reserves are available for the aforementioned minor change order.

2. Continue to support the Pullman-Moscow Regional Airport improvement projects including the airport fire flow project and the realignment of the runway.

STATUS:

The airport fire flow project is moving past the 30 percent conceptual development stage and into development of contract documents. Annexation of the required property is proceeding on a parallel path. Pullman Regional Airport representatives are also continuing to discuss the runway realignment project with the FAA and other parties.

3. Continue to meet with Whitman County to discuss corridor tax sharing options.

STATUS:

The Joint Planning Area Committee (JPAC) met on September 16 to discuss tax sharing and land-use issues. A follow-up meeting with Whitman County on tax sharing issues was held on October 9. The issue will be brought before the City Council for discussion later this year.

4. Continue to support the Grand Avenue Greenway; Pullman entrances and waterway beautification projects; and welcoming signs by exploring lodging tax options.

STATUS:

Landscape improvements that were included with the street repair project in front of Enterprise Rent-A-Car have been started.

Parks staff completed the landscape at Georgia Carpetworks, expanded the beds at Daily Grind (north). We made improvements to the Davis Way entrance sign area, completed some brick work at the WSU sign, and created a new bed for the Pullman High School sign near the Transit transfer site.

A public tour of Grand Avenue Greenway projects took place on October 6.

When permanent locations are available for other entrance signs, we will apply for use of lodging tax dollars.

The Lodging Tax Advisory Committee has heard a proposal regarding a potential welcoming sign site on Davis Way.

5. Continue to support water conservation and water reuse.

STATUS:

The toilet rebate program has been successful with 121 low-flow toilets and 14 ultra-low flow toilets installed to date, as well as another 112 approved for installation.

Water reuse continues to be supported at every opportunity. Palouse Basin Aquifer Committee (Mark Workman is chair this year) has formally offered to help WSU to secure legislative funding.

The 3rd Annual Palouse Basin Water Summit was held on October 17, 2007. Much useful information was provided at the summit. The 4th Annual Water Summit was held on October 7.

On September 18 the Mayor and City Supervisor met with Washington State Office of Financial Management (OFM) and WSU officials to discuss the proposed WSU water reclamation project.

6. Pursue the creation of design standards within the College Hill Historic District and becoming a Washington Certified Local Government Program for historic preservation.

STATUS:

These issues were discussed at the City Council meeting on September 23. Based on direction from Council, staff is proceeding with formulation of the CLG proposal. The Mayor is currently reviewing potential candidates for the ad hoc committee that will decide upon the details of the draft ordinance for the program.

7. Continue to work with WSU toward the improvement of College Hill including considering the recommendations for creating a University District as well as the recommendations of the College Hill Neighborhood Study.

STATUS:

President Floyd made a presentation to the City Council on the University District concept on June 3. On June 24 the City Council authorized city staff to pursue the concept subject to legal and labor considerations. Several meetings then took place between WSU and city representatives. At the City Council meeting on August 26, the City Council reviewed a draft interlocal agreement on the University District and directed staff to bring back a final interlocal agreement for consideration at the City Council meeting on September 9. Numerous individuals attended the September 9 City Council meeting to express their views on the proposed University District. WSU Executive Director of Real Estate and External Affairs Mel Taylor, stated that President Floyd urged the City Council not to act on the proposed interlocal agreement because of the large student turnout on the issue. Mr. Taylor stated that action should not occur until the students are heard from and that WSU will create avenues to accomplish that.

Advancement on the recommendations of the College Hill Neighborhood Study is being conducted by the planning department through the College Hill Tomorrow program. As part of this program, staff conducted numerous interviews with various stakeholders during the first four months of this year. Also, in April, the planning department conducted an open house to obtain public feedback on proposed goals and potential options for the neighborhood, including the concept of a University District. Approximately 40 people attended the event, and the department contacted many additional parties afterward to solicit input on the information presented. At its June 11 meeting, the Planning Commission discussed the preliminary results of the open house. At that time, the Commission

also expressed interest in a workshop session that would bring representatives of the various stakeholder groups together in one room for an interactive discussion of possible neighborhood enhancement activities. This workshop will be scheduled as soon as the planning department's workload permits.

8. Encourage growth, promote a welcoming business atmosphere, and consider passing a City Council resolution in support of the proposed Wal-Mart Supercenter in Pullman.

