



**BUCKLEY CITY COUNCIL MEETING AGENDA**  
**May 12, 2020**  
**Multi-Purpose Center, 811 Main Street**  
**City Council Meeting**  
**Opening 7:00 P.M.**

**\*\*NOTICE: This will be a virtual meeting held via Zoom meetings.  
To listen to the meeting live, please use the following information:**

**Call-in Number: 253-215-8782**

**Meeting ID: 843 8449 4120**

Call to Order  
Pledge of Allegiance  
Roll Call of Council Members

Next Ordinance #08-20  
Next Resolution #20-10  
Next Agenda Bill #AB20-047

**A. Staff Reports**

Included with Council Packet

- Admin/Finance Pg. 3
- Public Works Pg. 4
- Fire Department Pg. 5
- Police Pg. 7
- Court Pg. 8
- Community Services Pg. 9
- Building & Planning Pg. 10

**B. Main Agenda**

1. ORD No. \_\_\_\_-20 Traffic Impact Fee Deferral Pg. 12
2. Bid Award: Short-Term Telemetry Project Pg. 25

**C. Consent Agenda**

3. A. Approve Minutes of April 14, 2020, City Council Meeting Pg. 33
- B. Claims
- C. Transfer Voucher
- D. Payroll

**D. Mayor's Report**

1. Mayor's Report Johnson

*Council may add and take action on other items not listed on this agenda*

# **A. STAFF REPORTS**



## **City of Buckley**

**P.O. Box 1960 ♦ Buckley, WA 98321 ♦ (360) 829-1921 ext. 7801**

### **Administration Department COVID-19 Update**

As you are well aware, we're in the middle of a public health crisis that has and will continue to impact our ability to carry on business as "usual." I previously reported out on our occupational safety and workplace measures the City is taking to ensure our staff and services are maintained to the degree that is possible. Overall, we want to ensure we're compliant with the Governor's Orders and federal safety requirements, but also continue to provide a safe, conducive, and productive work environment that serves our community and needs. As we navigate the ever-changing landscape of this pandemic, we're encouraged by the professional health reports and information showing results that will put us on a path for success.

Over the past few weeks, leadership has worked diligently to develop department specific "Return to Operations - Action Plans." Our Chief of Fire and I have been integral in developing these plans with staff to engage deeper on City services impacted by COVID-19, the barriers to restoring normal or a modified operation, aligning goals and target dates, all in an effort to serve as a collaborative approach toward moving forward and communicating our efforts to the public. During these times, it is critical the City continues to advance our recovery and resiliency efforts, but also take a servant leadership approach in our community that helps restore hope to our residents and businesses.

While how the City provides services may not be traditional, the staff continue to rise to the occasion and adapt to the changes put before them. In addition to the "normal" services the City provides, considerable time and effort has been spent responding to community situations with an empathic approach. This is what makes Buckley and our community the place to live, work and play. Below are some of the highlights by departments on the City's care and response efforts.

#### **Administration**

The primary role of Administration at this time has been to coordinate the COVID-19 response and financial planning. This time has also allowed us to improve on some of our systems and technology needs with various departments.

Administrative staff have been engaged in the directives and information from our public officials and managing the coordinated efforts in an equitable way. Our glide path for success has been through collaboration and communication, and our established partnerships are working together and rising to the daily challenges presented. In addition, we've been working toward analyzing our City revenues and expenditures by fund type and source. Although our current financial position may be more stable relative to some of our peer cities, we're continually evaluating the short and long term objectives and sustainability of resources to best serve our City.

# City of Buckley

P.O. Box 1960, Buckley WA 98321  
Phone: 360-829-1921 ext 200  
Fax: 360-829-2659



# Memo

To: Paul Weed, City Administrator

Date: 5/7/2020

RE: COVID- 19 Public Works/WWTP/Parks- Update

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During the covid-19 pandemic the Public Works, Parks, and Wastewater Treatment Plant Departments have been able to continue to provide essential maintenance and operational duties.

Critical Facilities and utilities such as the water and sewer systems, both treatment and distribution have been operated and maintained up to regulatory standards. Other duties performed within the public works department include, street sweeping, roadside mowing, performing locates, and emergency utility repairs. The public works department, with the approval of city council, has also been able to keep crucial capital improvement projects such as the Cedar Street Improvement Project, Naches Street Overlay Project, and 2020 Consolidate Utilities Project on schedule.

The Parks and Building Maintenance Department has been able to maintain all city parks and buildings up to pre-Covid conditions. In fact, with the closure of city offices to the public, staff has had the opportunity to perform more detailed maintenance tasks such as painting inside city hall.

Thanks,

Chris Banks-Public Works Director



## CITY OF BUCKLEY FIRE DEPARTMENT

# MEMORANDUM

May 6, 2020

To: Paul Weed, City Administrator  
Fr: Eric Skogen, Assistant Fire Chief  
Cc: Alan Predmore, Fire Chief  
Re: COVID-19 Impacts

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Paul,

While emergency service delivery to the citizens has remained uninterrupted, COVID-19 has had several direct impacts on the day-to-day operations of the City of Buckley Fire Department. These impacts and their mitigation strategies to return to operations are highlighted below:

- I. Public customer service counter / Lobby closed
  - a. Re-Opened to the public on May 5, 2020
  - b. Signage has been posted and six-foot floor markers have been placed
  - c. Hand sanitizer and masks are available
  
- II. In-Person Fire & EMS training suspended
  - a. Weekly training resumed on May 4, 2020 and is now offered multiple times per week.
  - b. Implemented a web-based training sign-up process
  - c. Group size has been limited to no more than eight (8)
  - d. If social distancing cannot be maintained, face masks are to be worn
  - e. High-touch surfaces are frequently disinfected
  - f. Monthly Ongoing Training & Evaluation Program (OTEP) for EMT's and Paramedic's is now delivered online via EMS Connect.

- III. Recruit Academy Class 2020-01 suspended
  - a. Instructor-led training resumed on May 4, 2020
  - b. Implemented social distancing in the classroom and on the drill ground. In the event that social distancing cannot be maintained, facemasks are to be worn.
  - c. Instructor-to-Recruit ratio is maintained to group size of eight (8) or less
  - d. High-touch surfaces are frequently disinfected
  
- IV. Lieutenant's selection process suspended
  - a. Developed an alternative assessment center exercise that can be completed and submitted electronically.
  - b. Eligibility List Target Date: May 22, 2020
  
- V. Volunteer recruitment and selection suspended
  - a. Limit testing to groups no larger than five (5) persons
  - b. Maintain social distancing
  - c. Utilize technology to facilitate Oral Board and Chief's Interviews
  - d. Commence with recruitment and selection on May 11, 2020
  
- VI. Community CPR/First Aid Training suspended
  - a. Provide knowledge base instructional delivery using American Safety & Health (ASHI) OTIS Platform
  - b. Provide hands-on delivery sessions with an instructor-to-student ratio of no more than 1 to 3.
  - c. Maintain social distancing
  - d. Commence with Community CPR/First Aid Training on May 26, 2020
  
- VII. Annual Fire & Life Safety Inspections suspended
  - a. Resume inspections as commercial occupancies re-open
  - b. Maintain social distancing

Eric Skogen  
Assistant Fire Chief



## ***City of Buckley***

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### **Police Department COVID-19 Update**

The Buckley Police Department is doing well and functioning smoothly, we are at full staff and continuing to deliver a high level of service to the city of Buckley and our 2 contract towns (Wilkeson, Carbonado). Calls for service both proactive and reactive have dropped over the past 2 months slightly and as the weather begins to improve, we anticipate the activity to pick up. Our lobby remains closed and will be re-evaluated on June 1<sup>st</sup>, with that said the citizens can still contact the Police Department 24-7 by calling our business line at 360.829.3157 ext. 1 or in an emergency 911. An officer will respond and contact them in person if that is what the citizen requests.

Original CPL applications are still not being completed at the Buckley Police Department or SS911 in Tacoma until further notice. Citizens can renew a Concealed pistol license by mailing in the information to the Buckley Police Department or SS911 with the required information. This process has been functioning with no problems. We look forward to things returning to normal for the City and citizens and will keep providing our service with professionalism.

