



BUCKLEY CITY COUNCIL **AMENDED** AGENDA

Tuesday, June 25, 2024, at 6:00 P.M.

Multi-Purpose Center, 811 Main Street

Next Ordinance #08-24, Next Resolution #24-04, Next Agenda Bill #24-032

Or Via Zoom:

<https://us02web.zoom.us/j/83366597529?pwd=N2hMTmh5eEZ4TGpJd2dpbFp0cnkvdz09>

Call-in Number: 253-215-8782

Meeting ID: 833 6659 7529 Meeting Passcode: 863441

A. **CALL TO ORDER**

1. Pledge of Allegiance
2. Roll call
3. Agenda Modifications
4. Announcements, Appointments and Presentations
 - a. Proclamation – Recognition of the 50th Buckley Log Show
 - b. **Recognition of Asst. Fire Chief Olson**

B. **PUBLIC COMMENTS** - *Time Limit of Three Minutes* (Citizens wishing to speak are Encouraged to sign up at City Hall by Wednesday prior to the Council Meeting)

C. **COMMITTEE REPORTS**

- | | |
|--|----------|
| 1. Mayor's Report | Burkett |
| 2. Development Services Utilities & Transportation | Arsanto |
| 3. Planning Commission | Arsanto |
| 4. Citizen's Advisory Commission | Anderson |
| 5. Council Member Comments & Good of the Order | |

D. **CONSENT AGENDA**

- a. Claims and Payroll

E. **REGULAR AGENDA**

1. **RESOLUTION**

- a. RES No. 24-___: City Hall Addition and Modernization Project Bid Award

2. **UNFINISHED BUSINESS**

- a. Engineering Services Proposal for Construction Management for City Hall Addition & Modernization Project

3. **NEW BUSINESS**

F. **STAFF REPORTS**

1. Development Services Update
2. Fireworks
3. City Administrator Update

G. **PUBLIC COMMENTS** - *Time Limit of Three Minutes*



PROCLAMATION

IN RECOGNITION OF THE 50TH YEAR OF THE BUCKLEY LOG SHOW

WHEREAS, the City of Buckley has a rich and storied history deeply rooted in the logging industry, which has been a cornerstone of our community's economy, culture, and heritage; and

WHEREAS, for half a century, the Buckley Log Show has been a cherished tradition that celebrates the hard work, skill, and dedication of loggers and their families, while also providing an opportunity for residents and visitors to come together in a spirit of camaraderie and festivity; and

WHEREAS, The Buckley Log Show has grown to become the most anticipated event of the year, drawing participants and spectators from near and far to enjoy competitions, entertainment, and the unique culture of the logging community; and

WHEREAS, this year marks the 50th Annual Buckley Log Show, a milestone that highlights the enduring legacy and continued relevance of this important event in our City's heritage; and

WHEREAS, the success of the Buckley Log Show is a testament to the hard work and dedication of countless volunteers, sponsors, participants, and supporters who have contributed to its ongoing vitality and growth over the years; and

WHEREAS, the City of Buckley wishes to recognize and honor the organizers, volunteers, participants, and supporters of the Buckley Log Show for their unwavering commitment to preserving and promoting the traditions of the logging industry to our community.

NOW, THEREFORE, BE IT RESOLVED, I, Beau Burkett, Mayor of Buckley, do hereby proclaim for the last 50 years and Henceforth the last full weekend in June will be known as:

"BUCKLEY LOG SHOW WEEKEND"

in the City of Buckley and encourage all residents and visitors to join in the celebration of this momentous occasion, to honor our community, and to support the events and activities of the 50th Annual Buckley Log Show.

IN WITNESS WHEREOF, I have here unto set my hand and caused the Seal of the City of Buckley to be affixed this 25th of June 2024.

Mayor Beau Burkett

Date

B. PUBLIC COMMENTS

C. COMMITTEE REPORTS



**BUCKLEY CITY COUNCIL
DEVELOPMENT SERVICES, UTILITIES & TRANSPORTATION COMMITTEE**

June 17, 2024

**Courtney Brunell, Chris Banks, Dom Miller, Kristen LaFrance, Chris Farnsworth,
Kenny Arsanto & Carolyn Harding**

Started at 4:00 PM and ended at 4:55 PM

Discussion Topics

1. Building & Planning Permitting Software:

Minute Notes: Chris Farnsworth discussed the software program "Civic Plus" that they chose to streamline the permitting process. It has many other software components that can be implemented in other departments, such as 311 for general public notifications to all city departments and automating public disclosure requests. 311 will allow Public Works to utilize a work order system within our department. Standard response times will be implemented to ensure that we are communicating and handling service requests promptly.

2. Active Developments:

Minute Notes: Chris Farnsworth reviewed the active development map and project status list. The Planning Department is working on getting an updated development map with the numbers where it shows where each project is within the city.

There are currently 21 projects on this list. Yellow projects are in construction or complete, blue projects have civil approval but are not yet started, green projects are in civil review and orange projects are in closeout status.

3. 6-year STIP:

Minute Notes: Dom went over the Six Year Transportation Improvement Plan (STIP). This is a table and map of 22 projects. The two that are square are studies of potential future projects – the Comprehensive Safety Action Plan and the SR 410 Corridor Study. Dom explained that WSDOT has informed everyone to inflate cost estimates as they will not provide additional funding due to over cost estimates.

The city did add project #22, a sidewalk and ADA plan project. It is a pedestrian project on C Street from Jefferson to Mason and Jefferson from A St to C St for \$460k.

Carol would like Mundy Loss and 112th added to the STIP due to safety issues at that four-way stop. She realizes that is more difficult due to Pierce County being on the other side.

Kenny Arsanto is ok with adding the two on Ryan as well.

4. **Complete Streets Ordinance:**

Minute Notes: Complete Streets in Washington State refers to an approach that aims to create a transportation system accommodating all users. This includes pedestrians, bicyclists, motorists, and transit riders. When the City of Buckley adopts the Complete Streets Ordinance it will allow the city to apply for more funding from the Transportation Improvement Board (TIB).

5. **Current Staffing Levels:**

Minute Notes: Staffing levels within Public Works are low due to PFMLA leaves. Public Works anticipates 4 full-time staff potentially will be on PFMLA in the near future. Coupled with vacations this creates some difficulties in completing our daily, monthly and annual tasks in a timely manner.

6. **Item: Radar Board on Ryan Road not functioning.**

Minute Notes: Kenny Arsanto informed us that the speed radar board on Ryan Road is not functioning. Director Banks told him that we would look into this as it is more than likely a charging issue.

7. **Item: Emergency Fire Works Ordinance**

Minute Notes: Carol inquired if we were going to do an emergency fireworks ordinance. The City of Buckley currently follows Pierce County regulations regarding fireworks. Ultimately the Buckley Fire Chief will follow suit to any regulations Pierce County puts in place.

8. **Item:**

Minute Notes:

D. CONSENT AGENDA

CITY OF BUCKLEY			
Payroll and Claims/Treasurer Checks - May 2024			
June 11 , 2024 Council Meeting			
FUND #	FUND NAME	AMOUNT	ITEM
001	General Fund	\$ 398,236.38	Payroll
		\$ 190,130.90	Claims/Treasurer Checks
003	GF Cumulative Reserve		Claims/Treasurer Checks
004	Cemetery		Claims/Treasurer Checks
007	Police Equip. Maintenance Reserve		Payroll
		\$ 2,857.50	Claims/Treasurer Checks
008	Railroad ROW	\$ 2,507.59	Payroll
			Claims/Treasurer Checks
030	Fire Equipment & EMS Reserve	\$ 64,025.12	Claims/Treasurer Checks
035	Park Construction		Claims/Treasurer Checks
101	Street Operations	\$ 7,532.36	Payroll
		\$ 11,840.02	Claims/Treasurer Checks
102	Street Capital Improvement	\$ 88,445.04	Claims/Treasurer Checks
103	Transportation Benefit District		Claims/Treasurer Checks
105	EMS	\$ 19,995.62	Payroll
		\$ 21,602.29	Claims/Treasurer Checks
109	Criminal Justice		Payroll
			Claims/Treasurer Checks
134	Fire Dept Facility Maint & Cap Imp		Claims/Treasurer Checks
136	Visitor Promotion	\$ 582.23	Claims/Treasurer Checks
202	Fire Station Construction Bond	\$ 67,860.00	Claims/Treasurer Checks
307	Capital Improvement	\$ 278,151.09	Claims/Treasurer Checks
308	Comp Plan Capital Improvements		Payroll
		\$ 18,591.42	Claims/Treasurer Checks
401	Natural Gas Operations		Claims/Treasurer Checks
402	Water Sewer Operations	\$ 121,803.79	Payroll
		\$ 62,519.63	Claims/Treasurer Checks
403	Solid Waste		Claims/Treasurer Checks

FUND #	FUND NAME	AMOUNT	ITEM
405	Sewer Construction	\$ 478,055.00	Claims/Treasurer Checks
406	Water Construction	\$ 198,324.62	Claims/Treasurer Checks
407	Storm Drain Operation & Maint	\$ 33,695.16	Payroll
		\$ 12,365.51	Claims/Treasurer Checks
408	Stormwater Construction	\$ 17,776.11	Claims/Treasurer Checks
430	Utility Equipment Reserve		Claims/Treasurer Checks
631	Municipal Court Trust		Claims/Treasurer Checks
632	Custodial Activities	\$ 9,095.70	Claims/Treasurer Checks
	Total Payroll	\$ 583,770.90	
	Total Claims & Treasurer Checks	\$ 1,522,222.18	
	Date Approved by Council -		Finance Director, Sandi Hines
Payroll =	May- mid-month draw & end of month		
Claims =	May - all batches		

E. REGULAR AGENDA



CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT: RES No. 24-__ :Bid Award – City Hall Addition & Modernization Project Rebid Cost Impact: \$2,736,553.28 Fund Source: Fund 307 Timeline: ASAP	Agenda Date: June 25, 2024		AB24-032
	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator	X	
	City Attorney		
	City Engineer	X	
	City Clerk		X
	Finance Dept		
	Building Official		
	Fire Dept		
	Parks & Recreation		
	Building & Planning		
	Police Dept		
	Municipal Court		
	PW/Utilities		X
Staff Contact: Courtney Brunell or Dom Miller			
Attachments: Gray & Osborne letter dated June 5, 2024, with bid tabulation			
SUMMARY STATEMENT: On May 14, 2024, the City conducted a sealed bid opening for the City Hall Project Rebid. After reviewing and evaluating the bids, Staff recommends award of Base Bid and Additive Item 1 (Metal Roof) to lowest responsive, responsible bidder – Lincoln Construction, Inc. of Puyallup, WA.			
COMMITTEE REVIEW AND RECOMMENDATION: NA			
RECOMMENDED ACTION: Move to Approve Resolution No. 24-04 to Award Bid of Base Bid and Additive Item 1 of City Hall Addition & Modernization Project Rebid to Lincoln Construction, Inc. for the price of \$2,736,553.28			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	



TO: Mayor and City Councilmembers
FROM: Courtney Brunell, City Administrator
DATE: June 11, 2024
SUBJECT: City Hall Project

Purpose: The purpose of this memo is to provide an overview of the City Hall Addition and Modernization project for Councils consideration at bid award.