STATUS:

The Wal-Mart appeal has been decided in the City's favor. Wal-Mart is proceeding with plan approval and permitting for construction in 2009.

9. In the interest of public safety, continue to explore the creation of a business registration program that includes rental housing and continue to pursue options with WSU relating to the creation of an off-campus housing office.

STATUS:

Much activity took place regarding this goal in 2008. In addition to the discussions earlier in the year, on April 8 the City Council conducted a public meeting on business registration. Discussions were subsequently held on a draft business registration ordinance at City Council meetings on May 6 and May 20. At the City Council meeting on June 24 the City Council discussed an itinerant business ordinance. On July 8 the City Council adopted an itinerant vendor ordinance and fee schedule. On August 12 the City Council held a discussion on business registration and rental registration. The City Council adopted a business registration ordinance and fee schedule at the City Council meeting on August 26. The City Council also discussed rental registration and fees at the City Council meeting on August 26. With respect to the creation of a WSU off-campus housing office, much progress was made on this issue as well. WSU agreed to develop the office and to launch a voluntary off-campus rental inspection program.

10. Continue to explore affordable housing options.

STATUS:

A report on Affordable Housing was provided at the City Council meeting on March 18. An Affordable Housing for Whitman County Forum was held on March 20. Affordable Housing was discussed during the SEL presentation at the City Council meeting on September 16. Staff also held meetings with developers in 2008 regarding affordable housing issues.

11. Consider adopting an emergency snow removal and street cleaning ordinance to address the problem of parked vehicles that impede snow and gravel removal efforts.

STATUS:

It appears that adequate authority already exists in city code to enact these measures. This topic will be presented as a discussion item at a council meeting in October or early November.

12. Consider the creation of a self-supporting grant writer that would be funded through grants and possibly partnering with an outside organization.

STATUS:

During the summer, the Finance and Parks and Recreation Departments took advantage of the WSU College of Business internship program. The departments were able to work with Brandon Holbrook on grant opportunities and miscellaneous Finance Department projects. Brandon proved to be a valuable contributor.

Through this process staff learned valuable lessons:

- There are many grant opportunities that should be explored. Even with Brandon's help with identifying grant opportunities, staff was not able to follow through with the grant application process.
- The grant application process can be very lengthy and involved. The internship period did not provide enough time to explore what grant administrative requirements might be necessary. One of the grant applications that Brandon worked on required many hours to prepare a presentation that was made in Olympia, WA.

13. Consider accepting payment methods other than cash or checks for the city of Pullman.

STATUS:

The Finance staff has met with the City departments that were identified as potential electronic payment receivers. The consensus was to implement a phase-in approach by implementing electronic methods only in the Finance Department initially. The Finance Department has identified ACH payments for Water/Sewer payments, over-the-counter debit and credit card acceptance, over-the-phone debit and credit card acceptance, and automatic monthly credit card transactions for Water/Sewer payments as potential electronic payment methods. Staff is identifying security issues and cost estimates. Staff anticipates seeking City Council guidance on the issue this fall.

14. Consider the installation of surveillance cameras at key critical intersections and high risk public locations with the use of grant funding.

STATUS:

Officer Don Heroff was assigned to light duty in June and researched the goal. His research identified several **high activity locations**/needs for the surveillance cameras and those are as follows:

Intersections

Colorado Street at Monroe Street
Colorado Street at "A" Street
Colorado Street at "B" Street
Colorado Street at "C" Street
California at Monroe Street
Grand Avenue at Stadium Way
Grand Avenue at Davis Way
Grand Avenue at Main Street

Fixed Locations

Adams Mall North parking lot

Special Deployment

Needed for specific location short term problems

Issues yet to be addressed include the following:

Hardware

Identifying the surveillance camera outdoor capabilities, camera quality and options such as pan and zooming
Identifying the storage system and capabilities (how long does the video data stay stored and how is it retrieved)
Capability for use on computers in the police patrol vehicles

Infrastructure

Question of using hardwire or wireless or a combination thereof

Before pursuing the various alternatives and related costs, Chief Weatherly requests feedback on the Council's response to locations. If no further locations are identified or deleted, then costs, funding alternatives and an implementation plan will be developed but this will require more time and mid-2009 appears to be a realistic date for presentation of the results of this goal.

15. Explore the concept of Park & Ride lots.

STATUS:

Park & Ride lots have been explored as part of discussions with WSU. Suitable land on a transit route has not been identified.

