
AGENDA
OMAK CITY COUNCIL MEETING
Tuesday – January 22, 2019 – 7:00 PM



ORIGINAL

A. CALL TO ORDER

B. FLAG SALUTE

C. CITIZEN COMMENTS

D. CORRESPONDENCE AND MAYOR'S REPORT

1. 2019 Council Committees

E. CONSENT AGENDA:

1. Approval of minutes from January 7, 2019 and Special Meeting January 17, 2019

F. NEW BUSINESS:

1. Res. 07-2019 – Approve Change Order No. 2-POW for Ironwood Koala Sewer Impr.



2. Res. 08-2019 – Accept Ironwood and Koala Ave. Sewer Improvements as Complete



3. Res. 09-2019 – Designating Representative to the WRIA 49 Planning Unit



4. Res. 10-2019 – Approve Amendment No. 3 with G&O for Eastside Park Lift Station



OTHER BUSINESS:

1. Council Committee Reports

2. Staff Reports



Action by City Council

The Omak City Hall is accessible to persons with disabilities. Hearing or visually impaired persons requiring special accommodations should contact the City Clerk one week in advance of the meeting by calling 509-826-1170 or e-mail clerk@omakcity.com in order to be provided assistance.

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Ken Mears, Public Works Director

Date: January 15, 2019

Subject: **Resolution No. 07-2019** Approving Change Order No.2 with POW Contracting and City of Omak for Ironwood Street and Koala Avenue Sanitary Sewer Improvements.

The attached **Resolution 07-2019**, **A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING CHANGE ORDER NO. 2 TO THE CONTRACT BETWEEN POW CONTRACTING AND THE CITY OF OMAK FOR THE IRONWOOD STREET AND KOALA AVENUE SANITARY SEWER IMPROVEMENTS**, is forwarded for your consideration.

Attached please find Change Order No. 2 for the Ironwood Street and Koala Avenue Sanitary Sewer Improvements. This Change Order is a reconciliation of contract quantities with final quantities installed and measured. More detailed information is attached as Exhibit A.

I support this Resolution and request Council approval.

RESOLUTION NO. 07-2019

A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING CHANGE ORDER NO. 2 TO THE CONTRACT BETWEEN POW CONTRACTING AND THE CITY OF OMAK FOR THE IRONWOOD STREET AND KOALA AVENUE SANITARY SEWER IMPROVEMENTS

WHEREAS, the City of Omak awarded the contract for Ironwood Street and Koala Avenue Sanitary Sewer Improvements to POW Contracting by Resolution 43-2018; and

WHEREAS, Change Order No.2 includes reconciliation of contract quantities with final quantities installed and measured; and

WHEREAS, representatives of the City of Omak, POW Contracting and the City's consultants, Gray and Osborne Inc., have negotiated this Change Order to fairly resolve the attached items.

NOW, THEREFORE, BE IT RESOLVED by the Omak City Council, that Change Order No.2 to the contract for Ironwood Street and Koala Avenue Sanitary Sewer Improvements, a copy of which is attached hereto as Exhibit "A", is hereby approved and the Mayor is authorized and directed to execute said Change Order for and on behalf of the City.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2019.

APPROVED:

ATTEST:

Cindy Gagné, Mayor

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

EXHIBIT A

CHANGE ORDER

Project Title	Ironwood Street and Koala Avenue Sanitary Sewer Improvements		
Owner	City of Omak	Contractor Name	POW Contracting
Change Order No.	2	Contractor Address	P.O. Box 4772 Pasco, WA 99302
Change Order Date	January 15, 2019		
G&O No.	18022		

The following changes are hereby made to the Contract Documents:

ITEM 1: Reconciliation of Contract Quantities with Final Quantities Installed

General Condition 2.01.3 states that the basis of payment will be the actual quantities of Work performed according to the Contract and as specified for payment. This change order item reconciles the contract quantities with the final quantities installed and measured. Exhibit A shows the original contract quantities; lump sum and unit contract prices; final measured quantities; the difference in the contract and the total contract quantities revision amount.

Justification: This change order item reconciles the contract quantities with the final quantities installed and measured.

CHANGE TO CONTRACT PRICE

Original Contract Amount (without tax):	\$305,260.00
Current Contract Amount, as adjusted by previous change orders:	\$305,260.00
The Contract Amount due to this Change Order will be decreased by:	\$ 12,054.88
The new Contract Amount (without tax) due to this Change Order will be:.....	\$293,205.12

CHANGE TO CONTRACT TIME

The Substantial Completion Contract Time will be increased by 0 working days, for a total of 35 working days.

The Physical Completion Contract Time will be increased by 0 working days, for a total of 40 working days.

This document will become a supplement to the Contract and all provisions in the Contract will apply hereto. The Contractor acknowledges and agrees that by executing this change order he foregoes all rights and privileges of acquiring any additional compensation for any known or unknown claims of any type or nature, to include but not be limited to, any additional work, delays, extended office overhead, design omissions, changed site conditions, or any oral directions as of the date of the execution of this change order.