Asst. Chief Mike Northam



## ***City of Buckley***

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### **Court Department COVID-19 Update**

The Court office remains closed to the public. Court staff are present in the office during normal business hours to assist with payments, requests for information, and requests for hearings via telephone or email. We are also processing all mail and documentation received in the drop box located at the rear entrance of the Multi-Purpose Center. While we have been unable to hold in-person court appearances since March 12<sup>th</sup>, the Court staff, Prosecutor, Defense counsel, and defendants have continued to work together and communicate regularly to resolve cases. As of today, there is a backlog of 315 pending cases and hearings that will need to be addressed once we are able to hold in-person hearings. The Court has purchased a Zoom account, YouTube channel, and an additional webcam so we can begin holding video hearings for infractions and other select hearing types with those purchase expenses to be reimbursed by AOC (Administrative Office of the Courts). We have created a continuing operations plan that addresses safety measures while simultaneously offering open access for the public and court clientele and look forward to opening our doors fully as soon as possible.



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### **Community Services Department COVID-19 Update**

The Senior Center continues to delivery lunches to our seniors during this closure. We are delivering an average of 22 meals per day. These are hot lunches prepared in the kitchen by our cooks then delivered by staff and volunteers Monday – Friday. We have also been providing them with games, puzzles and special treats. For Easter we delivered treat bags to over 60 seniors in the Buckley area thanks to help from the Police Department. Our seniors have appreciated seeing staff and others during this Stay at Home. We will continue with this outreach to ensure our seniors are not feeling isolated. The Fire Department has also been making visits to our seniors.

The Youth Center staff has continued to stay in contact with our youth using social media to find out if any of our regulars are having any struggles with school or being at home. Staff is already planning for re-opening by planning classes and camps that will fit with the different phases of re-opening. Most of our activities should be able to begin with Phase 3 of Governor’s Reopening of State which is groups 50 or less.



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### **Building and Planning Department COVID-19 Update**

#### **Planning**

The planning department has been largely unaffected by COVID-19 and state directives. The office has remained closed the public with a target opening date of May 11, 2020. The office will open with mitigations measures in place and will only allow one person in the lobby at a time. The planners worked a modified schedule (two days in the office, two days from home) previously but as of May 27, 2020, both planners are in the office all week. The permit tech will remain on a modified schedule with a Drs. note. The planning department is not conducting in-person meetings or hearings but have adapted to remote meetings where necessary. The planning department does not anticipate further decreases in the level of service available to the public.

#### **Building**

The construction directive continues to be monitored as it seems to change frequently. The most recent directive essentially lifts the previous order which restricted work on sites not deemed essential. For the sake of simplicity, essential construction was deemed as work relating to essential or government business. In addition to the restriction being lifted on **existing** work, job sites are required to abide by a “30-point plan” addressing numerous mitigation measures such as the employment of hand washing stations, maintaining social distancing, and requiring sign-in/sign-out logs on jobs sites. The City has created numerous affidavits addressing construction guidelines to reduce the potential for liability to the city. The building official reports to the office four days a week with approximately half of his time in the field and the other half in the office. No impacts to the building department are anticipated going forward.

# **B. MAIN AGENDA**



# CITY COUNCIL AGENDA BILL

City of Buckley  
PO Box 1960  
Buckley, WA 98321

| ITEM INFORMATION  |   |         |          |
|---|---|---------|----------|
| <b>SUBJECT:</b><br><br><b>Ord No. ____-20: Traffic Impact Fee Deferral</b>  | <b>Agenda Date: May 12, 2020 AB20-047</b> |         |          |
|   | Department/Committee/Individual           | Created | Reviewed |
|   | Mayor Pat Johnson                         |         | X        |
|   | City Administrator – Paul Weed            |         | X        |
|   | City Attorney – Phil Olbrechts            | X       | X        |
|   | City Engineer – Dominic Miller            |         |          |
|   | City Clerk – Treva Percival               |         | X        |
|   | Finance Dept – Sheila Bazzar              |         |          |
|   | Building Official – Mike Deadmond         |         |          |
|   | Fire Dept – Chief Predmore                |         |          |
|   | Parks & Rec Dept – Kevin Caviezel         |         |          |
|   | Planning Dept – Leticia Wallgren          |         | X        |
|   | Police Dept – Chief Arsanto               |         |          |
|   | Municipal Court – Jessica Cash            |         |          |
|   | PW/Utilities – Chris Banks                |         |          |
| <b>Attachments:</b> Fee Reduction Request and Ordinance   |   |         |          |
| <b>SUMMARY STATEMENT:</b><br><br>This ordinance will authorize deferral of payment of traffic impact fees (TIFs) up until the issuance of a certificate of occupancy. Currently, the TIFs are assessed at the time of issuance of building permit. The applicant will be required to enter into an impact fee deferral agreement with the city and record a deed of trust with the Pierce County Auditor for the amount of the impact plus an additional 15% for administrative and enforcement costs. Final inspection and/or certificate of occupancy shall be withheld until deferred payments are received in full. |   |         |          |
| <b>COMMITTEE REVIEW AND RECOMMENDATION:</b>   |   |         |          |
| <b>RECOMMENDED ACTION: MOVE to Approve Ordinance No. 08-20 Authorizing deferral of payment of impact fees to issuance of certificate of occupancy.</b>  |   |         |          |
| RECORD OF COUNCIL ACTION  |   |         |          |
| Meeting Date  | Action                                    | Vote    |          |
|   |   |         |          |
|   |   |         |          |
|   |   |         |          |
|   |   |         |          |

February 12, 2020

Dave Schmidt  
City of Buckley Administrator  
933 Main Street  
PO Box 1960  
Buckley, WA 98321

RE: Buckley Storage Street Impact Fee Deferral Request

Dave:

This letter is to formally request a reduction of the Street Impact Fee for the Specialty Retail use portion of the Buckley Self Storage project. As was discussed in our meeting with you, the fee as it is currently calculated is not commensurate to the impact that this proposal will have on the City of Buckley public streets. We recognize the City's efforts to temper the Street Impact Fee by allowing for "Pass-By" reductions to be calculated per the recently passed City of Buckley Ordinance 16-19. However, the modest pass-by reduction only applies to the "Specialty Retail" portion of the site as there are no pass-by reductions provided for "Mini-Warehouse" use (see included Traffic Impact Fee memo dated November 12, 2019 as prepared by Heath & Associates, Inc). After applying the current Street Impact Fee calculations to the project, the fee is as follows:

- \$156,285.28 for 162,226sf of Mini-Warehouse (self-storage)
- \$192,213.45 for 10,300sf of Specialty Retail (general retail); includes 34% pass-by reduction
  - **Total Street Impact Fee: \$348,498.73**

By comparison, if this proposal were just west of the current location in Pierce County Traffic Service Area C (see included Pierce County Transportation Impact Fee Schedule), the impact fees would be as follows:

- \$158,926 for 162,226sf of Mini-Warehouse (self-storage)
- \$73,258.51 for 10,300sf of Specialty Retail (general retail)
  - **Total Street Impact Fee: \$232,184.51**

While the Mini-Warehouse calculations are nearly the same, there is a significant discrepancy between the Specialty Retail calculations. This difference in calculations results in a fee that is \$118,954.94 more for the Specialty Retail use in the City of Buckley than the same use in Pierce County. As this is a very minor amount of retail space at 10,300sf, the Buckley fee is not proportional to the impact of future trips generated by this proposal.

A Traffic Impact Analysis was completed by Heath & Associates for this project and it found that no additional mitigation measures would be necessary for adjacent streets or intersections. Per the TIA, the proposed project will not lead to the worsening of Level of Service at any nearby intersections. Furthermore, no changes to the frontage or street configuration are being required as the proposed use and associated impacts are not significant enough to require mitigation. Since the TIA has found no significant street impacts from this project, it is especially disproportionate to require an impact fee that is over double the fee collected by an adjacent jurisdiction.

In order to establish a more proportional street impact fee we request that the City of Buckley allow this project to pay the lower fee of \$72,258.51 (as set by the Pierce County Transportation Impact Fee Schedule) for the proposed 10,300sf of Specialty Retail use.

Thank you for your consideration in this matter and we look forward to working with you to establish a more equitable Street Impact Fee. Please review this request with the City Clerk and other managers as needed and let us know if the proposed reduction in fee will be acceptable to the City. I am available to discuss this request in more detail if you have any questions. You can reach me at [evan@soundbuilthomes.com](mailto:evan@soundbuilthomes.com) or at 253-820-7835.