Background: The current City Hall is no longer functional. There is not enough space to accommodate existing staff and inadequate filing/storage space. Additionally, there are no conference or meeting rooms available. The Planning and Building Department has also outgrown its space at the multi-purpose center. The Council has previously emphasized the benefits of co-locating all administrative functions in one location, which would improve operational continuity, oversight, and accessibility for citizens when engaging with various departments.

The remodeled City Hall will add 1,919 square feet of new office area for a total of 3,826 square feet. Per the floor plan, this space will comfortably accommodate up to 18 staff members, which meets our anticipated long-term staffing needs in administration, finance, the clerk's office, and the building and planning departments. It will also provide a conference room, a multi-use front counter, and a revised entryway to better serve the community.

Timeline:

- **October 11, 2022:** Council approved a contract with Gray and Osborne & Tovani-Hart to complete the design and engineering services for the City Hall Addition and Modernization Project. Estimated budget: \$1,550,000.
- **January 24, 2023:** Staff provided a revised cost estimate of \$1,637,000 to include improvements to the HVAC system, demolition, abatement of discovered wood rot, installation of a metal roof system, and construction of an asphalt parking lot and sidewalk to the back entry.

- **May 16, 2023:** Bids received for the City Hall Remodel ranged from \$1,659,198 (base) to \$2,078,778 (inclusion of metal roof & parking lot).
- **June 13, 2023:** Due to high bid amounts and space concerns, staff proposed alternatives to redesign the project to include a second addition and reject all bids. The total cost for the second addition was estimated to be \$2,657,900 - \$2,886,000.
- **August 8, 2023:** Staff presented a financing plan for the second addition and expressed concerns with the original design. The financing plan included the use of cumulative reserve funds, which must be approved by resolution.
- **August 22, 2023:** Council voted via resolution 23-10 to reject all bids for the original City Hall design. Council did not choose to use the cumulative reserve to partially fund the project and requested the project be delayed until 2024 to focus on the budget.
- **November 28, 2023:** Council approved the 2024 budget via ordinance No. 19-23. The approved budget includes \$2,657,900 for the City Hall Addition and Modernization Project
- **January 9, 2024:** Council voted to approve the engineering services proposal for phase 2 redesign with option C, which was estimated to increase the cost of the original budgeted design by \$150,000, for a total budget of \$2,807,000. The remaining \$150,000 was discussed to come out of REET dollars to be budgeted in 2025.
- **May 14, 2024:** Bid opening for the redesigned City Hall project. The engineers' estimate for the project with all alternatives was \$2,711,059, including the parking lot and metal roof. The lowest responsible bidder came in at \$2,736,553.28, including the metal roof but excluding the parking lot. This total does not include construction management which is a total of \$135,000 or the cost of the temporary construction office to house IT equipment during the construction period estimated at \$4,000.

Budget:

City Hall Addition and Modernization Project
Financing Plan
Updated 6.5.2024

		<u>Baseline + Metal Roof</u>	
Total Proposed Project Cost		\$	2,875,000
Funding Plan			
2024	Budgeted in Fund 307	\$	2,657,900
2025	REET 1		180,000
2024	Project Savings*		40,000
		\$	2,877,900

*We have had project savings in the Foothills Trailhead Parking lot and Bevlo Street improvements this year.

In 2024 the City Council budgeted \$2,657,900 for the City Hall Addition and Remodel. This allocation included REET 307 dollars, REET investment earnings & transfers from the

utilities capital funds based on the 2023 indirect cost allocation plan (ICAP) model. Since the project will not be completed until 2025 or early 2026, the City can budget future 307 REET revenue (anticipated at \$180,000-\$200,000 annually) to close the \$219,000 budget gap between the 2024 budget amount and the estimated total project cost.

Considerations for other Capital Improvements:

Aside from City Hall- the most anticipated capital improvement in the City of Buckley is the Miller Park Project. The City is currently working towards funding Miller park using a combination of grants, city matching funds and in-kind/private donations. In 2024 the Council budgeted \$288,000 out of 307 for Miller Park which will roll over to 2025 and be used towards the required match if the City is awarded grant funds. In addition, the City will be able to use the revenue brought into 308 (anticipated at \$180,000-\$200,000 annually) and park construction which will have an ending fund balance of \$390,967 in 2024 towards the park match.

At an upcoming Council meeting, as part of the comprehensive plan update, Council will also review a proposal to adjust our park impact fees which will further support Miller Park and other new park projects throughout the City.

Next Steps & Timeline: At this time staff invites discussion and direction from the City Council.

June 11, 2024- Council review and tentative action

If approved, **Summer, 2024-** construction begins, City staff will be responsible for moving all office equipment to the storage building at the wastewater treatment plant.

Summer 2024-Winter 2025 (2026)- Construction is estimated to take 18 months. During construction, staff will relocate to the fire station & multi-purpose center, with the multi-purpose center serving as the primary front counter.

Attachments:

1. Revised design for the City Hall Addition and Modernization Project



June 5, 2024

Ms. Courtney Brunell
City Administrator
City of Buckley
P.O. Box 1960
Buckley, Washington 98321

SUBJECT: REVIEW OF BIDS, CITY HALL ADDITION AND MODERNIZATION
PROJECT REBID
CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON
G&O #22269.00

Dear Ms. Brunell:

On May 14, 2024, the City of Buckley received six bids for the City Hall Addition and Modernization Project Rebid. The lowest bidder has been deemed not responsible and their bid information is not presented herein. Total Construction Cost, Base Bid plus Additive Item 1 bids ranged from \$2,736,553.28 to \$3,335,021.43. The Engineer's Estimate for Total Construction Cost, Base Bid plus Additive Item 1 was \$2,658,582.20. Each proposal was checked for correctness of extensions of the prices per unit and the total price. Six corrections were made; however, these corrections did not change the position of the low bidder.

We have provided a bid summary with this letter. The bidders and their respective bid amounts, including sales tax where applicable, are as follows:

Base Bid and Additive Item 1:

	Engineer's Estimate	\$2,658,582.20
1.	Lincoln Construction, Inc. (Puyallup, WA)	\$2,736,553.28
2.	Bayley Construction, LP. (Mercer Island, WA)	\$2,973,034.12
3.	Andy Johnson & Company, Inc. (Tacoma, WA)	\$2,995,218.37
4.	Kassel & Associates, Inc. (Redmond, WA)	\$3,041,502.00
5.	Optimus Construction & Development, Inc. (Seattle, WA) ...	\$3,335,021.43

The lowest responsive bidder, Lincoln Construction, Inc. of Puyallup, WA is currently a Washington State registered and licensed contractor and appears to have the relevant qualifications and experience to successfully perform the work the project will require.



Ms. Courtney Brunell
June 5, 2024
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To our knowledge, the lowest bidder has not claimed bid error and no formal bidding protests have been recorded. In accordance with RCW 39.04, we have verified the lowest bidder, Lincoln Construction, Inc. of Puyallup, WA, has met the responsibility criteria. The Mandatory Bidder Responsibility Checklist, including documentation, is attached for the City's file. We have also reviewed the Supplemental Bidder Criteria information submitted by Lincoln Construction, Inc., and they appear to meet the requirements of the Supplemental Bidder Responsibility Criteria.

Based on our evaluation and available City funds, we recommend that Base Bid plus Additive Item 1 be awarded to the lowest responsive, responsible bidder:

Lincoln Construction, Inc.
11803 101st Avenue East, Suite 201
Puyallup, WA 98373

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

Sincerely,

GRAY & OSBORNE, INC.

Dominic J. Miller, P.E.

DJM/sp
Encl.