GRAY & OSBORNE, INC.
(RECOMMENDED)



Date

1-15-19

POW CONTRACTING
(ACCEPTED)



Date

1/15/19

CITY OF OMAK
(ACCEPTED)

Date

Exhibit A

**CITY OF OMAK
IRONWOOD STREET AND KOALA AVENUE SANITARY SEWER IMPROVEMENTS
G&O NO. 18022
COMPARISON OF BID QUANTITIES v. ACTUAL QUANTITIES**

The final quantities utilized on the subject project differed from the estimated Contract quantities as found in the Proposal for the Contract items shown below.

Item No.	Description	Contract Quantity	Contract Unit Price	Final Quantity	Quantity Difference	Amount Change
1	Mobilization and Demobilization	1 LS	\$33,000.00	1 LS	0.00	\$0.00
2	Trench Excavation Safety Systems	1 LS	\$5,100.00	1 LS	0.00	\$0.00
3	Temporary Erosion Control	1 LS	\$1,500.00	1 LS	0.00	\$0.00
4	Traffic Control	1 LS	\$8,500.00	1 LS	0.00	\$0.00
5	SPCC Plan	1 LS	\$1,000.00	1 LS	0.00	\$0.00
6	Temporary Sewage Pumping	1 LS	\$5,000.00	1 LS	0.00	\$0.00
7	Exploratory Excavation	3 EA	\$1,000.00	3 EA	0.00	\$0.00
8	Expose Existing Utility	2 EA	\$3,000.00	2 EA	0.00	\$0.00
9	Controlled Density Fill	40 CY	\$250.00	13.5 CY	(26.50)	(\$6,625.00)
10	Unexpected Site Changes	1 CALC	\$20,000.00	0.530256 CALC	(0.47)	(\$9,394.88)
11	Foundation Material	10 CY	\$75.00	0 CY	(10.00)	(\$750.00)
12	Bank Run Gravel for Trench Backfill	250 CY	\$8.00	0 CY	(250.00)	(\$2,000.00)
13	Side Sewer Television Inspection	330 LF	\$12.00	330 LF	0.00	\$0.00
14	PVC Sanitary Sewer Pipe and Fittings 8-Inch Diameter, Including Bedding Material	430 LF	\$135.00	417 LF	(13.00)	(\$1,755.00)
15	PVC Side Sewer Pipe and Fittings 4-Inch Diameter, Including Bedding Material	30 LF	\$100.00	61 LF	31.00	\$3,100.00
16	HDPE Side Sewer Pipe and Fittings for Pipe Bursting, 4-Inch Diameter	330 LF	\$70.00	269 LF	(61.00)	(\$4,270.00)
17	Abandon Existing Manhole	1 EA	\$1,000.00	1 EA	0.00	\$0.00
18	Manhole 48-Inch Diameter, Type 1	1 EA	\$7,000.00	1 EA	0.00	\$0.00
19	Outside Drop Manhole 48-Inch Diameter, Type 1	2 EA	\$9,500.00	2 EA	0.00	\$0.00
20	Manhole Additional Height 48-Inch Diameter, Type 1	16 LF	\$250.00	16 LF	0.00	\$0.00
21	Connection to Existing Manhole	2 EA	\$3,000.00	2 EA	0.00	\$0.00
22	Side Sewer Connection	6 EA	\$2,000.00	6 EA	0.00	\$0.00
23	Sewer Cleanout	6 EA	\$850.00	6 EA	0.00	\$0.00
24	Cement Concrete Sidewalk Repair	10 SY	\$200.00	0 SY	(10.00)	(\$2,000.00)
25	Cement Concrete Pavement Repair	15 SY	\$200.00	0 SY	(15.00)	(\$3,000.00)
26	Crushed Surfacing Top Course	35 TN	\$100.00	35 TN	0.00	\$0.00
27	HMA for Pavement Repair Cl. 1/2" PG 64-28	630 SY	\$80.00	813 SY	183.00	\$14,640.00
28	Site Restoration and Rehabilitation	1 LS	\$8,300.00	1 LS	0.00	\$0.00
TOTAL CONTRACT QUANTITIES REVISION AMOUNT (before sales tax)						(\$12,054.88)



January 15, 2019

Mr. Todd McDaniel
Omak City Administrator
P.O. Box 72
Omak, Washington 98841

SUBJECT: CHANGE ORDER 2 TRANSMITTAL, IRONWOOD STREET AND
KOALA AVENUE SANITARY SEWER IMPROVEMENTS
CITY OF OMAK, OKANOGAN COUNTY, WASHINGTON
G&O #18022

Dear Mr. McDaniel:

Four copies of Change Order 2 for the above-referenced project are enclosed, which have been signed by the Engineer and the Contractor. If the documents meet with the City's approval, the City should sign each change order.

Upon executing the change order, retain one copy for your files, return two copies to POW Contracting, and one copy to Gray & Osborne, Inc., to my attention.

Sincerely,

GRAY & OSBORNE, INC.

David G. Ellis, P.E.

DGE/tlf
Encl.

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Ken Mears, Public Works Director

Date: January 15, 2019

Subject: **Resolution No. 08-2019** Accepting Ironwood Street and Koala Avenue Sanitary Sewer Improvements as Complete.