Sincerely,

Evan Mann  
Entitlement Manager  
Soundbuilt Homes  
[evan@soundbuilthomes.com](mailto:evan@soundbuilthomes.com)



November 12, 2019

Evan Mann  
SoundBuilt Homes  
PO Box 73790  
Puyallup, WA 98373

Re: Buckley Storage

The intent of this letter is to provide the City of Buckley with a Traffic Impact Fee calculation for the proposed “Buckley Storage” development located on the south side for SR 410 on parcel number 5665000320 with an undetermined site address. A project description and site characteristics are described below.

**PROJECT DESCRIPTION**

The proposed development consists of the construction of 162,226 square feet of self-storage space and 10,300 square feet of general retail space. Attached to this letter is the City of Buckley’s current adopted Traffic Impact Fee (TIF) Schedule. In accordance with City of Buckley Ordinance No. 16-19 Section 3.50.070, a pass-by reduction may be applied, if applicable, to the trip rates set forth in the attached fee schedule to calculate a modified TIF. Furthermore, the City’s adopted TIF schedule is based on the Institute of Transportation Engineer’s publication *Trip Generation* 9th Edition whereas the 10th Edition values may be applied. The following calculations and methods presented below summarize the proposed Traffic Impact Fees to be collected as a result of the Buckley Storage development.

**TRAFFIC IMPACT FEE ADJUSTMENTS**

The following table is presented and derived with similar methodologies as in the City of Buckley’s adopted fee schedule. The inclusion of pass-by rates for the retail element are also provided.

**Table 1: Traffic Impact Fee per Unit**

| Code Description     | Unit of Measure | Daily Weekday Trips/Unit | Discount Pass-by | Adjusted Trips/Unit | \$/Trip | \$/Unit     |
|----------------------|-----------------|--------------------------|------------------|---------------------|---------|-------------|
| 151 Mini-Warehouse   | 1,000 sf        | 1.51 <sup>1</sup>        | 0%               | 1.51                | \$638   | \$963.38    |
| 826 Specialty Retail | 1,000 sf        | 44.32 <sup>2</sup>       | 34%              | 29.25               | \$638   | \$18,661.50 |

<sup>1</sup> ITE *Trip Generation Manual* 10th Edition

<sup>2</sup> ITE *Trip Generation Manual* 9th Edition – No similar Land Use Code (LUC) is available in the 10th Edition manual.

**PASS-BY**

No specific pass-by data are available with respect to the specialty retail land use in the ITE handbook; however, most jurisdictions recognize and allow for pass-by reductions for commercial uses. Given that the proposed development is abutting, and has direct access to SR 410, a number of motorists can be expected to be in the form of pass-by. A review of three surrounding jurisdictions with the specific “Specialty Retail” land use in their adopted fee schedules are summarized below.

- Bonney Lake – Pass-by: 34%
- Sumner: – Pass-by: 34%
- Port Orchard – Pass-by: 34%

As shown, all jurisdictions allow and account for a 34% pass-by reduction in their respective Traffic Impact Fee Schedules. The 34% reduction has been included in table 1.

**TRAFFIC IMPACT FEE CALCULATION**

**Table 2: Project Traffic Impact Fees**

| Land Use                    | Size (KSF) | \$/Unit     | Total Fee           |
|-----------------------------|------------|-------------|---------------------|
| Mini-Warehouse              | 162.226    | \$963.38    | \$156,285.28        |
| Specialty Retail            | 10.3       | \$18,661.50 | \$192,213.45        |
| <b>Total Estimated Fee:</b> |            |             | <b>\$348,498.73</b> |

The total estimated TIF fee accounting for pass-by discounts and ITE 10th Edition trip rates calculates to **\$348,498.73**.

Please call if you require further information

Gregary B Heath, PE, PTOE

**APPENDIX E**  
**INSTITUTE OF TRANSPORTATION ENGINEERS (ITE)**  
**TRIP GENERATION MANUAL, 9TH EDITION**

| <b>Code Description</b>                  | <b>Unit of Measure</b> | <b>Daily Weekday Trips/Unit</b> | <b>\$/Trip</b> | <b>\$/Unit</b> |
|--|------------------------|---------------------------------|----------------|----------------|
| <b>PORT AND TERMINAL</b>                 |                        |                                 |                |                |
| 30 Truck Terminal                        | Acres                  | 81.90                           | \$638          | \$52,252       |
| 90 Park and Ride Lot with Bus Service    | Parking Spaces         | 4.50                            | \$638          | \$2,871        |
| <b>INDUSTRIAL</b>                        |                        |                                 |                |                |
| 110 General Light Industrial             | 1,000 SF               | 6.97                            | \$638          | \$4,447        |
| 120 General Heavy Industrial             | Acres                  | 6.75                            | \$638          | \$4,307        |
| 130 Industrial Park                      | 1,000 SF               | 6.83                            | \$638          | \$4,358        |
| 140 Manufacturing                        | 1,000 SF               | 3.82                            | \$638          | \$2,437        |
| 150 Warehousing                          | 1,000 SF               | 3.56                            | \$638          | \$2,271        |
| 151 Mini-Warehouse                       | 1,000 SF               | 2.50                            | \$638          | \$1,595        |
| 152 High-Cube Warehouse                  | 1,000 SF               | 1.68                            | \$638          | \$1,072        |
| <b>RESIDENTIAL</b>                       |                        |                                 |                |                |
| 210 Single-Family Detached Housing       | Dwelling Units         | 9.52                            | \$638          | \$6,074        |
| 220 Apartment                            | Dwelling Units         | 6.65                            | \$638          | \$4,243        |
| 221 Low-Rise Apartment                   | Dwelling Units         | 6.59                            | \$638          | \$4,204        |
| 230 Residential Condominium / Townhouse  | Dwelling Units         | 5.81                            | \$638          | \$3,707        |
| 240 Mobile Home Park                     | Dwelling Units         | 4.99                            | \$638          | \$3,184        |
| 251 Senior Adult Housing -Detached       | Dwelling Units         | 3.68                            | \$638          | \$2,348        |
| 252 Senior Adult Housing -Attached       | Dwelling Units         | 3.44                            | \$638          | \$2,195        |
| 253 Congregate Care Facility             | Dwelling Units         | 2.02                            | \$638          | \$1,289        |
| 254 Assisted Living                      | Beds                   | 2.74                            | \$638          | \$1,748        |
| 255 Continuing Care Retirement Community | Dwelling Units         | 2.40                            | \$638          | \$1,531        |
| <b>LODGING</b>                           |                        |                                 |                |                |
| 310 Hotel                                | Rooms                  | 8.17                            | \$638          | \$5,212        |
| 320 Motel                                | Rooms                  | 5.63                            | \$638          | \$3,592        |
| <b>RECREATIONAL</b>                      |                        |                                 |                |                |
| 411 City Park                            | Acres                  | 1.89                            | \$638          | \$1,206        |
| 412 County Park                          | Acres                  | 2.28                            | \$638          | \$1,455        |
| 413 State Park                           | Acres                  | 0.65                            | \$638          | \$415          |
| 415 Beach Park                           | Acres                  | 29.81                           | \$638          | \$19,019       |
| 417 Regional Park                        | Acres                  | 4.57                            | \$638          | \$2,916        |
| 420 Marina                               | Berths                 | 2.96                            | \$638          | \$1,888        |
| 430 Golf Course                          | Acres                  | 5.04                            | \$638          | \$3,216        |
| 432 Golf Driving Range                   | Positions              | 13.65                           | \$638          | \$8,709        |
| 435 Multi-Purpose Recreational Facility  | Acres                  | 90.38                           | \$638          | \$57,662       |
| 437 Bowling Alley                        | 1,000 SF               | 33.33                           | \$638          | \$21,265       |
| 443 Movie Theater without Matinee        | 1,000 SF               | 78.06                           | \$638          | \$49,802       |
| 452 Horse Race Track                     | Acres                  | 43.00                           | \$638          | \$27,434       |
| 460 Arena                                | Acres                  | 33.33                           | \$638          | \$21,265       |
| 480 Amusement Park                       | Acres                  | 75.76                           | \$638          | \$48,335       |
| 488 Soccer Complex                       | Fields                 | 71.33                           | \$638          | \$45,509       |
| 490 Tennis Courts                        | Courts                 | 31.04                           | \$638          | \$19,804       |
| 491 Racquet / Tennis Club                | Courts                 | 38.70                           | \$638          | \$24,691       |
| 492 Health / Fitness Club                | 1,000 SF               | 32.93                           | \$638          | \$21,009       |