cc: Mr. Chris Banks, Public Works Director, City of Buckley

BIDDER			ENGINEER'S ESTIMATE			LINCOLN CONSTRUCTION, INC.			BAYLEY CONSTRUCTION, I.P.			ANDY JOHNSON & COMPANY, INC.			KASSEL & ASSOCIATES, INC.			OPTIMUS CONSTRUCTION AND DEVELOPMENT, INC.		
BIDDER ADDRESS						11803 101st Avenue E., Ste. 201 Puyallup, WA 98373			8005 SE 28th Street Mercer Island, WA 98040			P.O. Box 1298 Tacoma, WA 98401			7126 180th Avenue NE #C-103 Redmond, WA 98052			P.O. Box 84206 Seattle, WA 98124		
WASHINGTON STATE WORKMAN'S COMP. ACCT. NO.						200,700-00			931,721-00			352,236-00			182,742-00			\$29,097-00		
WASHINGTON STATE CONTRACTOR'S REG. NUMBER						LINCOCCH15GJH			BAYLECI136GJ			ANDYJ**24QOT			KASSEAI194OM			OPTIMCD85GLK		
BID BOND OR OTHER GOOD FAITH TOKEN						5% BID BOND			5% BID BOND			5% BID BOND			5% BID BOND			5% BID BOND		
NO.	ITEM	QUANTITY	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
BASE BID																				
1	Mobilization and Demobilization	1 LS	\$200,000.00	\$200,000.00	\$75,000.00	\$75,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$107,027.00	\$107,027.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
2	Minor Change	1 CALC	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00	\$50,000.00
3	City Hall Improvements	1 LS	\$2,100,000.00	\$2,100,000.00	\$2,378,988.00	\$2,378,988.00	\$2,603,271.00	\$2,603,271.00	\$2,603,271.00	\$2,577,877.00	\$2,577,877.00	\$2,657,000.00	\$2,657,000.00	\$2,657,000.00	\$2,657,000.00	\$2,657,000.00	\$2,657,000.00	\$2,657,000.00	\$2,657,000.00	\$2,657,000.00
4	Trench Excavation Safety Systems	1 LS	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	\$2,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00	\$1,000.00
5	Roof Sheathing Sheet	60 EA	\$160.00	\$9,600.00	\$165.00	\$9,900.00	\$40.00	\$2,400.00	\$40.00	\$2,400.00	\$136.00	\$8,160.00	\$100.00	\$6,000.00	\$100.00	\$6,000.00	\$100.00	\$100.00	\$100.00	\$100.00
	Subtotal, Base Bid			\$2,360,600.00		\$2,514,888.00		\$2,705,671.00		\$2,705,671.00		\$2,745,064.00		\$2,764,000.00		\$2,764,000.00		\$3,028,113.00		\$3,028,113.00
	Sales Tax @ 8.2%			\$193,569.20		\$206,220.82		\$221,865.02		\$221,865.02		\$225,095.25		\$226,648.00		\$226,648.00		\$248,305.27		\$248,305.27
	TOTAL CONSTRUCTION COST, BASE BID			\$2,554,169.20		\$2,721,108.82		\$2,927,536.02		\$2,927,536.02		\$2,970,159.25		\$2,990,648.00		\$2,990,648.00		\$3,276,418.27		\$3,276,418.27
ADDITIVE ITEM 1																				
1	Metal Roof In Lieu of Composite Roof	1 LS	\$96,500.00	\$96,500.00	\$14,274.00	\$14,274.00	\$42,050.00	\$42,050.00	\$42,050.00	\$23,160.00	\$23,160.00	\$47,000.00	\$47,000.00	\$47,000.00	\$47,000.00	\$47,000.00	\$47,000.00	\$47,000.00	\$47,000.00	\$47,000.00
	Subtotal, Additive Item 1			\$96,500.00		\$14,274.00		\$42,050.00		\$42,050.00		\$23,160.00		\$47,000.00		\$47,000.00		\$47,000.00		\$47,000.00
	Sales Tax @ 8.2%			\$7,913.00		\$1,170.47		\$3,448.10		\$3,448.10		\$1,899.12		\$3,854.00		\$3,854.00		\$4,441.27		\$4,441.27
	TOTAL CONSTRUCTION COST, ADDITIVE ITEM 1			\$104,413.00		\$15,444.47		\$45,498.10		\$45,498.10		\$25,059.12		\$50,854.00		\$50,854.00		\$51,442.54		\$51,442.54
ADDITIVE ITEM 2																				
1	Parking Lot	1 LS	\$48,500.00	\$48,500.00	\$38,704.00	\$38,704.00	\$41,491.00	\$41,491.00	\$41,491.00	\$38,800.00	\$38,800.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00	\$42,000.00
	Subtotal, Additive Item 2			\$48,500.00		\$38,704.00		\$41,491.00		\$41,491.00		\$38,800.00		\$42,000.00		\$42,000.00		\$42,000.00		\$42,000.00
	Sales Tax @ 8.2%			\$3,977.00		\$3,173.73		\$3,402.26		\$3,402.26		\$3,181.60		\$3,444.00		\$3,444.00		\$3,496.25		\$3,496.25
	TOTAL CONSTRUCTION COST, ADDITIVE ITEM 2			\$52,477.00		\$41,877.73		\$44,893.26		\$44,893.26		\$41,981.60		\$45,444.00		\$45,444.00		\$45,496.25		\$45,496.25
	TOTAL CONSTRUCTION COST, BASE BID			\$2,554,169.20		\$2,721,108.82		\$2,927,536.02		\$2,927,536.02		\$2,970,159.25		\$2,990,648.00		\$2,990,648.00		\$3,276,418.27		\$3,276,418.27
	TOTAL CONSTRUCTION COST, ADDITIVE ITEM 1			\$104,413.00		\$15,444.47		\$45,498.10		\$45,498.10		\$25,059.12		\$50,854.00		\$50,854.00		\$51,442.54		\$51,442.54
	TOTAL CONSTRUCTION COST, ADDITIVE ITEM 2			\$52,477.00		\$41,877.73		\$44,893.26		\$44,893.26		\$41,981.60		\$45,444.00		\$45,444.00		\$45,496.25		\$45,496.25
	TOTAL CONSTRUCTION COST, BASE BID, ADDITIVE ITEM 1			\$2,658,582.20		\$2,736,553.28		\$2,972,034.12		\$2,972,034.12		\$2,995,218.37		\$3,041,502.00		\$3,041,502.00		\$3,327,860.81		\$3,327,860.81
	TOTAL CONSTRUCTION COST, BASE BID, ADDITIVE ITEM 2			\$2,606,646.20		\$2,762,986.54		\$2,972,429.28		\$2,972,429.28		\$3,012,140.85		\$3,036,092.00		\$3,036,092.00		\$3,341,948.51		\$3,341,948.51

DENOTES
 MATHEMATICAL OR
 ROUNDING ERROR

Sealed bids were opened at the City of Buckley, 240 South River Road, Buckley, Washington 98321 on Tuesday, May 14, 2024, at 2:00 p.m. (local time).
 I hereby certify that, to the best of my knowledge, the above tabulations are true and correct transcriptions of the unit prices and total amounts bid.
 DOMINIC J. MILLER, P.E.

DATE: 5/2024
 DRAWN: SC
 CHECKED: DJM
 APPROVED: DJM
 Page 1 of 1

GRAY & OSBORNE, INC.
 CONSULTING ENGINEERS

CITY OF BUCKLEY, WASHINGTON
 CITY HALL ADDITION AND MODERNIZATION PROJECT - REBID
 GRAY & OSBORNE #22269

Mandatory Bidder Responsibility Checklist

The following checklist will be used in documenting that a Bidder meets the mandatory responsibility criteria. The Engineer should print a copy of documentation from the appropriate website to include with this checklist in the contract file.

General Information	
Owner/Project Name: CITY OF BUCKLEY CITY HALL ADDITION (...) PROJECT	Project Number: 22269.00
Bidder's Business Name: LINCOLN CONSTRUCTION INC	Bid Submittal Deadline: 05/14/2024 @ 2:00 PM
Contractor Registration	
https://secure.lni.wa.gov/verify/	
License Number: LINCOCI156JH	Status: Active: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Effective Date (must be effective on or before Bid Submittal Deadline): 04/08/1985	Expiration Date: 03/19/2026
Current UBI Number	
https://secure.lni.wa.gov/verify/	
UBI Number: 600 536 695	Account: Open <input type="checkbox"/> Closed <input type="checkbox"/>
Industrial Insurance Coverage/Worker Compensation	
https://secure.lni.wa.gov/verify/	
Account Number: 200,700-00	Account Current: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Employment Security Department Number	
Employment Security Department Number: 5589 00003	
<ul style="list-style-type: none"> • Has Bidder provided account number on the Bid Form? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> • And/or have you asked the Bidder for documentation from Employment Security Department on account number? Yes <input type="checkbox"/> No <input type="checkbox"/> 	
State Excise Tax Registration Number	
https://secure.lni.wa.gov/verify/	
Tax Registration Number: 600 536 695	Account: Open <input type="checkbox"/> Closed <input type="checkbox"/>
Certification of Compliance with Wage Payment Statutes Clause Signed	
(See Proposal for Required Clause or Signed Certification Form) Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	
Not Disqualified from Bidding	
https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx	
Is the Bidder listed on the "Contractors Not Allowed to Bid" list of the Department of Labor and Industries? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	
Public Works Requirements Training	
https://secure.lni.wa.gov/verify/	
Contractor: Is Exempt from this Requirement <input checked="" type="checkbox"/> Has Completed Training <input type="checkbox"/> Has Not Completed Training <input type="checkbox"/>	
Excluded Parties Listing System (Federal Funded Projects)	
https://www.sam.gov/	
Does the Bidder have an Active Exclusion? Yes <input type="checkbox"/> No <input type="checkbox"/>	
Checked by:	
Name: Tully Genis	Date: 06/04/2024

Contractors

LINCOLN CONSTRUCTION INC

Owner or tradesperson TIEGS, JEFFREY TODD

Principals

TIEGS, JEFFREY TODD, PRESIDENT

TIEGS, JAMES THOMAS, VICE PRESIDENT

LINCOLN, ROGER H

(End: 01/01/1999)

LINCOLN, DANIEL CHARLES, PRESIDENT

(End: 02/23/2024)

11803 101st Ave E

Suite 201

Puyallup, WA 98373

253-847-6414

PIERCE County

Doing business as

LINCOLN CONSTRUCTION INC

WA UBI No.

600 536 695

Business type

Corporation

Registration

Verify the contractor's active registration / license / certification (depending on trade) and any past violations.

Construction Contractor

Active

Meets current requirements.

License specialties

GENERAL

License no.

LINCOCI156JH

Effective — expiration

04/08/1985— 03/19/2026

L&I Contractor Registration:

1-800-647-0982 - Email: ContReg@Lni.wa.gov

Bond

United Fire and Casualty Co

\$12,000.00

Bond account no.

55227362

Received by L&I

02/23/2024

Effective date

03/19/2024

Expiration date

Until Canceled

Philadelphia Indemnity Ins Co

\$12,000.00

Bond account no.
pb12538600020

Received by L&I
03/14/2019

Effective date
03/19/2019
Expiration date
Until Canceled

Bond history

Insurance

Charter Oak Fire Ins Co

\$1,000,000.00

Policy no.
DT-CO-2R482673-COF-2

Received by L&I
08/31/2023

Effective date
09/02/2023
Expiration date
09/02/2024

Insurance history

Savings

No savings accounts during the previous 6 year period.

Lawsuits against the bond or savings

Cause no.
18-2-11970-2
Complaint filed by
ALASKA CASCADE FINANCIAL SERVICES INC

Dismissed

Complaint against bond(s) or savings
104275525

Complaint date
10/12/2018

Complaint amount
\$20,610.92

L&I Tax debts

No L&I tax debts are recorded for this contractor license during the previous 6 year period, but some debts may be recorded by other agencies.