The attached **Resolution 08-2019**, **A RESOLUTION OF THE OMAK CITY COUNCIL ACCEPTING THE IRONWOOD STREET AND KOALA AVENUE SANITARY SEWER IMPROVEMENTS AS COMPLETE**, is forwarded for your consideration.

Attached is the recommendation accepting the project as Complete for the Ironwood Street and Koala Avenue Sanitary Sewer Improvements. This Resolution will allow for the city to close out the project.

I support this Resolution ask for Council approval.

RESOLUTION NO. 08-2019

**A RESOLUTION OF THE OMAK CITY COUNCIL
ACCEPTING THE IRONWOOD STREET AND KOALA AVENUE SANITARY SEWER
IMPROVEMENTS AS COMPLETE**

WHEREAS, the City of Omak contracted with POW Contracting, for Ironwood Street and Koala Avenue Sanitary Sewer Improvements as authorized by City Council Resolution No. 43-2018; and

WHEREAS, the City's Engineering Consultant, Gray & Osborne, has provided construction inspection and contract administration services for this project; and

WHEREAS, the project was determined to be physically complete on December 6th, 2018; and

WHEREAS, the Engineering Consultant and Public Works Staff have determined that the contract has been completed in accordance with the plans, specifications and contract documents.

NOW, THEREFORE, BE IT RESOLVED BY THE OMAK CITY COUNCIL OF OMAK, WASHINGTON, that the contract with POW Construction for the Ironwood Street and Koala Avenue Sanitary Sewer Improvements, is hereby accepted as complete and the Mayor is authorized and directed to take all necessary actions to close out the project.

PASSED BY THE CITY COUNCIL this ____ day of _____, 2019.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney



January 15, 2019

Mr. Aaron Jones
POW Contracting
P.O. Box 4772
Pasco, Washington 99302

SUBJECT: FINAL PROGRESS ESTIMATE AND CONTRACT VOUCHER,
IRONWOOD STREET AND KOALA AVENUE SANITARY SEWER
IMPROVEMENTS
CITY OF OMAK, OKANOGAN COUNTY, WASHINGTON
G&O #18022

Dear Mr. Jones:

On December 6, 2018 the project was determined to be physically complete. We are forwarding the Final Progress Estimate and Final Contract Voucher. Please review the Final Progress Estimate and Final Contract Voucher and forward any comments or the signed documents to Gray & Osborne's Yakima office as soon as possible.

We have also attached a list of approved subcontractors shown to have performed work on this contract, as well as their Unified Business Identifier (UBI) numbers and Affidavit of Wages Paid identification numbers (if known). This is based on our current records and may not be all-inclusive. Please be aware that contract completion will be granted after the City receives the Affidavits of Wages Paid from your firm and all subcontractors, and that incorrect information supplied to the Washington State Department of Labor and Industries may delay release of the retainage.

After receiving the signed documents and revisions to the list of subcontractors, Gray & Osborne will recommend that the City make the final payment and proceed with project closeout.

Sincerely,

GRAY & OSBORNE, INC.

David G. Ellis, P.E.

DGE/tlf
Encl.

cc: Mr. Todd McDaniel, City Administrator, City of Omak, w/o encl.
Mr. Ken Mears, Public Works Director, City of Omak, w/o encl.