**APPENDIX E**  
**INSTITUTE OF TRANSPORTATION ENGINEERS (ITE)**  
**TRIP GENERATION MANUAL, 9TH EDITION**

| <b>Code Description</b>                 | <b>Unit of Measure</b> | <b>Daily Weekday Trips/Unit</b> | <b>\$/Trip</b> | <b>\$/Unit</b> |
|---|------------------------|---------------------------------|----------------|----------------|
| 493 Athletic Club                       | 1,000 SF               | 43.00                           | \$638          | \$27,434       |
| 495 Recreational Community Center       | 1,000 SF               | 33.82                           | \$638          | \$21,577       |
| <b>INSTITUTIONAL</b>                    |                        |                                 |                |                |
| 520 Elementary School                   | 1,000 SF               | 15.43                           | \$638          | \$9,844        |
| 522 Middle School / Junior High School  | 1,000 SF               | 13.78                           | \$638          | \$8,792        |
| 530 High School                         | 1,000 SF               | 12.89                           | \$638          | \$8,224        |
| 536 Private School (K-12)               | Students               | 2.48                            | \$638          | \$1,582        |
| 540 Junior / Community College          | 1,000 SF               | 27.49                           | \$638          | \$17,539       |
| 560 Church                              | 1,000 SF               | 9.11                            | \$638          | \$5,812        |
| 565 Daycare Center                      | 1,000 SF               | 74.06                           | \$638          | \$47,250       |
| 566 Cemetery                            | Acres                  | 4.73                            | \$638          | \$3,018        |
| 590 Library                             | 1,000 SF               | 56.24                           | \$638          | \$35,881       |
| 591 Lodge / Fraternal Organization      | Members                | 0.29                            | \$638          | \$185          |
| <b>MEDICAL</b>                          |                        |                                 |                |                |
| 610 Hospital                            | 1,000 SF               | 6.95                            | \$638          | \$4,434        |
| 620 Nursing Home                        | 1,000 SF               | 7.60                            | \$638          | \$4,849        |
| 630 Clinic                              | 1,000 SF               | 8.01                            | \$638          | \$5,110        |
| <b>OFFICE</b>                           |                        |                                 |                |                |
| 710 General Office Building             | 1,000 SF               | 11.03                           | \$638          | \$7,037        |
| 714 Corporate Headquarters Building     | 1,000 SF               | 7.98                            | \$638          | \$5,091        |
| 715 Single Tenant Office Building       | 1,000 SF               | 11.65                           | \$638          | \$7,433        |
| 720 Medical-Dental Office Building      | 1,000 SF               | 36.13                           | \$638          | \$23,051       |
| 730 Government Office Building          | 1,000 SF               | 68.93                           | \$638          | \$43,977       |
| 732 United States Post Office           | 1,000 SF               | 108.19                          | \$638          | \$69,025       |
| 733 Government Office Complex           | 1,000 SF               | 27.92                           | \$638          | \$17,813       |
| 750 Office Park                         | 1,000 SF               | 0.76                            | \$638          | \$485          |
| 760 Research and Development Center     | 1,000 SF               | 8.11                            | \$638          | \$5,174        |
| 770 Business Park                       | 1,000 SF               | 12.44                           | \$638          | \$7,937        |
| <b>RETAIL</b>                           |                        |                                 |                |                |
| 812 Building Materials and Lumber Store | 1,000 SF               | 45.16                           | \$638          | \$28,812       |
| 813 Free-Standing Discount Superstore   | 1,000 SF               | 50.75                           | \$638          | \$32,379       |
| 814 Variety Store                       | 1,000 SF               | 64.03                           | \$638          | \$40,851       |
| 815 Free Standing Discount Store        | 1,000 SF               | 57.24                           | \$638          | \$36,519       |
| 816 Hardware / Paint Store              | 1,000 SF               | 51.29                           | \$638          | \$32,723       |
| 817 Nursery (Garden Center)             | 1,000 SF               | 68.10                           | \$638          | \$43,448       |
| 818 Nursery (Wholesale)                 | 1,000 SF               | 39.00                           | \$638          | \$24,882       |
| 820 Shopping Center                     | 1,000 SF               | 42.70                           | \$638          | \$27,243       |
| 823 Factory Outlet Center               | 1,000 SF               | 26.59                           | \$638          | \$16,964       |
| 826 Specialty Retail Center             | 1,000 SF               | 44.32                           | \$638          | \$28,276       |
| 841 New Car Sales                       | 1,000 SF               | 32.30                           | \$638          | \$20,607       |
| 843 Automobile Parts Sales              | 1,000 SF               | 61.91                           | \$638          | \$39,499       |
| 848 Tire Store                          | 1,000 SF               | 24.87                           | \$638          | \$15,867       |
| 850 Supermarket                         | 1,000 SF               | 102.24                          | \$638          | \$65,229       |
| 851 Convenience Market (Open 24 Hours)  | 1,000 SF               | 737.99                          | \$638          | \$470,838      |

**APPENDIX E**  
**INSTITUTE OF TRANSPORTATION ENGINEERS (ITE)**  
**TRIP GENERATION MANUAL, 9TH EDITION**

| <b>Code Description</b>   | <b>Unit of Measure</b> | <b>Daily Weekday Trips/Unit</b> | <b>\$/Trip</b> | <b>\$/Unit</b> |
|---|------------------------|---------------------------------|----------------|----------------|
| 853 Convenience Market with Gasoline Pumps                              | 1,000 SF               | 845.60                          | \$638          | \$539,493      |
| 854 Discount Supermarket  | 1,000 SF               | 90.86                           | \$638          | \$57,969       |
| 857 Discount Club   | 1,000 SF               | 41.80                           | \$638          | \$26,668       |
| 860 Wholesale Market  | 1,000 SF               | 6.73                            | \$638          | \$4,294        |
| 862 Home Improvement Superstore   | 1,000 SF               | 30.74                           | \$638          | \$19,612       |
| 863 Electronics Superstore  | 1,000 SF               | 45.04                           | \$638          | \$28,736       |
| 875 Department Store  | 1,000 SF               | 22.88                           | \$638          | \$14,597       |
| 876 Apparel Store   | 1,000 SF               | 66.40                           | \$638          | \$42,363       |
| 879 Arts and Craft Store  | 1,000 SF               | 56.55                           | \$638          | \$36,079       |
| 880 Pharmacy / Drugstore without Drive-Through Window                   | 1,000 SF               | 90.06                           | \$638          | \$57,458       |
| 881 Pharmacy / Drugstore with Drive-Through Window                      | 1,000 SF               | 96.91                           | \$638          | \$61,829       |
| 890 Furniture Store   | 1,000 SF               | 5.06                            | \$638          | \$3,228        |
| <b>SERVICES</b>   |                        |                                 |                |                |
| 912 Drive-In Bank   | 1,000 SF               | 148.15                          | \$638          | \$94,520       |
| 931 Quality Restaurant  | 1,000 SF               | 89.95                           | \$638          | \$57,388       |
| 932 High-Turnover (Sit-Down) Restaurant                                 | 1,000 SF               | 127.15                          | \$638          | \$81,122       |
| 933 Fast Food Restaurant without Drive-Through Window                   | 1,000 SF               | 716.00                          | \$638          | \$456,808      |
| 934 Fast Food Restaurant with Drive-Through Window                      | 1,000 SF               | 496.12                          | \$638          | \$316,525      |
| 937 Coffee / Donut Shop with Drive-Through Window                       | 1,000 SF               | 818.58                          | \$638          | \$522,254      |
| 938 Coffee / Donut Shop with Drive-Through Window and No Indoor Seating | 1,000 SF               | 1,800.00                        | \$638          | \$1,148,400    |
| 941 Quick Lubrication Vehicle Shop                                      | Service Bays           | 40.00                           | \$638          | \$25,520       |
| 944 Gasoline / Service Station  | Fueling Positions      | 168.56                          | \$638          | \$107,541      |
| 945 Gasoline / Service Station with Convenience Market                  | Fueling Positions      | 162.78                          | \$638          | \$103,854      |
| 946 Gasoline / Service Station with Convenience Market and Car Wash     | Fueling Positions      | 152.84                          | \$638          | \$97,512       |
| 947 Self Service Car Wash   | Stalls                 | 108.00                          | \$638          | \$68,904       |