16. Review existing ordinances and their enforcement.

STATUS:

A code enforcement meeting was held on August 19 with code enforcement staff from various city departments. The City Attorney conducted considerable research on various city enforcement codes prior to the meeting.

17. Engage the WSU Architecture School to provide design concepts for multi-story parking garages at the intersections of Grand Avenue/Davis Way and Paradise Street/High Street that would not require interior vehicle ramps.

STATUS:

Planning staff contacted the WSU Architecture School during the summer of 2008 and learned that the school could not include this project in its activities due to higher priority endeavors. This goal was also addressed at the City Council public meeting on downtown parking issues at the City Council meeting on July 8. It was noted that current estimates from the latest edition of the Urban Land Institute book *The Dimensions of Parking* estimate that the cost of a conventional parking structure is \$35,000 per space.

18. Review and act upon the recommendations of the Planning Commission and staff relative to downtown parking.

STATUS:

A discussion of downtown parking was held at the City Council meeting on April 8. A public meeting on downtown parking issues was held at the City Council meeting on July 8. At the City Council meeting on July 8 the City Council also passed a motion to create a new Code Enforcer position to enforce parking in the downtown area and elsewhere. At the City Council meeting on August 12, the City Council passed an ordinance regarding the Riverwalk parking lot. At the City Council meeting on September 9 a report was presented on the sale of Riverwalk parking permits. Public concerns were raised by downtown businesses pertaining to the cap of 30 on the number of permits being sold within the 76-space Riverwalk parking lot. At the City Council meeting on September 16 the City Council passed an ordinance raising the number of downtown business permits from 30 to 60.

MINUTES OF THE CITY COUNCIL
OF THE CITY OF PULLMAN
SEPTEMBER 23, 2008

Roll Call

The regular meeting of the City Council of the City of Pullman was held on September 23, 2008, at 7:30 p.m. in Council Chambers, City Hall, Pullman, Washington with the following present:

Glenn A. Johnson	Mayor
Troy Woo	Finance Director
Francis Benjamin	Councilmember
Keith Bloom	Councilmember
Ann Heath	Councilmember
Bill Paul	Councilmember
Barney Waldrop	Councilmember
Nathan Weller	Councilmember
Pat Wright	Councilmember

Call to Order

Mayor Johnson called the regular meeting to order at 7:30 p.m.

Announcements

Mayor Johnson made four announcements.

ORDER OF BUSINESS

Approval of Recommendations of Consent Agenda Items

CONSENT AGENDA

Mayor Johnson announced the Consent Agenda consisted of one item as staff has requested that Item No. 2 be removed from the Consent Agenda. Councilmember Wright moved, Councilmember Benjamin seconded to read the item on the Consent Agenda by title only.

Motion Carried.

City Attorney McAloon read the items on the Consent Agenda by title only. Councilmember Paul moved, Councilmember Benjamin seconded to adopt the Consent Agenda.

Motion Carried.

Motions

Minutes - September 16, 2008

1. The Council dispensed with the reading of the minutes of the regular meeting of September 16, 2008, and approved them as submitted.

REGULAR AGENDA

Motion

- Approve Schedule for 2009 Budget 2. Mayor Johnson announced that this item had been removed from the Consent Agenda at the request of staff. Finance Director Woo presented the staff report which included an overview of the proposed schedule and asked the Council for guidance on when to conduct the preliminary budget hearing. Council concurred to conduct a special meeting on November 5.

Councilmember Wright moved, Councilmember Benjamin seconded to adopt the 2009 budget schedule as amended. The motion carried unanimously.

Discussions

- WSU Fire Agreement 3. Mayor Johnson announced that a discussion is scheduled on the WSU Fire Agreement. City Supervisor Sherman presented the staff report. Councilmember Heath stated she is in favor of compromise but asked for clarification on the fire and emergency services run percentages as compared to the 2007 budget. City Supervisor Sherman responded. Councilmember Heath asked what will happen if WSU does not receive funding from the legislature for the 2009 biennium budget and if the funding is not approved if the contract can address the potential shortfall. City Supervisor Sherman responded. Councilmember Wright commented that if the funding is not approved for 2009 that future funding is not likely since the legislature will be approving a biennium budget for 2009-2011. The Council concurred to move forward with the agreement.