FINAL PROGRESS ESTIMATE 3
JANUARY 15, 2019

CITY OF OMAK
 OKANOGAN COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 NOVEMBER 28, 2018 TO DECEMBER 6, 2018

PROJECT:
 IRONWOOD STREET AND KOALA AVENUE
 SANITARY SEWER IMPROVEMENTS
 G&O JOB NUMBER #18022

CONTRACTOR:
 POW CONTRACTING
 PO BOX 4772
 PASCO, WA 99302

NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	QUANTITIES		PROJECT COSTS			PERCENT OF CONTRACT QUANTITY
					TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE		
1	Mobilization and Demobilization	1	LS	\$33,000.00	15.00%	100.00%	\$4,950.00	\$33,000.00	100%	
2	Trench Excavation Safety Systems	1	LS	\$5,100.00	0.00%	100.00%	\$0.00	\$5,100.00	100%	
3	Temporary Erosion Control	1	LS	\$1,500.00	0.00%	100.00%	\$0.00	\$1,500.00	100%	
4	Traffic Control	1	LS	\$8,500.00	0.00%	100.00%	\$0.00	\$8,500.00	100%	
5	SPCC Plan	1	LS	\$1,000.00	0.00%	100.00%	\$0.00	\$1,000.00	100%	
6	Temporary Sewage Pumping	1	LS	\$5,000.00	0.00%	100.00%	\$0.00	\$5,000.00	100%	
7	Exploratory Excavation	3	EA	\$1,000.00	1	3	\$1,000.00	\$3,000.00	100%	
8	Expose Existing Utility	2	EA	\$3,000.00	0	2	\$0.00	\$6,000.00	100%	
9	Controlled Density Fill	13.5	CY	\$250.00	0.0	13.5	\$0.00	\$3,375.00	100%	
10	Unexpected Site Changes	1	CALC	\$10,605.12	100.00%	100.00%	\$10,605.12	\$10,605.12	100%	
11	Foundation Material	0	CY	\$75.00	0	0	\$0.00	\$0.00		
12	Bank Run Gravel for Trench Backfill	0	CY	\$8.00	0	0	\$0.00	\$0.00		
13	Side Sewer Television Inspection	330	LF	\$12.00	0	330	\$0.00	\$3,960.00	100%	
14	PVC Sanitary Sewer Pipe and Fittings 8-Inch Diameter, Including Bedding Material	417	LF	\$135.00	6	417	\$810.00	\$56,295.00	100%	
15	PVC Side Sewer Pipe and Fittings 4-Inch Diameter, Including Bedding Material	61	LF	\$100.00	0	61	\$0.00	\$6,100.00	100%	
16	HDPE Side Sewer Pipe and Fittings for Pipe Bursting, 4-Inch Diameter	269	LF	\$70.00	0	269	\$0.00	\$18,830.00	100%	
17	Abandon Existing Manhole	1	EA	\$1,000.00	0	1	\$0.00	\$1,000.00	100%	
18	Manhole 48-Inch Diameter, Type 1	1	EA	\$7,000.00	0	1	\$0.00	\$7,000.00	100%	
19	Outside Drop Manhole 48-Inch Diameter, Type 1	2	EA	\$9,500.00	0	2	\$0.00	\$19,000.00	100%	
20	Manhole Additional Height 48-Inch Diameter, Type 1	16	LF	\$250.00	3	16	\$750.00	\$4,000.00	100%	
21	Connection to Existing Manhole	2	EA	\$3,000.00	0	2	\$0.00	\$6,000.00	100%	
22	Side Sewer Connection	6	EA	\$2,000.00	0	6	\$0.00	\$12,000.00	100%	

FINAL PROGRESS ESTIMATE 3
JANUARY 15, 2019

CITY OF OMAK
 OKANOGAN COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 NOVEMBER 28, 2018 TO DECEMBER 6, 2018

PROJECT:
 IRONWOOD STREET AND KOALA AVENUE
 SANITARY SEWER IMPROVEMENTS
 G&O JOB NUMBER #18022

CONTRACTOR:
 POW CONTRACTING
 PO BOX 4772
 PASCO, WA 99302

BID ITEMS				QUANTITIES			PROJECT COSTS			PERCENT OF CONTRACT QUANTITY
NO.	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	TOTAL THIS PERIOD	TOTAL TO DATE	AMOUNT THIS PERIOD	AMOUNT TO DATE		
23	Sewer Cleanout	6	EA	\$850.00	0	6	\$0.00	\$5,100.00	100%	
24	Cement Concrete Sidewalk Repair	0	SY	\$200.00	0	0	\$0.00	\$0.00		
25	Cement Concrete Pavement Repair	0	SY	\$200.00	0	0	\$0.00	\$0.00		
26	Crushed Surfacing Top Course	35	TN	\$100.00	9	35	\$900.00	\$3,500.00	100%	
27	HMA for Pavement Repair Cl. 1/2" PG 64-28	813	SY	\$80.00	0	813	\$0.00	\$65,040.00	100%	
28	Site Restoration and Rehabilitation	1	LS	\$8,300.00	10.00%	100.00%	\$830.00	\$8,300.00	100%	
CHANGE ORDERS:										
CO1	Sales Tax Rate Change						\$0.00	\$0.00		
CO2	Reconciliation of Contract Quantities - see bid items above						\$0.00	\$0.00		

PROJECT COSTS	
AMOUNT THIS PERIOD	AMOUNT TO DATE
\$19,845.12	\$293,205.12
\$1,627.30	\$24,042.82
\$0.00	\$0.00
\$21,472.42	\$317,247.94
\$992.26	\$14,660.26
	\$302,587.68

TOTAL EARNED TO DATE LESS RETAINAGE

\$20,480.16

TOTAL PAYMENT NOW DUE:

FINAL PROGRESS ESTIMATE 3
JANUARY 15, 2019

CITY OF OMAK
 OKANOGAN COUNTY
 WASHINGTON

PROGRESS ESTIMATE PERIOD
 NOVEMBER 28, 2018 TO DECEMBER 6, 2018

PROJECT:
 IRONWOOD STREET AND KOALA AVENUE
 SANITARY SEWER IMPROVEMENTS
 G&O JOB NUMBER #18022

CONTRACTOR:
 POW CONTRACTING
 PO BOX 4772
 PASCO, WA 99302

ORIGINAL CONTRACT AMOUNT
 CONTRACT AMOUNT WITH CHANGE ORDERS
 CONTRACT PERCENTAGE TO DATE

\$305,260.00
 \$293,205.12
 100%

I HEREBY CERTIFY THE ABOVE ESTIMATE IS A
 TRUE AND CORRECT STATEMENT OF THE WORK
 PERFORMED UNDER THIS CONTRACT.

I HEREBY CERTIFY THAT THE WAGES HAVE BEEN PAID
 IN ACCORDANCE WITH RCW 39.12 PREVAILING WAGES.

GRAY & OSBORNE, INC.

POW CONTRACTING

DAVID G. ELLIS, P.E.