License Violations

No license violations during the previous 6 year period.

Certifications & Endorsements

OMWBE Certifications

No active certifications exist for this business.

Apprentice Training Agent

No active Washington registered apprentices exist for this business. Washington allows the use of apprentices registered with Oregon or Montana. Contact the [Oregon Bureau of Labor & Industries](#) or [Montana Department of Labor & Industry](#) to verify if this business has apprentices.

Workers' Comp

Do you know if the business has employees? If so, verify the business is up-to-date on workers' comp premiums.

L&I Account ID

200,700-00

Account is current.

Doing business as

LINCOLN CONSTRUCTION INC

Estimated workers reported

Quarter 1 of Year 2024 "21 to 30 Workers"

L&I account contact

T3 / NICHOLE CAROW (360) 902-5634 - Email: CANI235@lni.wa.gov

Public Works Requirements

Verify the contractor is eligible to perform work on public works projects.

Required Training– Effective July 1, 2019

Exempt from this requirement.

Contractor Strikes

No strikes have been issued against this contractor.

Contractors not allowed to bid

No debarments have been issued against this contractor.

Workplace Safety & Health

Check for any past safety and health violations found on jobsites this business was responsible for.

No inspections during the previous 6 year period.

CITY OF BUCKLEY, WASHINGTON

RESOLUTION NO. 24-_____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON REJECTING THE LOW BID ON THE CITY HALL ADDITION & MODERNIZATION PROJECT REBID BECAUSE IT WASN'T SUBMITTED BY A RESPONSIBLE BIDDER AND AWARDING THE CONTRACT TO THE SECOND LOWEST BIDDER.

WHEREAS, on April 7, 2024, the City of Buckley issued an invitation for bids for the City Hall Addition & Modernization Project Rebid; and

WHEREAS, the bids on the project were opened on May 14, 2024, and

WHEREAS, the lowest bid was submitted by a company that under the bidding terms had to disclose that it had been subject to 186 days of liquidated damages due to untimely completion of a past project; and

WHEREAS, the company's disclosure of its liquidated damages claim led City staff to investigate prior projects constructed by the low bidder and this investigation revealed that the company had significantly exceeded its original contract time on another project, and

WHEREAS, by letter dated June 4, 2024, from the City Administrator the low bidder was advised that it didn't qualify as a responsible bidder because its failure to meet contract deadlines for two projects constituted "a pattern of failing to meet Contract Time," which disqualified it as a responsible bidder under General condition 2.01.8.3h of the contract bid terms adopted for the project; and

WHEREAS, the low bidder appealed the City's June 4, 2024, determination by letter dated June 6, 2024 and asserted that its contract delays for the liquidated damages project were due to COVID, and

WHEREAS, the June 6 letter did not address the other project identified in the City Administrator's June 4, 2024, letter; and

WHEREAS, upon further investigation the City found that for the liquidated damages project the low bidder had not applied for any change order requests or extensions on the basis of COVID delays, and

WHEREAS, as a result of the City's additional investigation, the City sent a letter dated June 13, 2024, asking the low bidder to provide information by June 18, 2024, demonstrating that the delays in the liquidated damages project were the result of COVID, and

WHEREAS, in response by email dated June 18, 2024, the low bidder submitted an email providing a timeline of the delays in the project without any supporting documentation, and

WHEREAS, upon further investigation City staff found a third project constructed by the low bidder that had been subject to significant delays beyond the initially agreed upon deadlines, and

WHEREAS, Section 2.01.8.3h of the General Conditions adopted for the City Hall Addition & Modernization Project Rebid provides that to qualify as a responsible bidder a bidder a bidder must meet the following criterion:

The Bidder shall not have had liquated damages assessed on any projects it has completed 5 years prior to the bid submittal date that demonstrate a pattern of failing to meet Contract Time, unless there are extenuating circumstances and such circumstances are deemed acceptable to the Owner.

WHEREAS, the low bidder has not provided any documentation except an undocumented timeline proving its assertion that its delays were subject to COVID and also did not provide any requests for change orders or time extensions to the owner of the liquidated damages project based on COVID, and

WHEREAS, the lack of documentation and lack of communication associated with the liquidated damages project in conjunction with delays associated with two other projects establishes both a patten of failing to meet Contract Time and a lack of any acceptable extenuating circumstances, and

WHEREAS, timeliness of completion is of critical importance to the City Hall Addition & Modernization Project Rebid since City employees will be displaced to difficult working conditions during project construction, and

WHEREAS, for the reasons identified in the whereas clauses above, the bid of the low bidder is rejected because the low bidder is not found to qualify as a responsible bidder and the City Hall Addition & Modernization Project Rebid will be awarded to the second low bid from Lincoln Construction Inc.,

NOW THEREFORE BE IT RESOLVED that the City Council of the City of Buckley hereby declares:

Section 1. The City Hall Addition & Modernization Project Rebid is awarded to the second lowest bidder, Lincoln Construction Inc.

Section 2. The low bid for the City Hall Addition & Modernization Project Rebid project is not found to have been submitted by a responsible bidder for the reasons identified in the Whereas clauses above, adopted by this reference. The low bid is rejected because it was not submitted by a responsible bidder. This resolution constitutes the “final determination” on responsible bidder status as referenced in Section 2.01.8.3 of the General Conditions applicable to the bids solicited for the City Hall Addition & Modernization Project Rebid project.

Introduced, passed and approved this 25th day of June 2024.

Beau Burkett, Mayor

ATTEST:

Treva Zumek, City Clerk

APPROVED AS TO FORM:

Phil Olbrechts, City Attorney

Posted: _____



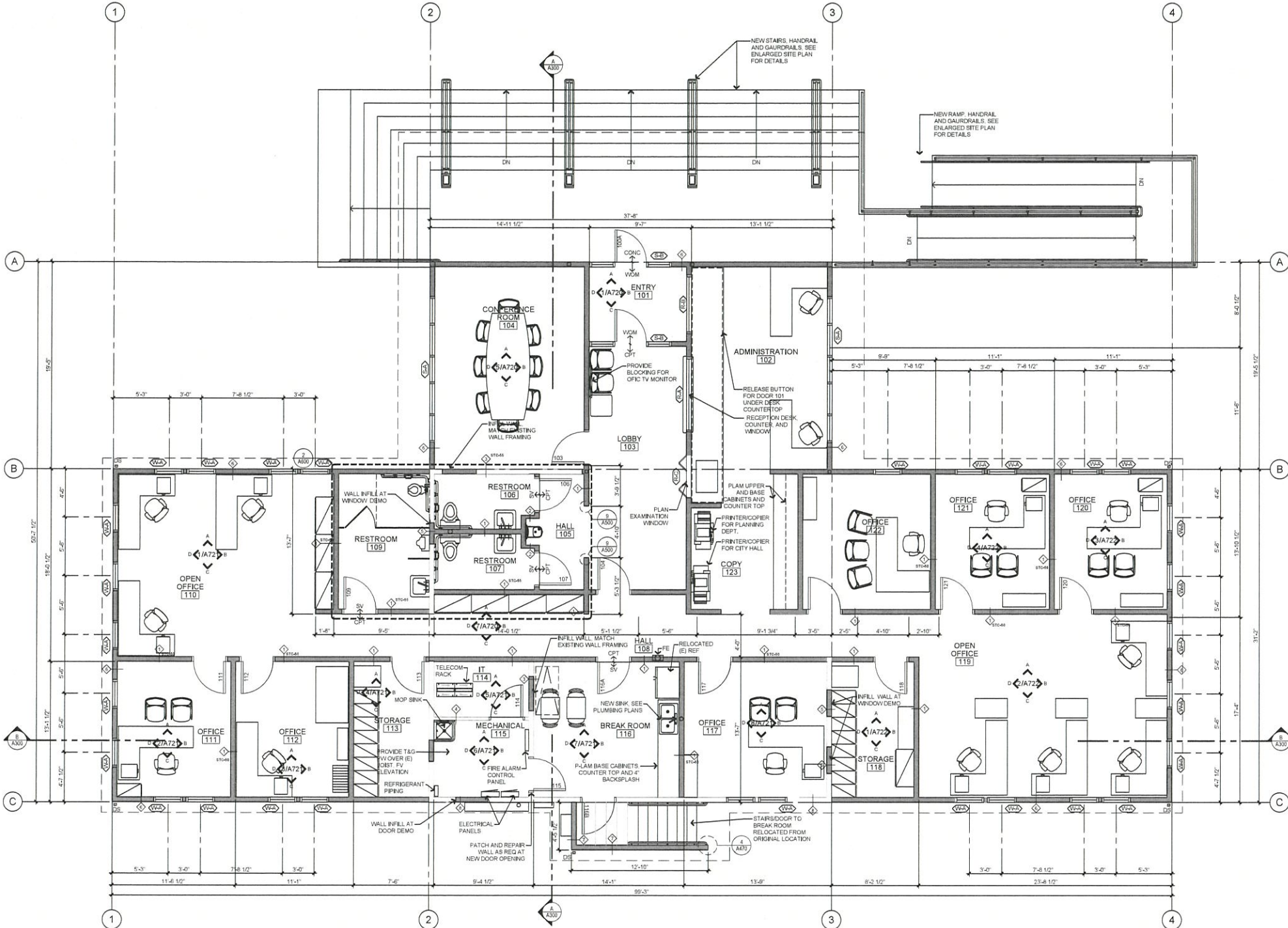


City of Buckley
CITY HALL ADDITION AND
MODERNIZATION PROJECT
933 Main St.
Buckley, WA 98321