- Certified Local Government Program 4. Mayor Johnson announced that a presentation is now scheduled on a Certified Local Government Program. Planning Director Dickinson presented the staff report which included a description of the Certified Local Government Program, steps required to apply for Certified Local Government status, the differences between the national and local historical registers, the Planning Commission's hearing comments and recommendations, and key considerations for the Council.

Councilmember Paul thanked the Planning Commission for their work on the Certified Local Government Program, suggested that the Planning Commission's recommendation to put together an ad

hoc committee of nine members be reduced to five members plus one Planning Commission member. Councilmember Paul urged the Council not to rush this important issue and that the Planning Commission should be granted authority to approve design standards.

Councilmember Bloom stated he is in favor of reducing the ad hoc committee to five members plus one Planning Commission member, that the Council should review final requirements, that the Certified Local Government Program will enhance property values, that he has concerns with the funding issues, and asked what the long-term financial benefit is to the City.

Councilmember Waldrop concurred with the previous comments and stated that the ad hoc committee should have an open agenda and that he welcomes the expertise of this ad hoc committee.

Councilmember Heath asked if individual property owners will have grandfather rights when a district is approved. Planning Director Dickinson and Mayor Johnson responded. Councilmember Heath stated that she is troubled that property rights could be lost due to a majority vote to form a historic district.

Councilmember Wright stressed the importance of the autonomy of the Certified Local Government Commission and asked if they would have final authority. Planning Director Dickinson responded.

Councilmember Weller stated that he understood the benefits of the Certified Local Government Program but had difficulty with the issue when owners are forced to abide by standards and asked what the cost of the new design standards would be to the owners. Planning Director Dickinson responded.

Councilmember Bloom clarified that there are two items that are being discussed, the Certified Local Government Program and the historic preservation district, and that they should be considered separately. Councilmember Bloom stated he is in favor of both issues to help protect the community's treasures. Councilmember Heath responded.

Councilmember Benjamin stated he was in favor of separating the issues and asked when there is a

vote to establish a district, if the percentage needed for approval is based on number of owners or the amount of square feet or the number of parcels owned. Planning Director Dickinson responded. Councilmember Benjamin asked if the Certified Local Government Program was similar to a neighborhood covenant. Planning Director Dickinson responded.

Councilmember Paul stated that the two issues that Councilmember Bloom described are closely related and that the 27 guidelines that the Planning Commission discussed seemed to cover all of the design issues. Planning Director Dickinson responded.

Councilmember Benjamin spoke in favor of moving forward with the Certified Local Government Program with an ad hoc committee with five members plus one Planning Commission member and that the makeup of the committee include a stakeholder such as a landowner.

Councilmember Heath asked for further explanation on a zoning overlay provision. Planning Director Dickinson responded. Councilmember Heath asked if a zoning overlay is approved, are all of the property owners subject to the new requirements or is there grandfathering for existing property owners. Planning Director Dickinson and City Attorney McAloon responded.

Dave Gibney, 760 Reaney Way, stated that the zoning overlay would work but it would not receive the same benefits that would be received if a Certified Local Government Program was approved and that the City Council should separate the issues because a Certified Local Government Program can be put in place without adopting historic districts and spoke in support of including landlords on the ad hoc committee.

Allison Munch-Rotolo, 635 NE Illinois, speaking on behalf of the College Hill Association, spoke in favor of the Certified Local Government Program by describing its benefits, the importance of the program, and urged immediate action.

Alex Hammond, 1110 NE Indiana, stated that the ordinance will have to define the design standards, that the Certified Local Government Program is separable from the details, and that the ad hoc committee not burden planning staff

and not take away authority from the Planning Commission. Mr. Hammond spoke in favor of a larger ad hoc committee to broaden the opinions and expertise of the committee.

Councilmember Heath spoke in favor of proceeding with the Certified Local Government Program and not to let the issue sit any longer, that the issue be moved forward as soon as possible and that a timeline be set for the ad hoc committee.

Councilmember Bloom urged the Council not to rush forward, to allow proper public input.

Councilmember Wright asked for clarification that the first step in the process is to establish the Certified Local Government Program and then individuals would apply for historic district status. Planning Director Dickinson responded. Councilmember Wright and Planning Director Dickinson further discussed the process.

NEW BUSINESS

There were no items of new business.

ADJOURNMENT

Councilmember Waldrop moved, Councilmember Weller seconded to adjourn the regular meeting of the City Council.

Motion Carried.

Mayor Johnson adjourned the regular meeting of the City Council at 8:33 p.m.