CONTRACTOR'S REPRESENTATIVE

SUMMARY AND DISTRIBUTION OF PAYMENTS

PAY EST NO.	PROGRESS ESTIMATE PERIOD DATES	TOTAL		SALES TAX AMOUNT	MATERIALS ON HAND	RETAINAGE (5%)	TOTAL PAYMENT
		EARNED PER PERIOD	SALES TAX RATE				
1	OCTOBER 15, 2018 TO OCTOBER 31, 2018	\$70,105.00	8.20%	\$5,748.61	\$0.00	\$3,505.25	\$72,348.36
2	NOVEMBER 1, 2018 TO NOVEMBER 27, 2018	\$203,255.00	8.20%	\$16,666.91	\$0.00	\$10,162.75	\$209,759.16
3	NOVEMBER 28, 2018 TO DECEMBER 6, 2018	\$19,845.12	8.20%	\$1,627.30	\$0.00	\$992.26	\$20,480.16
TOTAL:		\$293,205.12		\$24,042.82	\$0.00	\$14,660.26	\$302,587.68

Final Contract Voucher Certificate

Contractor Pipe of Washington dba POW Contracting			
Street Address 1105 E. Columbia Street			
City Pasco	State WA	Zip 99301	Date January 15, 2019
Project Number (Owner) 18022			
Job Description (Title) Ironwood Street and Koala Avenue Sanitary Sewer Improvements			
Date Work Physically Completed December 6, 2018		Final Amount \$317,247.94	

Contractor's Certification

I, The undersigned, having first been duly sworn, certify that I am authorized to sign for the claimant; that in connection with the work performed and to the best of my knowledge no loan, gratuity or gift in any form whatsoever has been extended to any employee of the City of Omak nor have I rented or purchased any equipment or materials from any employee of the City of Omak; I further certify that the attached final estimate is a true and correct statement showing all the monies due me from the City of Omak for work performed and material furnished under this Contract; that I have carefully examined said final estimate and understand the same; have paid all labor, material, and other costs for this project; and that I hereby release the City of Omak from any and all claims of whatsoever nature which I may have, arising out of the performance of said contract, which are not set forth in said estimate.

 X
Contractor Authorized Signature Required

Type Signature Name

Subscribed and sworn to before me this _____ day of _____ 20____

 X _____ Notary Public in and for the State of _____

Residing at

City of Omak Certification

I, certify the attached final estimate to be based upon actual measurements, and to be true and correct. Approved Date _____

 X _____
Project Engineer

 X _____
City of Omak

This Final Contract Voucher Certification is to be prepared by the Engineer and the original forwarded to the City of Omak for acceptance and payment.

Contractors Claims, if any, must be included and the Contractors Certification must be labeled indicating a claim attached.



Original
 Revised # _____

NOTICE OF COMPLETION OF PUBLIC WORKS CONTRACT

Date: 15-Jan-19 **Contractor's UBI Number:** 601837639

Name & Mailing Address of Public Agency
City of Omak 2 North Ash Street, P.O. Box 72 Omak, WA 98841 UBI Number: 24300002

Department Use Only
Assigned to: _____
Date Assigned: _____

Notice is hereby given relative to the completion of contract or project described below

Project Name Ironwood Street and Koala Avenue Sanitary Sewer Improv.	Contract Number	Job Order Contracting <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Description of Work Done/Include Jobsite Address(es) Furnish and install 430 feet of 8-inch PVC sanitary sewer pipe, 330 feet of 4-inch PVC and HDPE side sewer pipe, three manholes, six side sewer cleanouts, and surface restoration of all disturbed surfaces.		
Federally funded transportation project? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No (if yes, provide Contract Bond Statement below)		
Contractor's Name Pipe of Washington dba POW Contracting	E-mail Address aaron@powcontracting.com	Affidavit ID*
Contractor Address 1105 E. Columbia Street, Pasco, WA 99301	Telephone # 509-542-8507	
If Retainage is not withheld, please select one of the following and List Surety's Name & Bond Number.		
<input type="checkbox"/> Retainage Bond <input type="checkbox"/> Contract/Payment bond (valid for federally funded transportation projects)		
Name:		Bond Number:
Date Contract Awarded July 2, 2018	Date Work Commenced October 15, 2018	Date Work Completed November 27, 2018
Date Work Accepted		
Were Subcontractors used on this project? If so, please complete Addendum A. <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Affidavit ID* - No L&I release will be granted until all affidavits are listed.		

Contract Amount	\$ 305,260.00		
Additions (+)	\$ _____	Liquidated Damages \$	0.00
Reductions (-)	\$ 12,054.88	Amount Disbursed \$	302,587.68
Sub-Total	\$ 293,205.12	Amount Retained \$	14,660.26
Sales Tax Rate	8.200%		

(If various rates apply, please send a breakdown)

Sales Tax Amount	\$ 24,042.82		
TOTAL	\$ 317,247.94	TOTAL \$	317,247.94

NOTE: These two totals must be equal

Comments:

Note: The Disbursing Officer must submit this completed notice immediately after acceptance of the work done under this contract. NO PAYMENT SHALL BE MADE FROM RETAINED FUNDS until receipt of all release certificates.

Submitting Form: Please submit the completed form by email to all three agencies below.