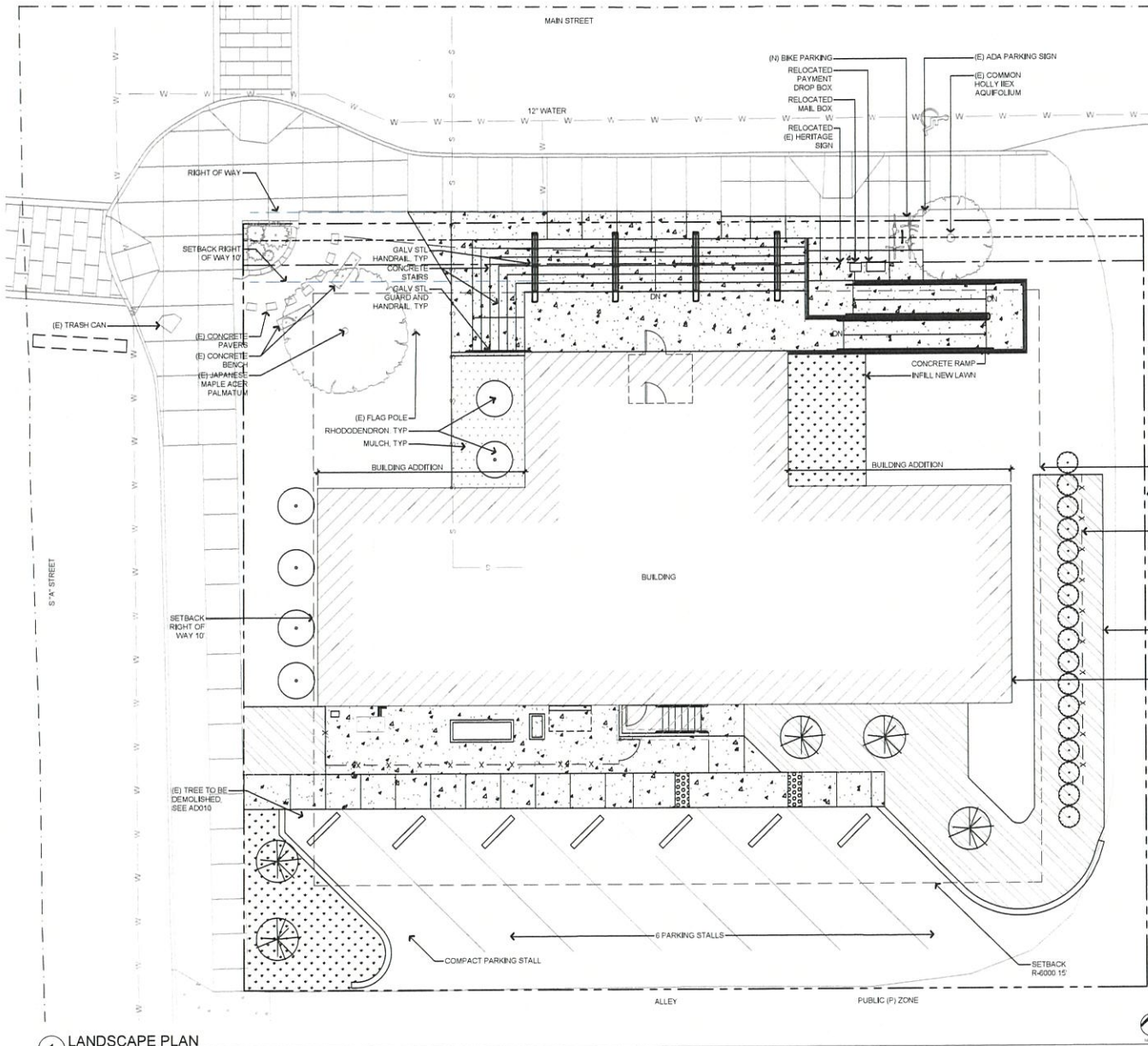
NOT FOR
CONSTRUCTION

JOB NO.
2022-003
DRAWN BY
MH
DATE
03.05.2024
REVISIONS

PERMIT
SET
FLOOR PLAN



1 FLOOR PLAN
1/4" = 1'-0"

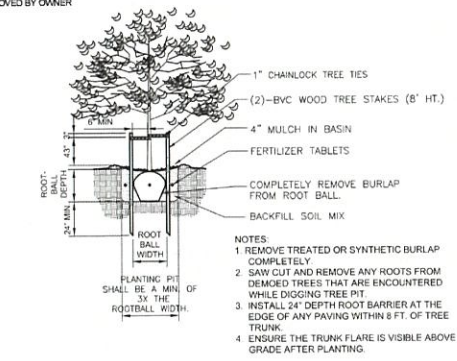


1 LANDSCAPE PLAN
1/8" = 1'-0"

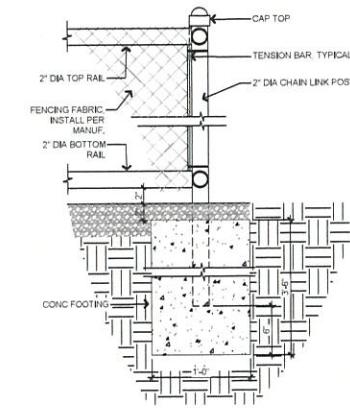
- LANDSCAPE PLAN NOTES:**
1. REFER TO DETAILS AND SPECIFICATIONS FOR ADDITIONAL INFORMATION
 2. NO PLANT SUBSTITUTIONS SHALL BE PERMITTED WITHOUT PRIOR APPROVAL OF ARCHITECT/OWNER
 3. ALL WORK SHALL BE PERFORMED TO THE SATISFACTION OF THE ARCHITECT/OWNER
 4. PLANT LIST QUANTITIES ARE SHOWN FOR REFERENCE ONLY. CONTRACTOR IS RESPONSIBLE FOR VERIFYING ALL QUANTITIES IN LIST WITH ACTUAL PLAN CALL-OUTS AND INSTALLING PLANTINGS PER THE LANDSCAPE PLAN. GROUND COVER QUANTITIES SHALL BE ADJUSTED AS REQUIRED FOR FIELD CONDITIONS AT THE SPECIFIED SPACING
 5. ALL PLANTS MUST BE APPROVED BY ARCHITECT OR OWNER'S REPRESENTATIVE PRIOR TO INSTALLATION
 6. SOD LAWN: TYP.
 7. NEW CONCRETE WALKPAVING, TYP. SEE CIVIL PLANS.
 8. PRESERVE AND PROTECT EXISTING TO REMAIN. REPAIR ANY AREAS DAMAGED BY CONSTRUCTION WITH BARK MULCH OR SOD LAWN TO MATCH EXISTING CONDITION MATCHING AFFECTED AREAS
 9. EXISTING TREES SHALL BE REMOVED. SEE CIVIL PLANS. GENERAL CONTRACTOR SHALL GRIND STUMPS AND/OR REMOVE ROOTS AS DIRECTED IN CIVIL PLANS AND FILL LOCATION WITH SPECIFIED TOPSOIL PRIOR TO FINE GRADING
 10. CONCRETE PAVING BUMP OUT FOR FUTURE PLANTER POT. DIMENSIONS ARE TYPICAL
 11. IRRIGATION AS REQUIRED AND APPROVED BY OWNER

LANDSCAPE LEGEND			
TREES			
SYMBOL	QTY	DESCRIPTION	SIZE
	17	THUJA EMERALD GREEN EMERALD GREEN ABORVITAE	6 HT MIN. Balled and burlapped
	5	OSTRYA VIRGINIANA AMERICAN HOPHORNBEAM	2" CAL. 12-15 HT. Balled and Burlapped
		LAWN: SOD OR HYDROSEED LOW GROWN NATIVE SEED MIX	

- SITE LEGEND**
- NEW CONCRETE WALKWAY. SEE CIVIL TYP.
 - BARRIER BUFFER
 - MULCH



2 TREE PLANTING & STAKING DETAIL
NTS



3 CHAINLINK FENCE FOOTING
1 1/2" = 1'-0"

TOVANI HART

609 A COLUMBIA ST. SW.
OLYMPIA, WA 98501
P 360.339.8274 • F 360.350.5614

City of Buckley
**CITY HALL ADDITION AND
MODERNIZATION PROJECT**
933 Main St.
Buckley, WA 98321