Mayor

ATTEST:

Finance Director

3. A motion to ratify Change Order No. 1 to Contract No. 08-18,
Jackson-Kamiaken-Pioneer Sewer.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 10/14/08

ACTION REQUESTED:

Ratify approval of Change Order No. 1 to the Jackson-Kamiaken-Pioneer Sewer contract.

BACKGROUND:

During construction of a new sewer line in Kamiaken Street between Pioneer Street and Jackson Street, the roadway structure of Kamiaken Street failed under loading from the construction equipment due to insufficient road structure. The Contractor was directed to repair failed roadway areas in preparation for hot mix asphalt paving. The work included excavation, geogrid stabilization fabric, and placement of compacted crushed rock performed on a time and materials basis at a total cost of \$4,744.50. Change Order No. 1 compensates the contractor for this extra work. The asphalt paving was performed outside the contract by Poe Asphalt Paving. Funding for this project is from the Utility Capital Projects budget of the Utility Fund.

RECOMMENDATION:

By motion, ratify approval of change order no.1 to contract 08-18, Jackson-Kamiaken-Pioneer Sewer.

FISCAL IMPACT:

\$ 4,744.50
403-3362-594.35.63.00
BARS Code Number

SUBMITTED BY:

Name Mark Workman
Title Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Change Order No. 1

REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>10/2/08</u>
City Supervisor	<u>JS</u>	<u>10/9/08</u>
City Attorney	<u>May</u>	<u>10-3-08</u>

(As to Form)

City of Pullman
CONTRACT CHANGE ORDER NO. 1

Date: September 10, 2008

Contract No.: 08-18

Contract Title: Jackson-Kamiaken-Pioneer Sewer

To: (Contractor) M.L. Albright & Sons, Inc.

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No. (1)	Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc. (2)	Decrease in Contract Price (3)	Increase in Contract Price (4)
24	Repair the roadway section of Kamiaken Street from Pioneer Way to and including the intersection of Kamiaken and Jackson Street. The work includes removing asphalt concrete pavement, excavation, furnishing and installing geogrid soil stabilization fabric, and placing, grading, and compacting crushed surfacing base and top course. Price is Lump Sum @ \$4401.21 <div style="text-align: center;">RECEIVED SEP 29 2008</div>		\$4,401.21
Net Increase			\$4,401.21
7.8% Tax			\$343.29
Total Change to Contract			\$4,744.50

☒ Price changes are lump sum.

Price changes in Columns 3 and 4 are estimates; final costs will be based on contract unit prices — and final quantities.

Price changes in Columns 3 and 4 are estimates; this change order work will be performed by force — account.

The sum of \$4744.50 is hereby added to the total contract price, and the total adjusted contract price to date thereby is \$132,276.43.

This document will become an amendment to the contract and all provisions of the contract will apply hereto.

Accepted by: Shawn Albright
Contractor's Representative

9-28-08
Date

Title: President

Approved by: Mark D. Workman, P.E.
Director of Public Works

9/24/08
Date

4. A motion to ratify Change Order No. 1 to Contract No. 08-12, RV Park Sewer.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 10/14/08

ACTION REQUESTED:

Ratify approval of Change Order No. 1 to the RV Park Sewer contract.

BACKGROUND:

Part of the project for the RV Park Sewer contract was to construct a community RV sewer dump. The preferred location was determined to be in front of the old Parks Shop using a sewer line otherwise being abandoned with the project. To convert this old sewer line to the sewer dump line, there was a four foot section of broken pipe that needed to be replaced and a cleanout needed to be installed at the upstream location where the remaining line was abandoned. Change Order No. 1 compensates the contractor for this extra work at a total price, including sales tax, of \$539.00. Funding for this project is from the Utility Capital Projects Budget of the Utility Fund.

RECOMMENDATION:

By motion, ratify approval of Change Order No.1 to contract 08-12, RV Park Sewer.

FISCAL IMPACT:

\$ 539.00
403-3337-594.35.63.00
BARS Code Number

SUBMITTED BY:

Name Mark Workman
Title Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Change Order No. 1

REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>9/25/08</u>
City Supervisor	<u>JOSK</u>	<u>10/9/08</u>
City Attorney	<u>may</u>	<u>10-10-08</u>

(As to Form)

City of Pullman
CONTRACT CHANGE ORDER NO. # 1

Date: September 10, 2008

Contract No.: 08-12

Contract Title: RV Park Sewer

To: (Contractor) Atlas Sand and Rock, Inc.