Contact Name: Mr. Todd McDaniel
Email Address: tmcDaniel@omakcity.com

Title: City Administrator
Phone Number: 509-826-1170



MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Todd McDaniel
Administrator

Date: January 22, 2019

Subject: Resolution 09-2019 designating representatives to the WRIA 49
Planning unit

The attached Resolution No. 09-2019 Designating Representatives to the WRIA 49 Planning Unit For Okanogan Watershed Plan Amendment, is forwarded for your consideration.

RCW 90.94 requires the Department of Ecology to make rules to mitigate unpermitted exempt ground water withdrawals. Legislation has set up parameters and funding to promote local planning units to help in this effort.

The City, Okanogan County, and the Oroville Tonasket Irrigation District are identified in the RCW's as the Initiating Governments. Our role is to select the lead agency and indicate how the Planning unit will be staffed.

The Planning unit consists of 28 voting members and multiple advisory members. Okanogan County is expected to be Lead Agency. They will help with securing funding, contracting, financial services and general support. We are in the process of selecting a facilitator to run the meetings.

We will be looking at the 20 year build out within the WRIA and define projects that will improve or mitigate streamflow's that could be impacted from the increased water withdrawals that will accompany the build out.

Upon completion of the planning units work, I will bring the amendment back to the council for review, approval, and recommendation to move on to Department of Ecology. Hopefully, we will have this complete by the Fall of 2020.

I support this Resolution and Urge its Adoption.

RESOLUTION NO. 09-2019

A RESOLUTION DESIGNATING REPRESENTITIVES TO THE WRIA 49 PLANNING UNIT FOR OKANOGAN WATERSHED PLAN AMENDMENT

WHEREAS, RCW 90.94 initiates a planning unit to identify and mitigate potential impairments to streams flow associated with permit exempt ground water withdrawals; and

WHEREAS, the City of Omak is the largest city within Water Resource Inventory Area 49 (WRIA 49); and

WHEREAS, the initiating governments for this planning unit are identified as the County Commissioners, the largest city, and the water supply utility obtaining the largest quantity of water from the WRIA; and

WHEREAS, a representative of the City is needed to secure the planning unit and participate in the development of an amendment to the Okanogan Watershed Plan.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Omak, Washington, designating Mayor Cindy Gagné or Administrator Todd McDaniel to represent the City of Omak, as an Initiating Government member to the Okanogan Watershed Planning unit.

INTRODUCED AND PASSED by the City Council of the City of Omak this _____ day of _____, 2019.

APPROVED:

Cindy Gagné, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Thomas, City Clerk

Michael D. Howe, City Attorney

MEMORANDUM

To: Cindy Gagné, Mayor

From: Ken Mears, Public Works Director

Date: January 17, 2019

Subject: **Resolution No. 10-2019** Approving Amendment No.3 with G&O for Eastside Park Lift Station.

The Attached Resolution: **10-2019, A Resolution of the Omak City Council Approving Amendment No. 3 to the Professional Engineering Services Agreement with Gray & Osborne, Inc. for Eastside Park Lift Station**, is forwarded for your consideration.

Gray and Osborne, our Engineering Consultants has written up the Scope of Work that will be needed for the replacement of a failing Eastside Park Lift Station. The Lift Station last update to the pumping system was done in 1994. Making the current pumping system close to 25 years of age and the outer structure much older.

The Eastside Park Lift Station is funded in the 2019 Budgets Sewer Fund for an estimated cost of \$515,000.00.

I support this resolution.

RESOLUTION NO. 10-2019

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING AMENDMENT NO. 3
TO THE PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH GRAY &
OSBORNE, INC. FOR EASTSIDE PARK LIFT STATION**

WHEREAS, the City of Omak selected Gray & Osborne, Inc. to provide On-Call Engineering Services by approval of Resolution 24-2018; and

WHEREAS, it is necessary to secure professional engineer consulting services to assist in the additional work associated with City's need for Eastside Park Lift Station; and

WHEREAS, the scope of work and engineering cost for providing these services is \$80,000.00 as shown on the attached Exhibit "B".

NOW, THEREFORE BE IT RESOLVED by the Omak City Council, that **Amendment No. 3 to the Contract for Professional Engineering Services** between the City of Omak and Gray & Osborne, Inc. a copy of which is attached hereto as Exhibit "A" and "B" is hereby approved, and the Mayor is authorized to execute this document on behalf of the City.

PASSED AND APPROVED this _____ day of _____, 2019.

SIGNED:

Cindy Gagné, Mayor

ATTEST:

APPROVED AS TO FORM:

Connie Thomas, City Clerk

Michael D. Howe, City Attorney

**AMENDMENT NO. 3
TO
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES
G&O JOB NO. 20190.16**

THIS AMENDMENT, entered into this _____ day of _____ 2019, by and between the City of Omak, Washington, hereinafter referred to as the Agency, and Gray & Osborne, Inc., hereinafter referred to as the Engineer, hereby modifies the contract for engineering services dated (by Agency), April 2, 2018 for additional services related to the Agency's On-Call Engineering Services.

City of Omak – Eastside Park Lift Station

IN WITNESS WHEREOF, the parties hereto have executed, or cause to be executed by their duly authorized officials, this AMENDMENT to the Contract for Engineering Services in duplicate on the respective dates indicated below.