**NOT FOR
CONSTRUCTION**

JOB NO.
2022-003

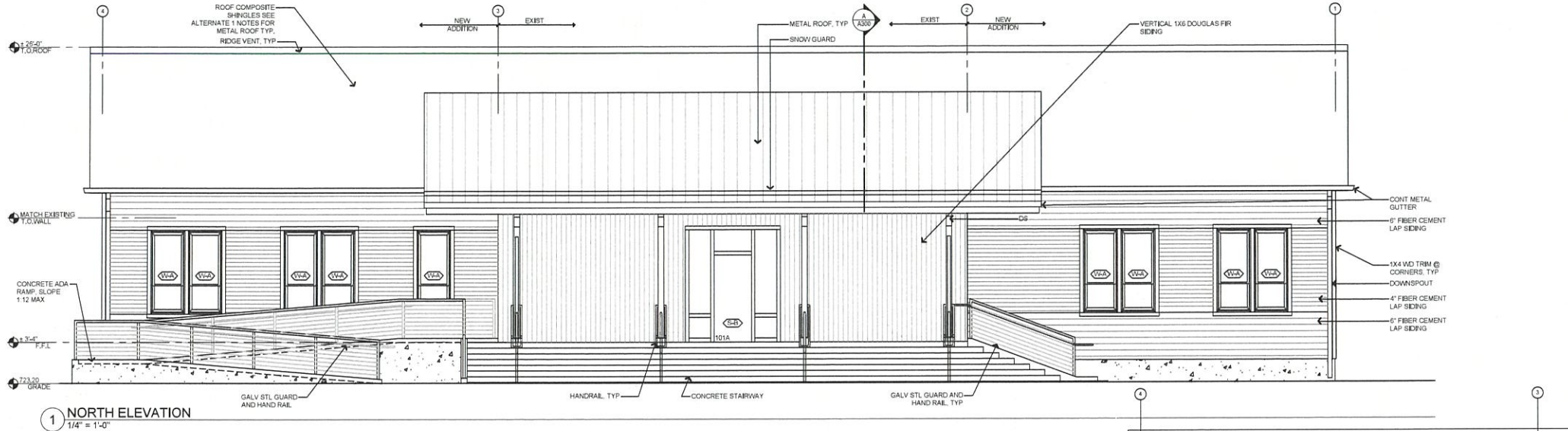
DRAWN BY
MH

DATE
03.05.2024

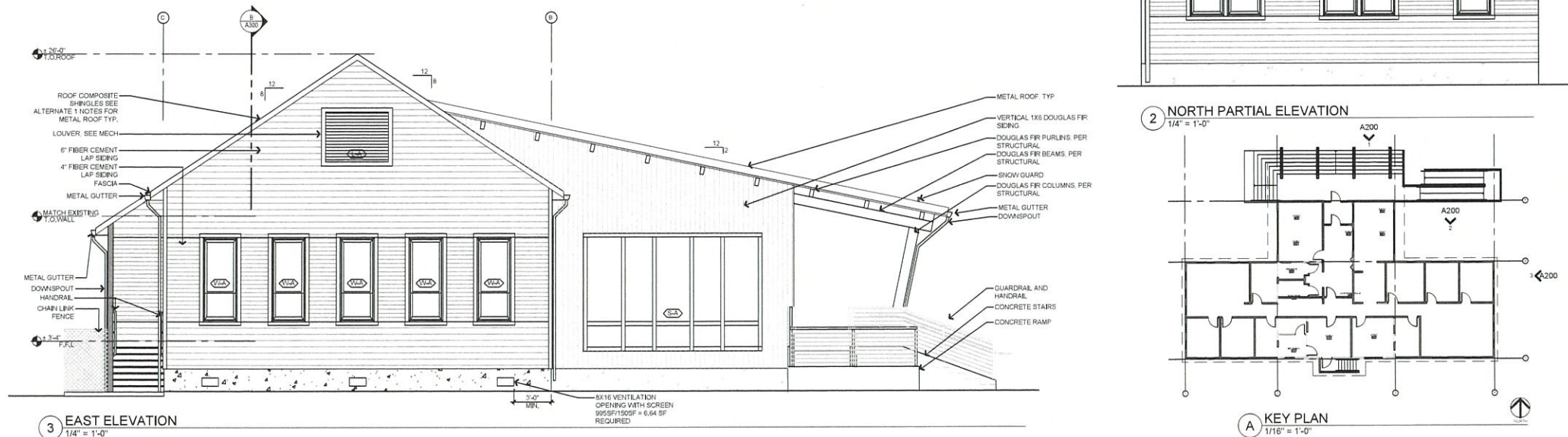
REVISIONS

PERMIT
SET

LANDSCAPE PLAN



1 NORTH ELEVATION
1/4" = 1'-0"



3 EAST ELEVATION
1/4" = 1'-0"

2 NORTH PARTIAL ELEVATION
1/4" = 1'-0"

A KEY PLAN
1/16" = 1'-0"

City of Buckley
**CITY HALL ADDITION AND
MODERNIZATION PROJECT**
933 Main St.
Buckley, WA 98321

NOT FOR
CONSTRUCTION

JOB NO.
2022-003
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MH
DATE
03.05.2024
REVISIONS

PERMIT
SET
EXTERIOR
ELEVATIONS

A200

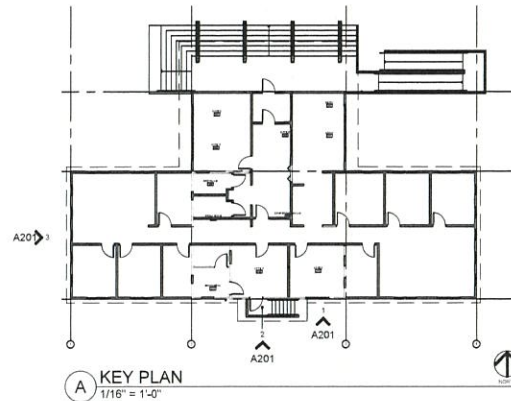
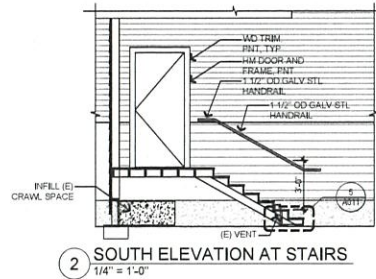
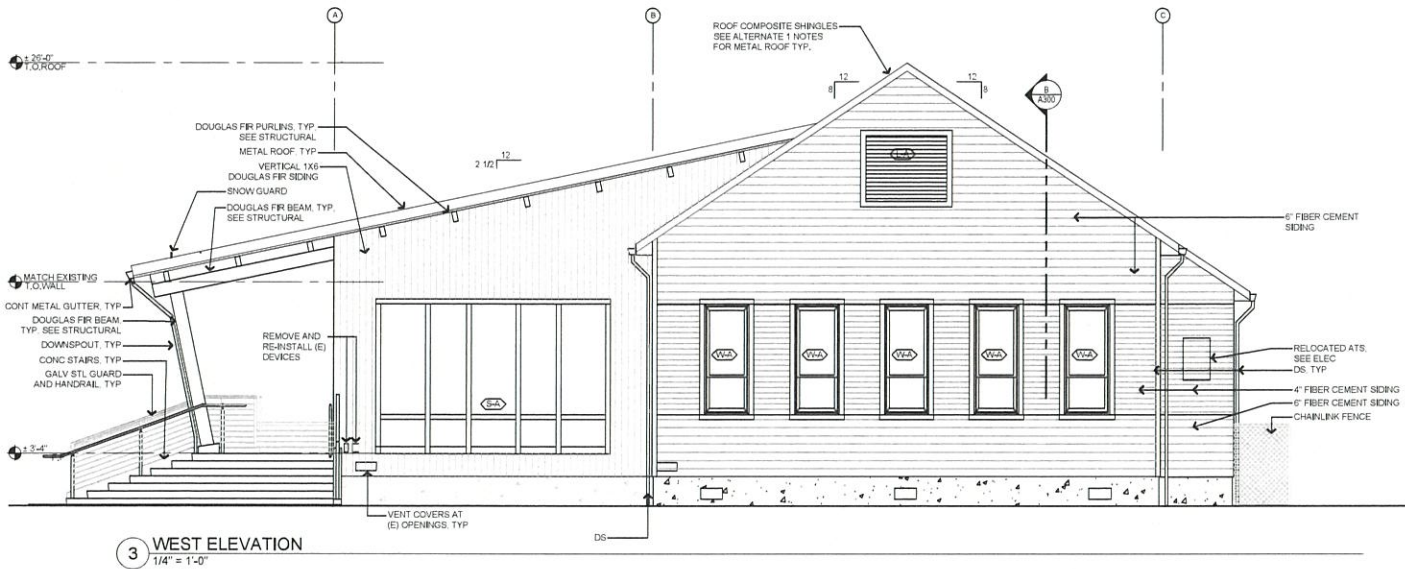
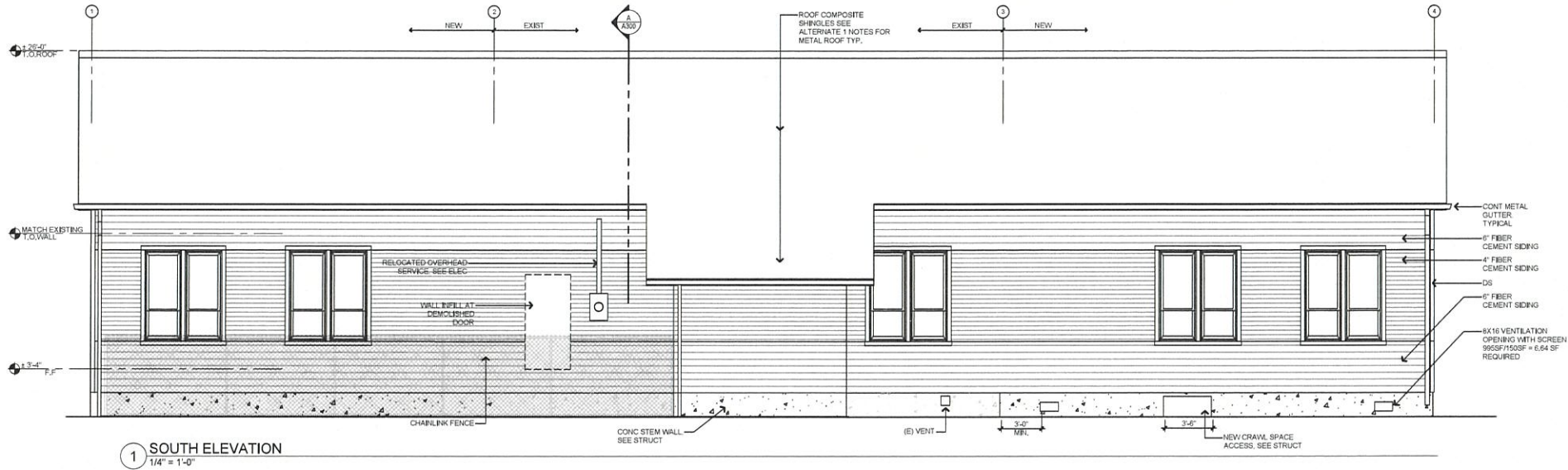


City of Buckley
CITY HALL ADDITION AND
MODERNIZATION PROJECT
933 Main St.
Buckley, WA 98321

10761
NOT FOR
CONSTRUCTION
STATE OF WASHINGTON
ACM NO:
2022-003
DRAWN BY:
MH
DATE:
03.05.2024
REVISIONS

PERMIT
SET
EXTERIOR
ELEVATIONS

A201
29





Malarkey Roof
Composite Shingle
in Midnight Black

Alt 1: AEP Span Design
Span hp in Cool
Wheathered Copper

Entry door and windows.
Dark Bronze No. 40
Aluminum Storefront

OLYMPIC.
913 EBONY

Entry wood siding,
beams, column
stain color.