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No. (1)	Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc. (2)	Decrease in Contract Price (3)	Increase in Contract Price (4)
12	Repair a section of city owned 8-inch concrete sewer pipe at the city's RV Park (includes cutting and removing asphalt concrete pavement, excavation, removal and replacement of four feet of broken sewer pipe, and backfill with select trench backfill Price is Lump Sum @ \$200.00		\$200.00
13	Furnish and install a cleanout on the 8-inch concrete sewer pipe serving the community dump station and abandon remaining sewer pipe upstream of said cleanout installation. (includes excavation, breaching the sewer pipe and furnishing and installing the cleanout, constructing a concrete plug in the end of abandoned sewer pipe, and backfilling the installation). Price is Lump Sum @ \$300.00		\$300.00
TOTAL DECREASE		\$0.00	
TOTAL INCREASE			\$500.00
Net Increase/Decrease			\$500.00
7.8% Tax			\$39.00
Total Change to Contract			\$539.00

☒ Price changes are lump sum.

Price changes in Columns 3 and 4 are estimates; final costs will be based on contract unit prices and final quantities.

Price changes in Columns 3 and 4 are estimates; this change order work will be performed by force account.

The sum of \$539.00 is hereby added to the total contract price, and the total adjusted contract price to date thereby is \$57,739.84.

The time provided for completion in the contract is unchanged/increased/decreased by calendar days. This document will become an amendment to the contract and all provisions of the contract will apply

Accepted by: Steve Burns Contractor's Representative 9/23/08 Date

Title: Contract Administrator

Approved by: Mark D. Workman, P.E. Director of Public Works 9/25/08 Date

5. A motion to ratify Change Order No. 1 to Contract No. 07-20,
Aquatic Center Painting.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 10/14/08

ACTION REQUESTED:

Ratify approval of Change Order No. 1 to the Aquatic Center Painting contract.

BACKGROUND:

Once we were under contract for the Aquatic Center Painting project, it was noted that the specified paint, Marathon CWS manufactured by United Coatings, was being discontinued and would no longer be supported by the manufacturer. A particular feature of this project is to recoat the Aquatic Center with a highly flexible elastomeric coating that will flex as the building moves under temperature variations. After research and discussion with various suppliers, the coating selected as a substitute was Flex Pro Elastomeric manufactured by Columbia Paint. The additional cost for this coating was \$2,270.00. Change Order No. 1 compensates the contractor for this additional expense. Central Pre Mix, the manufacturer of the concrete tilt-up panels that are the exterior walls of the Aquatic Center, has agreed to reimburse the City for this incremental cost increase. Funding for this project is from the Government Buildings budget.

RECOMMENDATION:

By motion, ratify approval of Change Order No. 1 to Contract 07-20, Aquatic Center Painting.

FISCAL IMPACT:

\$2,270.00
<u>504.4900.518.30.48.00</u>
BARS Code Number

SUBMITTED BY:

Name Mark Workman
Title Public Works Director
Dept. Public Works

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

1. Change Order No. 1

REVIEWED BY:

	Initial	Date
Department Head	<u>mw</u>	<u>9/22/08</u>
City Supervisor	<u>[Signature]</u>	<u>10-9-08</u>
City Attorney	<u>[Signature]</u>	<u>9-22-08</u>
(As to Form)		

City of Pullman
CONTRACT CHANGE ORDER NO. # 1

Date: September 12, 2008

Contract No.: 07-20

Contract Title: Aquatic Center Painting

To: (Contractor) Inland Northwest Painters, LLC

You are hereby requested to comply with the following changes from the contract plans and specifications:

Item No. (1)	Description of Changes - Quantities, Units, Unit Prices, Change in Completion Schedule, Etc. (2)	Decrease in Contract Price (3)	Increase in Contract Price (4)
1	Upgrade paint system		\$2,105.75
TOTAL DECREASE		\$0.00	
TOTAL INCREASE			\$2,105.75
Net Increase			\$2,105.75
Sales Tax at 7.8% (if applicable)			\$164.25
Total Change to Contract			\$2,270.00

☒ Price changes are lump sum.

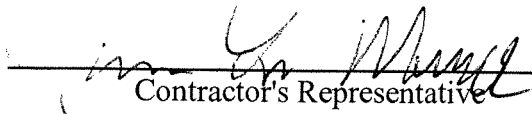
Price changes in Columns 3 and 4 are estimates; final costs will be based on contract unit prices — and final quantities.