GRAY & OSBORNE, INC.

CITY OF OMAK

By: 
(Signature)

By: _____
(Signature)

Name: Michael B. Johnson, P.E., President
GRAY & OSBORNE, INC.

Name: _____
(Print)

Date: 1/15/19

Date: _____

"Equal Opportunity/Affirmative Action Employer"

EXHIBIT “A”

SCOPE OF WORK

CITY OF OMAK

PROFESSIONAL ENGINEERING SERVICES EASTSIDE PARK LIFT STATION

This Scope of Work presents the professional engineering services requested by the City of Omak for design and construction administration services for a new sewage lift station to replace the City’s existing Eastside Park Lift Station. It is our understanding that the project consists of the demolition and removal of the existing Smith & Loveless package lift station, wet well, and electrical and the construction of a new 300 gallon per minute duplex submersible pump lift station. It is our understanding that the project is funded in its entirety with City-budgeted funds.

More specifically, the work will include:

DESIGN ENGINEERING SERVICES

Design engineering services will include:

Project Management – This task will include the following:

- Incorporate overall project management as well as in-house quality assurance and quality control (QA/QC) reviews of all documents in order to address relevant issues that may affect the project.

Design Survey – The objective is to establish vertical and horizontal control necessary for construction of the proposed improvements that includes identifying existing utilities, structures and other related work. We will team with BDK Engineering, LLC, to accomplish design survey work. This task will include the following:

- Establish vertical and horizontal control for survey and mapping.
- Field survey existing utilities and structures within the project area, including measure downs in existing lift station to determine invert elevations of inlet and discharge piping.

Predesign Memorandum – The objective is to generate a Predesign Memorandum that will develop design criteria and details that will be used to design the lift station. This task will include the following:

- Analyze current and projected wastewater flows from current City planning documents for the sewage drainage basin serving the project area to establish current and projected average annual and peak hour wastewater flows.

- Determine lift station wet well design requirements to accommodate current and future wastewater flows utilizing the existing force main.
- Identify submersible pump requirements to accommodate current and future wastewater flows utilizing existing force main.

The Engineer will provide copies of the completed Predesign Memorandum to the City for review.

Preliminary Design – The objective is to develop preliminary design concepts and construction drawings at preliminary design phase (35%). Design plans and specifications will be prepared in City-approved format. This task will include the following:

- Prepare preliminary plans at a scale of 1"=20'. These plans will incorporate City design standards, as applicable.
- Incorporate available utility record drawing information, plat map (property line) and rights-of-way information.
- Prepare preliminary specifications, to include proposal, contract, and bonding requirements.
- Review and refine the planning level construction cost estimate.
- Perform a quality assurance and quality control (QA/QC) review of all documents in order to address those relevant issues that may affect the project.
- Review plans, specifications, and construction cost estimate with the City.

Final Design Contract Documents – The objective is to develop final Contract Documents and cost estimate in City-approved format. This task will include the following:

- Prepare and submit to the City the Contract Documents, to include final plans, specifications, proposal and bonding requirements, and construction cost estimate.
- Conduct an on-site project review with the City.
- Perform a QA/QC review of all documents in order to address those relevant issues that may affect the project.

Bid and Award Services – The objective is to assist the City in advertisement, bid and award of the project. This task will include the following:

- Provide the City with the Call for Bids for the advertisement for bids (City will pay all publishing costs) and the Contract Documents and construction cost estimate (in both hard copy and electronic formats).
- Provide access to Contract Documents to local plan centers, licensed contractors and material suppliers free-of-charge via Gray & Osborne Bid Document Distribution System website at <http://gobids.grayandosborne.com>.

- Answer questions from potential bidders and issue any addenda, as needed.
- Attend the bid opening, review the bids, check bidder references, prepare the bid summary, and recommend award of the construction contract.

Deliverables

Three hard copies of the Predesign Memorandum will be provided to the City upon completion. Two draft hard copies of the plans, specifications and construction cost estimate will be provided to the City for review at the 35 percent and 90 percent completion stages. Two copies of the final Contract Documents and cost estimate (in both hard copy and electronic formats), will be provided to the City.

SCHEDULE

The services described herein for Design Engineering Services will be completed as follows:

Notice to Proceed issued by City:	January 21 ²² , 2019
Predesign Memorandum complete:	February 11, 2019
35 Percent QA/QC review:	February 18, 2019
Receipt of QA/QC review comments (provided by City):	March 1, 2019
90 Percent QA/QC review:	April 1, 2019
Receipt of QA/QC review comments (provided by City):	April 15, 2019
Contract Documents complete:	April 26, 2019
Advertisement for construction contract:	May 1 & 8, 2019
Construction contract bid opening:	May 15, 2019
Award of construction contract:	May 20, 2019

CONSTRUCTION ADMINISTRATION SERVICES

Construction administration services will include:

Project Management – The objective is to act as liaison with the Contractor through the course of construction of the project. This task includes the following:

- The City's instructions to the Contractor will be issued through the Engineer who will have authority to act on behalf of the City to the extent provided in the Contract Documents.
- Coordinate, review project costs, and provide cost information and supporting cost documentation to the City Clerk to aid in any audits.
- Assist the City in community relations to include responding to questions and concerns of the public regarding the proposed project construction.