# Specialty Retail Center (826)

**Average Vehicle Trip Ends vs: 1000 Sq. Feet Gross Leasable Area**  
On a: Weekday

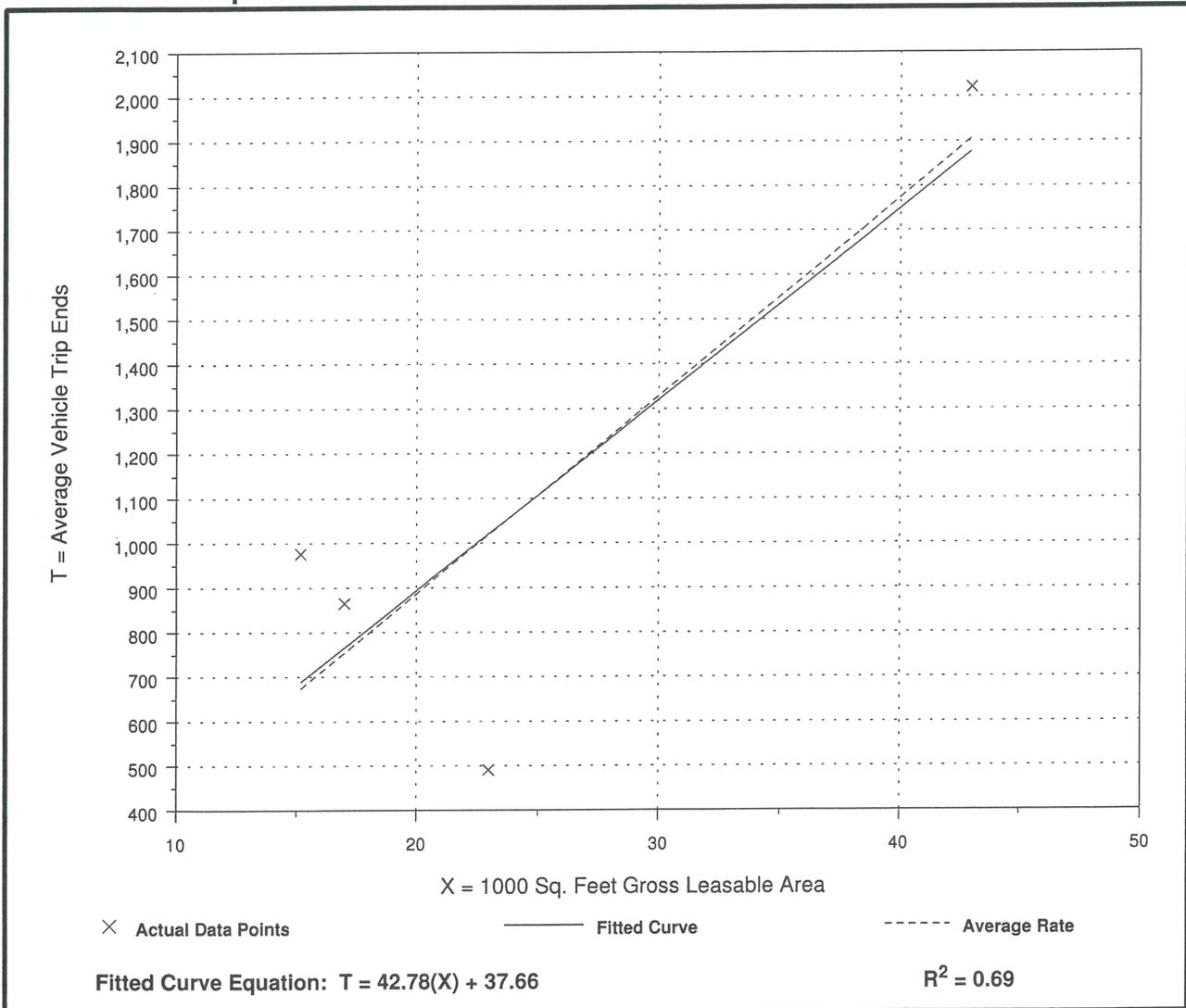
Number of Studies: 4  
Average 1000 Sq. Feet GLA: 25  
Directional Distribution: 50% entering, 50% exiting

## Trip Generation per 1000 Sq. Feet Gross Leasable Area

| Average Rate | Range of Rates | Standard Deviation |
|--------------|----------------|--------------------|
| 44.32        | 21.30 - 64.21  | 15.52              |

## Data Plot and Equation

*Caution - Use Carefully - Small Sample Size*



**New Table 4-1**

**Pierce County Transportation Impact Fee Schedule**

| Traffic Impact Fee Schedule  |  |                       |  |                     |                     |                     |
|--|--|-----------------------|--|---------------------|---------------------|---------------------|
|  |  |                       | Impact Fee Rate in dollars per Land Use Unit by TSA<br>(cost per trip) |                     |                     |                     |
| LAND USE   | ITE Land Use Code<br>(LUC) <sup>1</sup>                    | UNIT OF<br>MEASURE    | TSA A<br>(\$483.87)  | TSA B<br>(\$483.87) | TSA C<br>(\$796.47) | TSA D<br>(\$189.03) |
| <b>Residential</b>   |  |                       |  |                     |                     |                     |
| Single-Family Detached Housing and Attached Housing up to 2-Units (Duplex)             | 210  | Dwelling Units        | 4439   | 4439                | 7243                | 1795                |
| Accessory Dwelling Unit (ADU)  | 210  | Dwelling Units        | 2270   | 2270                | 3671                | 948                 |
| Multi Family (incl. triplex, condos)   | 220, 221, 222, 225   | Dwelling Units        | 3033   | 3033                | 4927                | 1246                |
| Mid-Rise and High-Rise Residential with 1st Floor Commercial 3 or more levels (floors) | 231, 232   | Dwelling Units        | 2857   | 2857                | 4638                | 1177                |
| Mobile Home Park   | 240  | Dwelling Units        | 2398   | 2398                | 3883                | 998                 |
| Senior Adult Housing Detached  | 251  | Dwelling Units        | 2063   | 2063                | 3331                | 867                 |
| Senior Adult Housing Attached  | 252  | Dwelling Units        | 1801   | 1801                | 2900                | 764                 |
| Assisted Living  | 252, 254, 255  | Dwelling Units / Beds | 1176   | 1176                | 1871                | 520                 |
| Centers and Corridors Proposal- Multi Family (incl. triplex, condos)                   | 220, 221, 222, 225, 231, 232                               | Dwelling Units        | 2036   | 2036                | 3286                | 856                 |
| <b>Commercial</b>  |  |                       |  |                     |                     |                     |
| General – Retail, Restaurant & Services  | All LUC's in 400, 800 and 900 series except LUC 944        | SF GFA/GLA            | 5.42   | 5.42                | 8.93                | 2.12                |
| Gasoline Sales <sup>2</sup>  | 944  | Pumps                 | 12004.17   | 12004.17            | 19759.35            | 4689.58             |
| <b>Commercial - Institutional</b>  |  |                       |  |                     |                     |                     |
| Institutional  | All LUC's in 500 and 600 series unless specifically listed | SF GFA                | 2.95   | 2.95                | 4.85                | 1.15                |
| Public Elementary / Jr. High School  | 520, 522   | SF GFA                | 3.10   | 3.10                | 5.11                | 1.21                |
| Public High School   | 530  | SF GFA                | 2.48   | 2.48                | 4.07                | 0.97                |
| Private Kindergarten through 8th Grade   | 534  | SF GFA                | 5.67   | 5.67                | 9.34                | 2.22                |
| Private Kindergarten through 12th Grade  | 536  | SF GFA                | 5.46   | 5.46                | 8.98                | 2.13                |
| <b>Industrial</b>  |  |                       |  |                     |                     |                     |
| Warehousing/Storage  | All LUC's in 100 series unless specifically listed         | SF GFA                | 2.29   | 2.29                | 3.77                | 0.90                |
| Industrial/Manufacturing   | 110, 130, 140  | SF GFA                | 2.13   | 2.13                | 3.50                | 0.83                |
| Mini Warehouse   | 151  | SF GFA                | 0.75   | 0.75                | 1.23                | 0.29                |
| <b>Commercial - Office</b>   |  |                       |  |                     |                     |                     |
| Office Land Uses   | All LUC's in 700 series except LUC 720                     | SF GFA                | 5.27   | 5.27                | 8.67                | 2.06                |
| Corporate Headquarters   | 714  | SF GFA                | 4.30   | 4.30                | 7.08                | 1.68                |
| Research and Development Center  | 760  | SF GFA                | 6.09   | 6.09                | 10.03               | 2.38                |
| Medical Office/Clinic  | 720  | SF GFA                | 13.04  | 13.04               | 21.46               | 5.09                |

Administration Fees of \$100 per Residential Unit and 1% for Commercial uses are included in the above listed rates.