Price changes in Columns 3 and 4 are estimates; this change order work will be performed by force — account.

The sum of \$2,270.00 is hereby added to the total contract price, and the total adjusted contract price to date thereby is \$21,092.96.

The time provided for completion in the contract is unchanged. This document will become an amendment to the contract and all provisions of the contract will apply hereto.

Accepted by:


Contractor's Representative

9-17-08
Date

Title:

Manager

Approved by:

Mark D. Workman, P.E.
Director of Public Works

9/17/08
Date

6. A motion to accept as complete Contract No. 08-03, Bishop Blvd Sidewalk - Pro Mall, South.

NOTES:

REQUEST FOR COUNCIL ACTION

For Meeting of: 10/14/08

ACTION REQUESTED:

Accept the Bishop Blvd Sidewalk – Pro Mall, South contract as complete.

BACKGROUND:

The scope of contract 08-03, Bishop Blvd Sidewalk – Pro Mall, South, provided for the construction of sidewalk along the east side of Bishop Boulevard from the bridge over the South Fork of the Palouse River at Pro Mall Boulevard to approximately 340 feet to the south to infill a gap in the sidewalk system at this location. The contractor for this project was Motley-Motley, Inc. and all work has now been completed in substantial conformance with the contract documents. The final contract amount was \$26,664.40 compared to the bid amount \$31,465.40. A copy of the Final Estimate of Work Completed is attached for reference. Funding for this project was from the Arterial Street Fund with the assistance of an 80% grant from the State Transportation Improvement Board.

RECOMMENDATION:

By motion, accept contract 08-03, Bishop Blvd Sidewalk – Pro Mall, South, as complete.

FISCAL IMPACT:

\$26,664.40
104.4500.595.61.63.00
BARS Code Number

SUBMITTED BY:

ATTACHMENTS FOR COUNCIL REVIEW/ACTION:

Name Mark Workman
Title Public Works Director
Dept. Public Works

1. Final Estimate of Work Completed

REVIEWED BY:

	Initial	Date
Department Head	<u>MW</u>	<u>10/2/08</u>
City Supervisor	<u>[Signature]</u>	<u>10-9-08</u>
City Attorney (As to Form)	<u>[Signature]</u>	<u>10-3-08</u>

CITY OF PULLMAN
BISHOP BLVD SIDEWALK- PRO MALL, SOUTH

Contract Title:
 Contract No.:
 Contractor:

Bishop Blvd Sidewalk-Pro Mall, South Progress Payment No.: 2
 08-03 Month of: September
 Motley-Motley, Inc. P.O. No.: en-80685

Item No.	Bid Item	Estimated Quantity	Unit Price	Amount	Total Units	Total Amount
1	Mobilization	1 L.S.	2,200.00	2,200.00	1.00	\$ 2,200.00
2	Roadway Excavation and Haul	100 C.Y.	12.50	1,250.00	100.00	1,250.00
3	Crushed Surfacing Top Course	325 Ton	17.00	5,525.00	164.20	2,791.40
4	4" Cement Concrete sidewalk	272 S.Y.	35.70	9,710.40	275.00	9,817.50
5	Modular Block Retaining Wall	220 S.F.	28.50	6,270.00	223.00	6,355.50
6	4' Fencing	100 L.F.	23.10	2,310.00	100.00	2,310.00
7	Traffic Control Labor	80 Hrs.	40.00	3,200.00	23.50	940.00
8	Adjust Utility Box to Grade	1 EA	250.00	250.00	1.00	250.00
9	Erosion Control	150 L.F.	5.00	750.00	150.00	750.00
PREVIOUS PAYMENTS:						
1	\$25,331.18	7			Total Work to Date	\$ 26,664.40
2		8			Less Retainage (5%)	
3		9				
4		10			Due to Date	26,664.40
5		11			Less Previous Payments	25,331.18
6		12			Amount Due This Payment	\$ 1,333.22
TOTAL PREVIOUS PAYMENTS: \$ 25,331.18						

SUMMARY:

BARS Code 104.4500.595.61.63.00

Checked: _____ Date: _____
 Inspector

Approved: Mark W. [Signature] Date: 9/22/08
 Engineer

Approved: [Signature] Date: 9/22/08
 Contractor