Preconstruction Conference – The objective is to coordinate and conduct a preconstruction conference for the project to establish administrative procedures and project schedule. This task includes the following:

- Coordinate and conduct preconstruction conference.
- Prepare and distribute preconstruction meeting minutes to all meeting attendees.

Construction Staking – The objective is to provide construction staking in accordance with the Contract Documents. We will team with BDK Engineering, LLC, to accomplish the construction staking work. This task includes the following:

- Establish intermediate elevation benchmarks and/or control points, as needed, to check work at the project site.
- Provide two offset stakes for each structure to be constructed.

Construction Contract Administration – The objective is to provide contract administration support services during construction of the project. This task includes the following:

- Coordinate and conduct on-site construction meetings as may be required by on-site construction activities with the Contractor and the City. Prepare and distribute meeting minutes to all attendees.
- Review the Contractor's monthly progress payment requests and prepare monthly progress estimates based on the Resident's Inspector's judgement of the value of work completed during the pay period.
- Represent the City's interest in negotiation of change orders with the Contractor. Prepare change orders for execution by the Contractor subject to approval and authorization of the City.
- Provide notices of substantial and physical completion and recommend final acceptance of the project. Obtain bonds, warranties, and record drawings from the Contractor. Prepare the "Notice of Completion of Public Works Contract" form and assist the City with release of the retained percentage or retainage bond.

Office Engineering – The objective is to provide engineering support services for the project during construction. This task includes the following:

- Review shop drawings and submittals for compliance with the design intent and general conformity to the Contract Documents.
- Review proposals from the Contractor to substitute an "or equal" product for a specified product based on design intent and general conformity to the Contract Documents.
- Respond to the Contractor's requests for information (RFIs), questions, and provide interpretation of the Contract Documents that address and clarify design intent. Maintain records of telephone meetings concerning design intent.

- Witness control panel testing under design operating conditions at fabrication shop.
- Estimate the added or reduced cost of changes during the course of construction to be used in negotiation of change orders. Evaluate the impact of change orders on the construction schedule and recommend eligible time extensions.
- Issue weekly reports to the City and Contractor with respect to construction time consumed on the project.
- Prepare record drawings from field observations and information provided by the Contractor.
- Electrical engineer construction site visit for startup, testing and commissioning.

Resident Construction Inspection – The objective is to provide part-time resident construction inspection for the project to monitor conformance of the Contractor’s work with the Contract Documents. This task includes the following:

- Provide part-time resident construction inspection to monitor conformance of the Contractor’s work with the Contract Documents. It is anticipated that the part-time resident inspection will be coordinated with the Contractor’s scheduled construction activities associated with excavation for and installation of the lift station wet well.
- Prepare and maintain daily logs, list of construction deficiencies or other construction issues, job site photos, quantity measurements, and correspondence for the days on which part-time resident inspection occurs.
- This scope of work is based on providing part-time inspection services during excavation for and installation of the lift station wet well for a total of 5 consecutive working days (40 hours). An amendment to this agreement shall be executed to reimburse the Engineer for inspection time required beyond this limit, should the allowable inspection time be exceeded.

BUDGET

The maximum amount payable to the Engineer for completion of all work, including contingencies, salaries, overhead, direct non-salary costs and net fee shall be as shown in the attached Exhibit “B.” This amount shall not be exceeded without prior written authorization of the City.

EXHIBIT "B"

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

City of Omak - Easyside Park Lift Station

Tasks	Principal Hours	Project Manager Hours	Project Engineer Hours	Electrical Eng. Hours	Field Inspector Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours
Design Engineering Services						
Project management		8				
Predesign memorandum			16	4		2
Prepare plans and specifications			40	96		130
Plan review with City (35%/90%)		4				
QA/QC reviews	8	8	8	8		4
Final plans, specifications and estimate			16	8		4
Bid and award services		8	16	8		
Construction Administration Services						
Project management	2	4				
Preconstruction conference		4				
Submittal review			8	12		
Response to RFIs and design clarifications			2	4		
Shop panel verification testing				8		
Construction meetings and site visits		16				
Change orders	2	2		2		
Progress estimates		2	8			
Resident inspection					40	
Startup, testing and commissioning				16		
Record drawings						4
Project closeout		8				
Hour Estimate:	12	64	114	166	40	144
Fully Burdened Billing Rate Range:*	\$129 to \$190	\$119 to \$190	\$113 to \$145	\$113 to \$190	\$81 to \$142	\$48 to \$126
Estimated Fully Burdened Billing Rate:*	\$150	\$140	\$135	\$160	\$110	\$125
Fully Burdened Labor Cost:	\$1,800	\$8,960	\$15,390	\$26,560	\$4,400	\$18,000

Total Fully Burdened Labor Cost: \$ 75,110

Direct Non-Salary Cost:

Mileage & Expenses (Mileage @ current IRS rate) \$ 2,426

Subconsultant:

BDK Engineering, LLC \$ 2,240

Subconsultant Overhead (10%) \$ 224

TOTAL ESTIMATED COST: \$ 80,000

* 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.