TSA = Transportation Service Area

GFA = Gross Floor Area

GLA = Gross Leasable Area

\*\*For uses listed in square feet, the trip rate is given in thousands of square feet; the cost per unit is converted to square feet.

1) Land Use Code – Reference TRIP GENERATION, 10<sup>th</sup> Edition, Institute of Transportation Engineers

2) Gasoline Sales Rate per Pump applies in addition to Commercial General Rate per SF GFA/GLA (note each pump to service a max of two vehicles at a time).

3) Effective until August 1, 2019, the cost per trip rate for TSA B shall be 88% of the value stated in Table 4-1. Land use rates shall be adjusted accordingly. Effective August 1, 2019, 100% of the rate shall apply.

4) Effective until August 1, 2019, the cost per trip rate for TSA C shall be 61% of the value stated in Table 4-1. Land use rates shall be adjusted accordingly. Effective August 1, 2019, 100% of the rate shall apply.



**CITY OF BUCKLEY, WASHINGTON**

**ORDINANCE NO. \_\_\_-20**

**AN ORDINANCE OF THE CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON, AUTHORIZING DEFERRAL OF TRANSPORTATION IMPACT FEE PAYMENT TO OCCUPANCY IN ORDER TO GIVE BUILDING PERMIT APPLICANTS AN OPPORTUNITY TO TAKE ADVANTAGE OF THE CITY'S REASSESSMENT OF IMPACT FEE AMOUNTS AND FIXING A TIME WHEN THE SAME SHALL BECOME EFFECTIVE.**

---

**WHEREAS**, the City Council has been advised that its transportation impact fee is sometimes significantly higher than those imposed in other jurisdictions; and

**WHEREAS**, while the City Council finds it important for development to pay its fair share of impacts to the City's transportation system, the amounts levied should also not be out of proportion to actual impacts; and

**WHEREAS**, in the ensuing months City staff and the City Council will be evaluating the need for changes to the methodology employed to calculate transportation impact fees, and

**WHEREAS**, the City Council would like to give developers the opportunity to benefit from this evaluation should it result in an ordinance approving lower impact fees; and

**WHEREAS**, the City Council has found that the most effective way to buy time for developers to benefit from the City's impact re-evaluation is to temporarily give developers the opportunity to pay impact fees up to the point of acquiring a certificate of occupancy as opposed to having to pay upon the filing of a building permit application;

**NOW THEREFORE THE CITY COUNCIL OF THE CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON, DO ORDAIN AS FOLLOWS:**

**Section 1.** At the election of a building permit applicant, the transportation impact fees regulated by BMC 3.50.035 may be paid any time up until the issuance of a certificate of occupancy, instead of coming due upon the filing of a building permit application as required by BMC 3.50.035(3). The amount of the fee shall be based upon the adopted amount set at the time payment is elected to be

made. This option shall remain open to applicants until May 1, 2021, or such other date as later amended by the City Council. All applicants and/or legal owners of the property upon which the development activity allowed by the building permit is to occur must sign an impact fee deferral agreement in a form acceptable by the city attorney. The applicant will pay a \$50.00 administrative fee, along with fees necessary for recording the agreement in the office of the Pierce County auditor. The impact fee deferral agreement shall require the applicant to prepare and record a deed of trust in a form approved by the City Attorney that secures the amount of the impact fee plus an additional 15% to cover administrative and enforcement costs.. The city shall withhold certification of final inspection, certificate of occupancy or equivalent final certification until the deferred impacts fees have been paid in full. The term of an impact fee deferral shall not exceed 18 months.

**Section 2.** Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be invalid or unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality of any other section, sentence, clause or phrase of this Ordinance.

**Section 3.** Effective Date. This Ordinance or a summary thereof consisting of the title shall be published in the official newspaper of the City, and shall take effect and be in full force five (5) days after publication.

Introduced, passed, and approved this 12<sup>th</sup> day of May 2020.

\_\_\_\_\_  
Pat Johnson, Mayor

Attest:

\_\_\_\_\_  
Trevia Percival, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Phil Olbrechts, City Attorney

PUBLISHED: \_\_\_\_\_

EFFECTIVE: \_\_\_\_\_



# CITY COUNCIL AGENDA BILL

City of Buckley  
PO Box 1960  
Buckley, WA 98321

| ITEM INFORMATION   |  |         |          |
|--|--|---------|----------|
| <b>SUBJECT:</b><br><br><b>Bid Award: Short-Term Telemetry Improvements</b><br><br>Cost Impact: \$77,119.80<br>Fund Source: 405 Water Fund<br>Timeline: Work to be completed in Summer and Fall of 2020.  | <b>Agenda Date: May 6, 2020 AB20-048</b> |         |          |
|  | Department/Committee/Individual          | Created | Reviewed |
|  | Mayor Pat Johnson                        |         | X        |
|  | City Administrator – Paul Weed           |         | X        |
|  | City Attorney – Phil Olbrechts           |         | X        |
|  | City Engineer – Dominic Miller           |         | X        |
|  | City Clerk – Treva Percival              |         | X        |
|  | Finance Dept – Saundra Groshong          |         |          |
|  | Building Official – Mike Deadmond        |         |          |
|  | Fire Dept – Chief Predmore               |         |          |
|  | Parks & Rec Dept – Kevin Caviezel        |         |          |
|  | Planning Dept – Leticia Wallgren         |         |          |
|  | Police Dept – Chief Arsanto              |         |          |
|  | Municipal Court – Jessica Cash           |         |          |
| PW/Utilities – Chris Banks   | X  | X       |          |
| <b>Attachments:</b> Engineers Review of Bids, Estimated Cost Partition   |  |         |          |
| <p>SUMMARY STATEMENT: ON April 2, 2020, the City conducted a sealed bid opening for the Short-Term Telemetry Improvements Rebid. After reviewing the bids and evaluating the City’s budget, staff identified that the City has sufficient funds budgeted for this project.</p> <p>Based on the City’s agreement with DSHS, City will fund 82.43% of the Base Bid at the Water Treatment Plant, 82.43% of Additive 1 at Wells 2 and 4, and 0.00% of Additive 2 at Rainier School Well 5. The total contract amount funded by the City per the contract is \$77,119.80. DSHS will fund 17.57% of the Base Bid at the Water Treatment Plant, 17.57% of Additive 1 at Wells 2 and 4, and 100.00% of Additive 2 at Rainier School Well 5. The total contract amount funded by the City per the contract is \$46,409.51.</p> <p>Therefore, the recommendation is to award the bid (Base Bid, Additive 1 and Additive 2) to Advanced Electrical Technologies in the amount of \$123,529.31, pending DSHS approval of the funding of Additive 2. If DSHS elects to not fund Additive 2, the award will be for Base Bid and Additive 1.</p> <p>See attached Engineering discussion and recommendation and cost sharing with DSHS.</p> |  |         |          |
| COMMITTEE REVIEW AND RECOMMENDATION: N/A   |  |         |          |
| <b>RECOMMENDED ACTION: MOVE to Award Bid of the Short-Term Telemetry Project to Advanced Electrical Technologies for the price of \$123,529.32, pending DSHS funding of Additive 2.</b>  |  |         |          |
| RECORD OF COUNCIL ACTION   |  |         |          |
| Meeting Date   | Action                                   | Vote    |          |
|  |  |         |          |
|  |  |         |          |
|  |  |         |          |



April 8, 2020

Mr. Chris Banks  
City of Buckley  
P.O. Box 1960  
Buckley, Washington 98321

**SUBJECT: REVIEW OF BIDS, SHORT-TERM TELEMETRY IMPROVEMENTS  
REBID  
CITY OF BUCKLEY, PIERCE COUNTY, WASHINGTON  
G&O #19236**

Dear Mr. Banks:

On April 2, 2020, the City of Buckley received four bids for the Short-Term Telemetry Improvements Rebids Project. The bids ranged from \$123,529.32 to \$201,297.92. The Engineer's Estimate was \$143,507.00. Each proposal was checked for correctness of extensions of the prices per unit and the total price. Three 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:

- |    |   |              |
|----|---|--------------|
| 1. | Advanced Electrical Technologies (Longview, WA).....  | \$123,529.32 |
|    | Engineer's Estimate .....                             | \$143,507.00 |
| 2. | QCC Quality Controls Corporation (Lynnwood, WA) ..... | \$162,939.79 |
| 3. | Taurus Power and Controls, Inc. (Kent, WA) .....      | \$191,211.74 |
| 4. | Technical Systems, Inc. (Lynnwood, WA) .....          | \$201,297.92 |

The lowest responsive bidder, Advanced Electrical Technologies of Longview, 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. 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, Advanced Electrical Technologies of Longview, WA, has met the responsibility criteria. The Mandatory Bidder Responsibility Checklist is attached for the City's file. We have also reviewed the Supplemental Bidder Criteria information submitted by the Advanced Electrical Technologies and they appear to meet the requirements of the Supplemental Bidder Responsibility Criteria.