SW 2822 | Downing Sand
Fascia, Trim : SW 2822
Downing Sand

SW 2815 | Renwick Olive
Fiber Cement Lap Siding:
SW 2815
Renwick Olive

Galvanized metal
finish: Exterior light
fixtures, handrails,
guardrails

TH

TOVANI HART

609 A COLUMBIA ST. SW.
OLYMPIA, WA 98501
P 360.339.8274 • F 360.350.5614

City of Buckley
CITY HALL ADDITION AND
MODERNIZATION PROJECT
933 Main St.
Buckley, WA 98321

NOT FOR
CONSTRUCTION

JOB NO.
2022-003

DRAWN BY
MH

DATE
03.05.2024

REVISIONS

PERMIT
SET

EXTERIOR
MATERIAL BOARD



CITY COUNCIL AGENDA BILL

City of Buckley
PO Box 1960
Buckley, WA 98321

ITEM INFORMATION			
SUBJECT: Engineering Services Proposal for Construction Management for City Hall Addition & Modernization Project	Agenda Date: June 25, 2024		AB24-033
	Department/Committee/Individual	Created	Reviewed
	Mayor		
	City Administrator		X
	City Attorney		
	City Engineer	X	
	City Clerk		X
	Finance Dept		
	Building Official		
	Fire Dept		
	Parks & Recreation		
	Building & Planning		
	Police Dept		
	PW/Utilities	X	
Cost Impact: \$135,000			
Fund Source: 307			
Timeline: ASAP			
Staff Contact: Chris Banks or Dom Miller			
Attachments: Letter dated June 4, 2024.			
SUMMARY STATEMENT: This is an Engineering Services Proposal for construction management for the City Hall Project.			
COMMITTEE REVIEW AND RECOMMENDATION: NA			
RECOMMENDED ACTION: Move to Approve the Engineering Services Proposal for Construction Management of the City Hall Addition & Modernization Project.			
RECORD OF COUNCIL ACTION			
Meeting Date	Action	Vote	



June 4, 2024

Ms. Courtney Brunell
City Administrator
City of Buckley
P.O. Box 1960
Buckley, Washington 98321

SUBJECT: ENGINEERING SERVICES PROPOSAL FOR CITY HALL ADDITION
AND MODERNIZATION CONSTRUCTION MANAGEMENT
CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON
G&O #22269.00

Dear Ms. Brunell:

Gray & Osborne has developed this proposal to provide architectural and engineering services for Construction Management for the City Hall Addition and Modernization Project.

The attached Exhibit A defines the scope of work and the attached Exhibit B includes a breakdown of hours and fees this work. The estimated cost for completing the scope of work is \$135,000.

Thank you for the opportunity to provide this proposal. Should you concur with this engineering services proposal, please execute the authorization on the following page and return a copy of this transmittal to me.

Sincerely,

GRAY & OSBORNE, INC.

Dominic J. Miller, P.E.

DJM/sp
Encl.

cc: Mr. Chris Banks, Public Works Director, City of Buckley



Ms. Courtney Brunell
June 4, 2024
Page 2

**CITY OF BUCKLEY – CITY HALL ADDITION AND MODERNIZATION
PROJECT CONSTRUCTION MANAGEMENT**

Gray & Osborne, Inc. is hereby authorized to proceed with the engineering services as noted herein and under the terms and conditions of our current General Engineering Services Contract dated September 14, 2011, for a cost not to exceed \$135,000 as noted herein without further specific written and additional authorization from the City.

Name (Print)

Title

Signature

Date

EXHIBIT A
SCOPE OF WORK
CITY OF BUCKLEY
CITY HALL ADDITION AND MODERNIZATION PROJECT –
CONSTRUCTION MANAGEMENT

PROJECT OVERVIEW

The City of Buckley desires to construct City Hall improvements at 933 Main Street to include the remodel of an existing 1,907 square feet of office and an addition of 1,920 square feet of new office.

This Scope of Work includes construction management services through the construction phase of the project that was rebid in May of 2024.

Inspection for exterior and interior building components will be completed by the City's Building Official. Inspection for site work and utilities will be completed by Gray & Osborne, Inc.

More specifically, the work will include the following Tasks.

CONSTRUCTION MANAGEMENT TASKS

Task 1 – Construction Contract Administration

- A. Schedule and Record Job Meeting: Coordinate and conduct a Preconstruction Conference to establish administrative procedures for the project. Prepare and distribute minutes of the Preconstruction Meeting.
- B. Construction Schedule: Review and comment on the Contractor's construction schedule. Monitor the Contractor's progress in relation to the schedule. Keep the parties advised on the time limit as it relates to the performance schedule.
- C. Construction Meetings: Coordinate and conduct Construction Meetings over the duration of the construction phase. Major meeting items are to include schedule status, construction progress, construction issues, Change Order Proposals, submittals, and pay estimates. Construction Meetings will be held every 2 to 3 weeks or as needed, with a total of 15 meetings assumed.
- D. Monthly Progress Estimates: Review Contractor's monthly progress payment requests.
- E. Project Closeout: Assist the City in obtaining from the Contractor, bonds, warranties, and as-built drawings. Prepare Certificate of Completion of Public Works Project.

Task 2 – Office Engineering

- A. Review Submittals: Review material submittals for compliance with design intent and general conformity to the Contract Drawings and Specifications.
- B. Review “Or Equal” Products: Review Proposals from the Contractors to substitute an “or equal” product for a specified product based on design intent and general conformity to the Contract Drawings and Specifications.
- C. Clarify Design Intent: Respond to the Contractors’ questions and provide interpretation of the Contract Specifications and Drawings, which address and clarify design intent. Prepare supplementary sketches to clarify conditions. Maintain records of telephone meetings concerning design intent.
- D. Evaluate Change Orders: Estimate the added or reduced cost of changes during construction to be used in negotiation of Contract Change Orders. Provide engineering design for Change Orders as directed by the City. Evaluate the impact of Change Orders on the construction schedule and recommend eligible time extensions.
- E. Provide office support for field activities.
- F. Architect as Subconsultant (Tovani Hart) and second tier Subconsultants to provide support for architectural, electrical, mechanical, and structural components of project.

Task 3 – Construction Monitoring

- A. Provide intermittent inspection for the duration of the project. The Resident Inspector will keep provide daily reports, provide general paperwork, and communicate directly to the Project Manager. The Fee Proposal assumes 16 working days of inspection.
- B. Conduct Final Inspections: Assist the City in conducting Substantial Completion Inspections, issue Punchlists, review compliance, and recommend acceptance by the City.

BUDGET

The maximum amount payable to the Engineer for completion of work associated with this Scope of Work, including contingencies, salaries, overhead, direct non-salary costs, and net fee is set forth in the attached Exhibit B. This amount will not be exceeded without prior written authorization of the City.

EXHIBIT B

ENGINEERING SERVICES SCOPE AND ESTIMATED COST

City of Buckley - City Hall Addition and Modernization Construction Management

Tasks	Principal/ Project Manager Hours	Civil Engineer Hours	Inspector Hours	AutoCAD Technician Hours
1 Construction Contract Administration	48			
2 Office Engineering	40	80		24
3 Construction Monitoring	12	32	128	
Hour Estimate:	100	112	128	24
Estimated Fully Burdened Billing Rate:*	\$242	\$194	\$165	\$110
Fully Burdened Labor Cost:	\$24,200	\$21,728	\$21,120	\$2,640

Total Fully Burdened Labor Cost: \$ 69,688

Direct Non-Salary Cost:

Mileage & Expenses (Mileage @ current IRS rate) \$ 1,062

Subconsultant

Tovani Hart (Architect) \$58,409

Subconsultant Overhead (10%) \$ 5,841

TOTAL ESTIMATED COST: \$ 135,000

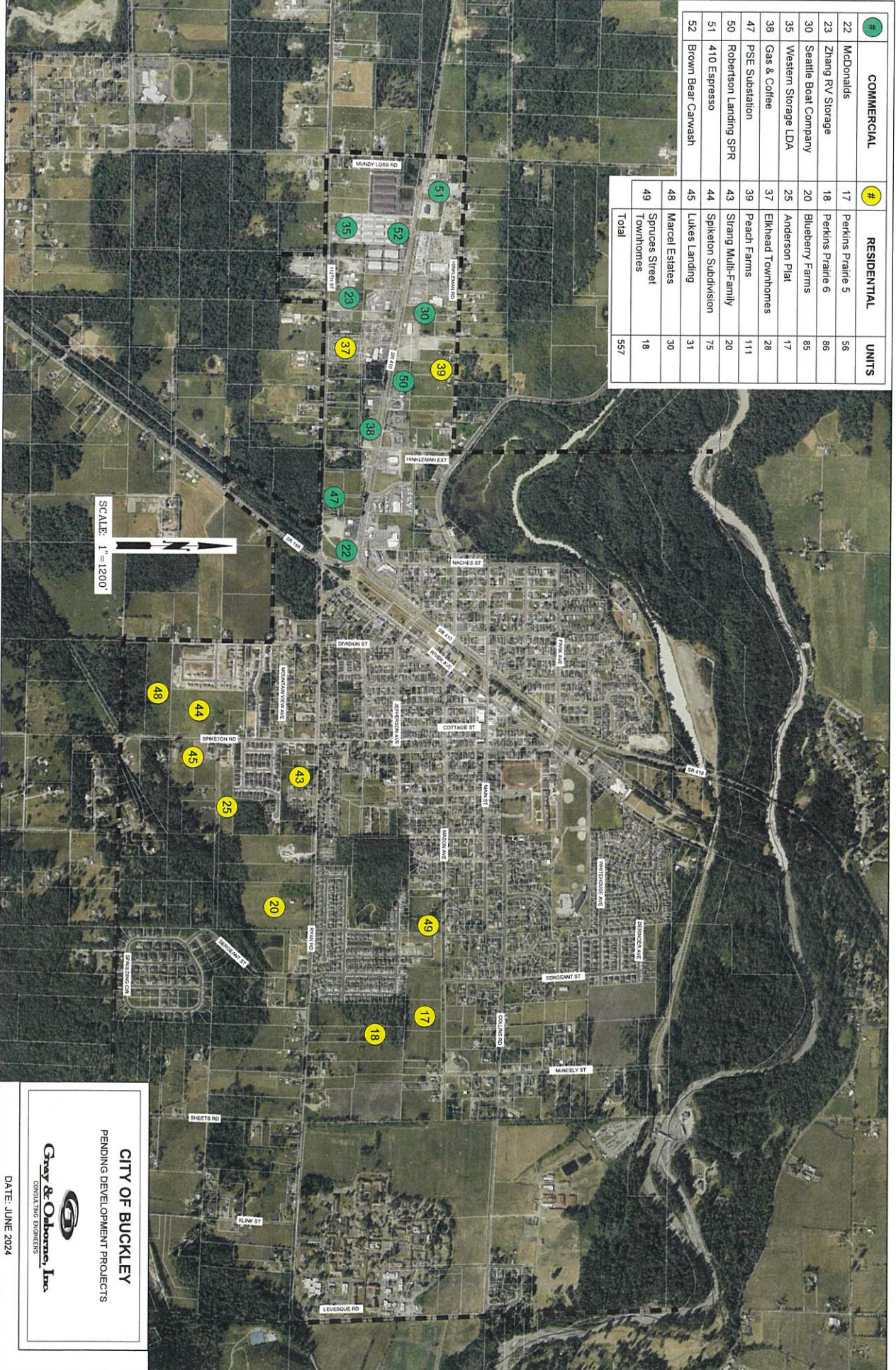
* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