Mr. Chris Banks  
April 8, 2020  
Page 2

Based on our evaluation, we recommend that the project be awarded to the lowest responsive, responsible bidder:

Advanced Electrical Technologies  
1121 Columbia Blvd.  
Longview, WA 98632

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

Sincerely,

GRAY & OSBORNE, INC.

Joe Plahuta, P.E.

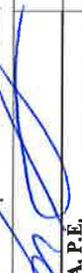
JP/sp  
Encl.

| BIDDER                                     |   | ENGINEER'S ESTIMATE |             | ADVANCED ELECTRICAL TECHNOLOGIES           |             | QCC QUALITY CONTROLS CORP.                       |             | TAURUS POWER & CONTROLS, INC.             |             | TECHNICAL SYSTEMS, INC.                 |              |
|--|---|---------------------|-------------|--|-------------|--|-------------|---|-------------|---|--------------|
| BIDDER ADDRESS                             |   |                     |             | 1121 Columbia Boulevard Longview, WA 98632 |             | 5015 208th Street SW, Ste. 1B Lynnwood, WA 98036 |             | 8714 222nd Street, Suite A Kent, WA 98031 |             | 2303 196th Street SW Lynnwood, WA 98036 |              |
| WASHINGTON STATE WORKMAN'S COMP. ACCT. NO. |   |                     |             | 920,997-00                                 |             | 681,128-00                                       |             | 554,435-00                                |             | 330,395-00                              |              |
| WASHINGTON STATE CONTRACTOR'S REG. NUMBER  |   |                     |             | ADVANE18241A                               |             | OCCQUCC972D3                                     |             | TAURUPC9461N                              |             | TECHNS*1960D                            |              |
| BID BOND OR OTHER GOOD FAITH TOKEN         |   |                     |             | 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                                  | AMOUNT       |
| <b>BASE BID</b>                            |   |                     |             |  |             |  |             |   |             |   |              |
| 1  | Mobilization and Demobilization                                 | 1 LS                | \$12,000.00 | \$12,000.00                                | \$2,685.00  | \$2,685.00                                       | \$3,500.00  | \$3,500.00                                | \$3,000.00  | \$3,000.00                              | \$17,000.00  |
| 2  | Minor Change  | 1 CALC              | \$5,000.00  | \$5,000.00                                 | \$5,000.00  | \$5,000.00                                       | \$5,000.00  | \$5,000.00                                | \$5,000.00  | \$5,000.00                              | \$5,000.00   |
| 3  | Electrical, Telemetry and Instrumentation for WTP               | 1 LS                | \$40,000.00 | \$40,000.00                                | \$34,937.00 | \$34,937.00                                      | \$51,680.00 | \$51,680.00                               | \$65,190.00 | \$65,190.00                             | \$65,395.00  |
| 4  | System Integration for WTP                                      | 1 LS                | \$11,000.00 | \$11,000.00                                | \$13,610.00 | \$13,610.00                                      | \$16,900.00 | \$16,900.00                               | \$16,560.00 | \$16,560.00                             | \$10,656.00  |
|  | Subtotal, Base Bid  |                     |             | \$68,000.00                                |             | \$56,232.00                                      |             | \$77,080.00                               |             | \$89,750.00                             | \$98,051.00  |
|  | Sales Tax @ 7.9%  |                     |             | \$5,372.00                                 |             | \$4,442.33                                       |             | \$6,089.32                                |             | \$7,090.25                              | \$7,746.03   |
|  | <b>TOTAL CONSTRUCTION COST, BASE BID</b>                        |                     |             | \$73,372.00                                |             | \$60,674.33                                      |             | \$83,169.32                               |             | \$96,840.25                             | \$105,797.03 |
| <b>ADDITIVE ITEM 1</b>                     |   |                     |             |  |             |  |             |   |             |   |              |
| 1  | Electrical, Telemetry and Instrumentation for Well 2 and Well 4 | 1 LS                | \$25,000.00 | \$25,000.00                                | \$28,122.00 | \$28,122.00                                      | \$33,725.00 | \$33,725.00                               | \$37,706.00 | \$37,706.00                             | \$43,415.00  |
| 2  | System Integration for Well 2 and Well 4                        | 1 LS                | \$7,500.00  | \$7,500.00                                 | \$2,354.00  | \$2,354.00                                       | \$6,515.00  | \$6,515.00                                | \$8,280.00  | \$8,280.00                              | \$8,800.00   |
|  | Subtotal, Additive Item 1                                       |                     |             | \$32,500.00                                |             | \$30,476.00                                      |             | \$40,240.00                               |             | \$45,986.00                             | \$52,215.00  |
|  | Sales Tax @ 7.9%  |                     |             | \$2,567.50                                 |             | \$2,407.60                                       |             | \$3,178.96                                |             | \$3,632.89                              | \$4,124.99   |
|  | <b>TOTAL CONSTRUCTION COST, ADDITIVE ITEM 1</b>                 |                     |             | \$35,067.50                                |             | \$32,883.60                                      |             | \$43,418.96                               |             | \$49,618.89                             | \$56,339.99  |

DATE: 4/2020  
DRAWN: SC  
CHECKED: JP  
APPROVED: JP

CITY OF BUCKLEY, WASHINGTON  
SHORT TERM TELEMETRY IMPROVEMENTS REBID  
GRAY & OSBORNE #19236

GRAY & OSBORNE, INC.  
CONSULTING ENGINEERS

| BIDDER | NO. | ITEM  | QUANTITY | ENGINEER'S ESTIMATE |              | ADVANCED ELECTRICAL TECHNOLOGIES |              | QCC QUALITY CONTROLS CORP. |              | TAURUS POWER & CONTROLS, INC. |              | TECHNICAL SYSTEMS, INC. |              |
|--------|-----|---|----------|---------------------|--------------|----------------------------------|--------------|----------------------------|--------------|-------------------------------|--------------|-------------------------|--------------|
|        |     |   |          | UNIT PRICE          | AMOUNT       | UNIT PRICE                       | AMOUNT       | UNIT PRICE                 | AMOUNT       | UNIT PRICE                    | AMOUNT       | UNIT PRICE              | AMOUNT       |
|        |     | <b>ADDITIVE ITEM 2</b>  |          |                     |              |                                  |              |                            |              |                               |              |                         |              |
|        | 1   | Electrical, Telemetry and Instrumentation for Well 5  | 1 LS     | \$25,000.00         | \$25,000.00  | \$25,423.00                      | \$25,423.00  | \$28,965.00                | \$28,965.00  | \$33,656.00                   | \$33,656.00  | \$33,193.70             | \$33,193.70  |
|        | 2   | System Integration for Well 5   | 1 LS     | \$7,500.00          | \$7,500.00   | \$2,354.00                       | \$2,354.00   | \$4,725.00                 | \$4,725.00   | \$7,820.00                    | \$7,820.00   | \$3,100.00              | \$3,100.00   |
|        |     | Subtotal, Additive Item 2   |          |                     | \$32,500.00  |                                  | \$27,777.00  |                            | \$33,690.00  |                               | \$41,476.00  |                         | \$36,293.70  |
|        |     | Sales Tax @ 7.9%  |          |                     | \$2,567.50   |                                  | \$2,194.38   |                            | \$2,661.51   |                               | \$3,276.60   |                         | \$2,867.20   |
|        |     | <b>TOTAL CONSTRUCTION COST, ADDITIVE ITEM 2</b>   |          |                     | \$35,067.50  |                                  | \$29,971.38  |                            | \$36,351.51  |                               | \$44,752.60  |                         | \$39,160.90  |
|        |     | <b>TOTAL CONSTRUCTION COST, BASE BID</b>  |          |                     | \$73,372.00  |                                  | \$60,674.33  |                            | \$83,169.32  |                               | \$96,840.25  |                         | \$105,797.03 |
|        |     | <b>TOTAL CONSTRUCTION COST, ADDITIVE ITEM 1</b>   |          |                     | \$35,067.50  |                                  | \$32,883.60  |                            | \$43,418.96  |                               | \$49,618.89  |                         | \$56,339.99  |
|        |     | <b>TOTAL CONSTRUCTION COST, ADDITIVE ITEM 2</b>   |          |                     | \$35,067.50  |                                  | \$29,971.38  |                            | \$36,351.51  |                               | \$44,752.60  |                         | \$39,160.90  |
|        |     | <b>TOTAL CONSTRUCTION COST, BASE BID, ADDITIVE ITEM 1 AND</b>   |          |                     | \$143,507.00 |                                  | \$123,529.32 |                            | \$162,939.79 |                               | \$191,211.74 |                         | \$201,297.92 |
|        |     | Sealed bids were opened at the City of Buckley, 933 Main Street, Buckley, Washington 98321 on Thursday, April 2, 2020, at 1:00 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. |          |                     |              |                                  |              |                            |              |                               |              |                         |              |
|        |     |    |          |                     |              |                                  |              |                            |              |                               |              |                         |              |
|        |     | <b>JOE P. AHUTA, P.E.</b>   |          |                     |              |                                  |              |                            |              |                               |              |                         |              |
|        |     | <b>DENOTES MATHEMATICAL OR ROUNDING ERROR</b>   |          |                     |              |                                  |              |                            |              |                               |              |                         |              |

DATE: 4/2020  
DRAWN: SC  
CHECKED: JP  
APPROVED: JP

## 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.

|  |   |
|--|---|
| <b>General Information</b>   |   |
| Owner/Project Name:<br>City of Buckley - Short-Term Telemetry Upgrade Project  | Project Number:<br>19236  |
| Bidder's Business Name:<br>Advanced Electrical Technologies  | Bid Submittal Deadline:<br>April 2, 2020, 1:00pm  |
| <b>Contractor Registration</b>   |   |
| <a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a>  |   |
| License Number:<br>ADVANET894R8  | Status:<br>Active: Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>  |
| Effective Date (must be effective on or before Bid Submittal Deadline):<br>12/28/2011  | Expiration Date:<br>1/15/2022   |
| <b>Current UBI Number</b>  |   |
| <a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a>  |   |
| UBI Number:<br>601-217-845   | Account:<br>Open <input checked="" type="checkbox"/> Closed <input type="checkbox"/>    |
| <b>Industrial Insurance Coverage/Worker Compensation</b>   |   |
| <a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a>  |   |
| Account Number:<br>920,997-00  | Account Current:<br>Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> |
| <b>Employment Security Department Number</b>   |   |
| Employment Security Department Number:<br>693270-01-7  |   |
| <ul style="list-style-type: none"> <li>• Has Bidder provided account number on the Bid Form? <span style="float: right;">Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></span></li> <li>• And/or have you asked the Bidder for documentation from Employment Security Department on account number? <span style="float: right;">Yes <input checked="" type="checkbox"/> No <input type="checkbox"/></span></li> </ul> |   |
| <b>State Excise Tax Registration Number</b>  |   |
| <a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a>  |   |
| Tax Registration Number:<br>91-1458581   | Account:<br>Open <input checked="" type="checkbox"/> Closed <input type="checkbox"/>    |
| <b>Certification of Compliance with Wage Payment Statutes Clause Signed</b>  |   |
| (See Proposal for Required Clause or Signed Certification Form) <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span>  |   |
| <b>Not Disqualified from Bidding</b>   |   |
| <a href="https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx">https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx</a>  |   |
| Is the Bidder listed on the "Contractors Not Allowed to Bid" list of the Department of Labor and Industries? <span style="float: right;">Yes <input type="checkbox"/> No <input checked="" type="checkbox"/></span>  |   |
| <b>Public Works Requirements Training</b>  |   |
| <a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a>  |   |
| Contractor:    Is Exempt from this Requirement <input checked="" type="checkbox"/><br>Has Completed Training <input type="checkbox"/><br>Has Not Completed Training <input type="checkbox"/>   |   |
| <b>Excluded Parties Listing System (Federal Funded Projects)</b>   |   |
| <a href="https://www.sam.gov/">https://www.sam.gov/</a>  |   |
| Does the Bidder have an Active Exclusion? <span style="float: right;">Yes <input type="checkbox"/> No <input type="checkbox"/></span>  |   |
| <b>Checked by:</b>   |   |
| Name:<br>Joe Plahuta, P.E.   | Date:<br>4/7/20   |

**City of Buckley**  
**Short-Term Telemetry Improvements**  
**Estimated Cost Partition**  
**April 23, 2020**

| <b>ITEM</b>               | <b>LOW BID</b>       | <b>CITY PORTION</b> |                     | <b>DSHS PORTION*</b> |                     |
|---------------------------|----------------------|---------------------|---------------------|----------------------|---------------------|
| Base Bid: Treatment Plant | \$ 60,674.33         | 82.43%              | \$ 50,013.85        | 17.57%               | \$ 10,660.48        |
| Additive 1: Wells 2 and 4 | \$ 32,883.60         | 82.43%              | \$ 27,105.95        | 17.57%               | \$ 5,777.65         |
| Additive 2: Well 5        | \$ 29,971.38         | 0%                  | \$ -                | 100%                 | \$ 29,971.38        |
| <b>Total</b>              | <b>\$ 123,529.31</b> |                     | <b>\$ 77,119.80</b> |                      | <b>\$ 46,409.51</b> |

# **C. CONSENT AGENDA**

**City Council  
April 14, 2020**

Mayor Johnson called the regularly scheduled meeting to order at 7:01 PM.

Upon roll call the following members were present: Wilbanks, Bender, Burbank, Sundstrom, Smith, Rose, and Morem. Also present were City Administrator Weed, Administrative Assistant Clark, and City Clerk Percival.

Mayor Johnson asked if there were any other additions, deletions, or changes to the agenda.

**Council member Smith moved to approve the agenda as presented. Council member Rose seconded the motion. Motion carried.**

**STAFF REPORTS**

Included in packets.

**MAIN AGENDA**

**Rescinding of Emergency Ordinance**

**Council member Smith moved to Rescind ORD No. 05-20 Transferring Council Meetings to the Fire Station. Council member Rose seconded the motion. Upon roll call vote motion carried 6/1.**

**ORD No. 06-20 Amending BMC 2.04.010 Authorizing Remote City Council Meetings**

**Council member Burbank moved to Approve Ordinance No. 06-20 Authorizing Remote Council Meetings. Council member Smith seconded the motion. Upon roll call vote, motion carried 6/1.**

**Bid Award – Cedar Street Improvements Project**

**Council member Sundstrom moved to Approve Award Bid of Schedules A, B, C, D & E of the 2020 Cedar Street Improvement Project to Reed Construction, for the Low Bid Price of \$1,177,049.44. Council member Burbank seconded the motion. Motion carried.**

**Supplement 3 for Construction Management Phase – Cedar Street Improvements**

**Council member Sundstrom moved to Approve Supplement 3 for Construction Phase Management – Cedar Street Improvements not to exceed \$191,514.00. Council member Smith seconded the motion. Motion carried.**

**CONSENT AGENDA**

**Council Member Smith moved to approve the Consent Agenda. Council member Burbank seconded the motion. Motion carried.**

Approve Minutes of March 10, 2020, City Council Meeting  
Approve Minutes of March 17, 2020, Special City Council Meeting

Payroll check numbers 38464 through 38501 in the amount of \$84,049.39, and ACH Payroll in the amount of \$384,806.17 for the month of February 2020 are hereby approved and ordered paid this 14<sup>th</sup> day of April 2020.

**COMMITTEE REPORTS**

**Mayor’s Report:**

Mayor Johnson stated that her and City Administrator Weed had been in contact with the Chamber of Commerce to discuss options for Small business. She reminded everyone that they need to track all expenses related to COVID-19 as they may be reimbursable.

Mayor Johnson also shared that the Soup Ladies have been using the kitchen at Buckley Hall to prepare meals for first responders. The food bank has been very active.

Council member Sundstrom stated he still doesn’t have a key for City Hall and he submitted a document regarding Council Committees that will be shared with the entire Council.

**Council member Smith moved to adjourn. Council member Bender seconded the motion. Motion carried.**

**With nothing further the meeting was adjourned at 7:50 PM.**

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Administrator

Prepared by: Treva Percival, City Clerk

# **D. MAYOR'S REPORT**