F. STAFF REPORTS

Project Name/Development Map #	Project Number	Project Status	Project Summary
#17 Perkins Prairie Phase 5	SUB-22-0004	Waiting on applicant.	57-unit single family residential.
#18 Perkins Prairie Phase 6	SUB-19-0003	Waiting on applicant.	100-unit single family residential.
#20 Blueberry Farms	SUB-19-0002 CUP-22-0001	Pre-con held, grading work ongoing.	68-lot single-family residential & duplexes
#22 McDonald's	SPR-22-0009	Pre-con meeting held, under civil and building construction.	McDonald's fast food restaurant.
#23 Zhang RV	SPR-23-0002	Under Civil Review.	Covered RV storage facility.
#25 Anderson Subdivision	SUB-23-0003	Under Civil Construction	17-unit single-family residential.
#30 Seattle Boat Company	SPR-22-0002	Applicant is pursuing bids.	Indoor boat storage facility.
#37 Elkhead Townhomes	SPR-21-0005	Civil Review Complete.	28-unit townhome development.
#38 Buckley Gas and Coffee	SPR-22-0003	Waiting for applicant submittal.	Gas station and drive-thru coffee stand.
#39 Peach Farms Townhomes	SUB-22-0006	Under Civil Review.	111-unit townhome development
#43 Strang Multi-Family	SPR-19-0001	Pre-con held, waiting on applicant.	20-unit townhome development.
#44 Spiketon Subdivision	SUB-23-0001	Under Civil Review.	76-unit single family residential.
#45 Luke's Landing	SUB-22-0001	Civil work completed. Ready to record.	31-unit single family residential.
#47 PSE Substation	SPR-21-0002	Under construction.	New PSE substation.
#48 Marcel Estates	SUB-22-0002	Waiting for applicant submittal.	30-unit single family residential.
#49 Spruce Street Townhomes	SPR-22-0005	Pre-con held, construction pending.	18-unit townhome development.

#50 Robertson Landing	SPR-21-0004/BSP-21-0001	Waiting for applicant submittal.	Multi-use commercial development.
#51 410 Espresso	SPR-22-0007	Under Civil Review.	Drive-thru coffee stand.
#52 Brown Bear Carwash	BC-23-0009	Under Construction.	Expansion of existing car wash facility.

#	COMMERCIAL	#	RESIDENTIAL	UNITS
22	McDonalds	17	Perkins Prairie 5	56
23	Zhang RV Storage	18	Perkins Prairie 6	86
30	Seattle Boat Company	20	Blueberry Farms	85
35	Western Storage LDA	25	Anderson Plat	17
38	Gas & Coffee	37	Elkhead Townhomes	28
47	PSE Substation	39	Peach Farms	111
50	Robertson Landing SPR	43	Strang Multi-Family	20
51	410 Espresso	44	Spikeaton Subdivision	75
52	Brown Bear Carwash	45	Lukes Landing	31
		48	Marcel Estates	30
		49	Spruces Street Townhomes	18
			Total	557



CITY OF BUCKLEY

PENDING DEVELOPMENT PROJECTS

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CONSULTING ENGINEERS

DATE: JUNE 2024

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Memo

To: Mayor and City Councilmembers

From: Courtney Brunell, City Administrator
Chris Banks, Public Works Director

Date: June 12, 2024

RE: Complete Streets Ordinance

Purpose: This memo serves to inform and summarize the purposed adoption of the Complete Streets Ordinance.

Complete Streets in Washington State refers to an approach that aims to create a transportation system accommodating all users. This includes pedestrians, bicyclists, motorists, and transit riders. The state legislature passed the Complete Streets Act in 2011, encouraging local governments to adopt ordinances promoting complete streets.

Any city or county that has an adopted complete streets ordinance is eligible for Transportation Improvement Board (TIB) Complete Streets funding.

Agencies showing the practice of planning and building streets to accommodate all users, including pedestrians, access to transit, cyclists, and motorists of all ages and abilities have the opportunity to receive a Complete Streets Award.

The City of Buckley will incorporate complete streets principles into the City's Comprehensive Plan, Public Works Standards, Parks and Recreation Master Plan, Traffic Circulation Plan and other plans, manuals, rules, regulations and programs as appropriate.

Next Steps: June 25, 2024 -Council Meeting Staff Report

CITY OF BUCKLEY, WASHINGTON

ORDINANCE NO. XX

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF BUCKLEY, WASHINGTON, ADDING CHAPTER 13.45 COMPLETE STREETS POLICY, TO BUCKLEY MUNICIPAL CODE TITLE 13, PUBLIC WORKS, CREATING THE COMPLETE STREETS POLICY.

WHEREAS, a goal of Chapter 5 of the City of Buckley Comprehensive Plan is to recognize transit, bicycling, and walking as fundamental modes of transportation of equal importance to driving; and,

WHEREAS, the City of Buckley Comprehensive plan supports multimodal transportation systems; and,

WHEREAS, the adoption of a complete streets program supports implementation of the City of Buckley's Comprehensive Plan and specifically implements Transportation Goal T-9; and,

WHEREAS, since 2006 the City of Buckley was completed 19 projects to improve multi-modal forms of transportation; and,

WHEREAS, since 2006 the City of Buckley has installed 14.4 miles of sidewalks, 7.1 miles of bike lanes and designated 10.6 miles of sharrow "shared" lanes throughout the City; and,

WHEREAS, the one-third of Americans that do not drive, disproportionately represented by older adults, low-income people, people with disabilities, and children, would greatly benefit from the equitable distribution of safe, alternative means of travel that will result from Complete Streets practices; and

WHEREAS, the City of Buckley wants to improve the safety of city streets, enhance the quality of life of its residents, encourage active living, and reduce traffic congestion by providing safe, convenient, and comfortable routes for travel, walking, and bicycling;

NOW THEREFORE, the City Council of the City of Buckley, Washington does hereby ordain as follows:

Section 1. Title 13. PUBLIC WORKS, of the Buckley Municipal Code is hereby amended to include a new Chapter 13.45, Complete Streets Policy, which reads as follows:

13.45- Complete Streets Policy.

13.45.010 Purpose.

The City of Buckley shall, to the maximum extent practical, scope, plan, design, construct, operate and maintain appropriate facilities for the safe accommodation of pedestrians, bicyclists, transit users, motorists, emergency responders, freight and users of all ages and abilities in all new construction, retrofit or reconstruction projects. Through ongoing operations and maintenance, the City of Buckley shall identify cost-effective opportunities to include Complete Streets practices.

13.45.020 Complete Streets Definition.

A "complete street" is a road that is designed to be safe for drivers; bicyclists; transit vehicles and users; and pedestrians of all ages and abilities. The complete streets concept focuses not just on individual roads but on changing the decision-making process so that all users are routinely considered during the planning, designing, building and operating of all roadways.

13.45.030 Exceptions.

Facilities for pedestrians, bicyclists, transit users and/or people of all abilities are not required to be provided when:

- A. documented absence of current or future need exists;
- B. Non-motorized uses are prohibited by law;
- C. Routine maintenance of the transportation network is performed that does not change the roadway geometry or operations, such as mowing, sweeping and spot repair;
- D. The cost would be disproportionate to the current need or probable future uses;
- E. In instances where a documented exception is granted by the Public Works/City Engineer.

13.45.040 Implementation.

- A. The City of Buckley will incorporate complete streets principles into the City's Comprehensive Plan, Public Works Standards, parks and recreation master plan, traffic circulation plan and other plans, manuals, rules, regulations and programs as appropriate.
- B. As feasible, Buckley shall incorporate "Complete Streets Infrastructure" into existing public and private streets to create a comprehensive, integrated, connected transportation network for Buckley that balances access, mobility, health and safety needs of pedestrians, bicyclists, transit users, motorists, emergency responders, freight and users of all ages and abilities, ensuring a fully sustainable connected, integrated network that provides transportation options.

"Complete Streets Infrastructure" means design features that contribute to a safe, convenient, or comfortable travel experience for Users, including but not limited to features such as: sidewalks; shared use paths; bicycle lanes; automobile lanes; paved

shoulders; curbs; accessible curb ramps; bulb outs; crosswalks; refuge islands; pedestrian and traffic signals; signage; street lighting, street furniture; bicycle parking facilities; public transportation stops and facilities and traffic calming devices.

- C. Complete streets may be achieved through single projects or incrementally through a series of smaller improvements or maintenance activities over time. All sources of transportation funding should be drawn upon to implement complete streets. Maximum financial flexibility is important to implement complete streets principles.

13.45.050 Intergovernmental Cooperation.

The City will cooperate with other transportation agencies including Washington State Department of Transportation, Pierce County and adjoining cities to ensure the principles and practices of complete streets are embedded within their planning, design, construction, and maintenance activities. The City will specifically cooperate to ensure the transportation network flows seamlessly between jurisdictions in accordance with local and regional road, transit, bicycle and pedestrian plans.

13.45.060 Best Practice Criteria.

The Public Works Director or designee shall modify, develop and adopt policies, design criteria, standards and guidelines based upon recognized best practices in street design, construction, and operations including but not limited to the latest editions of American Association of State Highway Transportation Officials (AASHTO), Institute of Transportation Engineers (ITE) and National Association of Town Transportation Officials (NACTO) while reflecting the context and character of the surrounding built and natural environments and enhance the appearance of such.

13.45.070 Performance Standards.

The City of Buckley shall put into place performance standards with measurable benchmarks to continuously evaluate the complete streets ordinance for success and opportunities for improvement. Performance standards may include transportation and mode shift, miles of bicycle facilities or sidewalks, public participation, number of ADA accommodations built, and number of exemptions from this policy approved.

Section 2. This Ordinance shall take effect thirty (30) days from the date of publication.

THIS ORDINANCE PASSED AND ADOPTED by the City Council of the City of Buckley, Washington, at a regular open public meeting on **thisXXX** day of **MONTH**.