



AGENDA
OMAK CITY COUNCIL MEETING
Hybrid Meeting with Zoom
Tuesday, September 7, 2021 – 7:00 PM

A. CALL TO ORDER

B. CITIZEN COMMENTS


C. CORRESPONDENCE AND MAYOR'S REPORT

1. Proclamation – Childhood Cancer Awareness Month

D. CONSENT AGENDA:

1. Approval of minutes from August 16, 2021
2. Approval of Claims & August 2021 Payroll

E. NEW BUSINESS:

1. Park Request – Okanogan Behavioral Health - Recovery Month Music in the Park Event 
2. Res. 42-2021 – Approved Purchase of Playground Equipment 
3. Res. 43-2021 – Approve Amendment No. 2 with G&O for Pool Facility Assessment 
4. Res. 44-2021 – Approve Amendment No. 3 with G&O for Julia Maley Park Well Pilot Study 
5. Gary Headlee – Traffic Flow on Grape/Ironwood

F. OTHER BUSINESS:

1. Council Committee Reports
2. Staff Reports

 **Action by City Council**

In accordance with the "Stay Home, Stay Healthy" order from Governor Inslee, our Council Meeting will be conducted using Zoom Meetings (information on next page).

If you need support, contact the City Clerk in advance of the meeting by calling 509-826-1170 or e-mail clerk@omakcity.com for assistance.

**The City of Omak is inviting you to a scheduled Zoom meeting
September 7th, 2021 @ 7:00pm**

Join Zoom Meeting

<https://us02web.zoom.us/j/88457370553?pwd=ZFO3cHRQTHFleS84NlRTM2V4ZotSUTo9>

Meeting ID: 884 5737 0553

Passcode: 742051

One tap mobile

+12532158782,,88457370553#,,,,*742051# US (Tacoma)

+16699006833,,88457370553#,,,,*742051# US (San Jose)

Dial by your location

+1 253 215 8782 US (Tacoma)

+1 669 900 6833 US (San Jose)

+1 346 248 7799 US (Houston)

+1 929 205 6099 US (New York)

+1 301 715 8592 US (Washington DC)

+1 312 626 6799 US (Chicago)

Meeting ID: 884 5737 0553

Passcode: 742051

Find your local number: <https://us02web.zoom.us/j/88457370553?pwd=ZFO3cHRQTHFleS84NlRTM2V4ZotSUTo9>



PROCLAMATION

WHEREAS, pediatric cancer is the leading cause of death by disease in children; and

WHEREAS, 1-in-285 children in the United States will be diagnosed by their 20th birthday; and

WHEREAS, 80 percent of childhood cancer cases are diagnosed only after the disease has metastasized and spread to other parts of the body; and

WHEREAS, two-thirds of childhood cancer patients will have long-lasting chronic conditions as a result of the treatment they go through; and

WHEREAS, there has been a twenty-four percent increase in pediatric cancer cases over the last forty years, equal to forty-three children per day or 15,780 children a year diagnosed with cancer in the United States; and

WHEREAS, the National Cancer Institute recognized the unique research needs of childhood cancer and increased funding to conduct this research; and

WHEREAS, researchers and healthcare professionals work diligently to dedicate their expertise to treat and cure children with cancer; and

WHEREAS, too many children are affected by this deadly disease and more must be done to raise awareness and find a cure for all childhood cancers;

NOW THEREFORE, I, Cindy Gagné, Mayor of the City of Omak, do hereby declare September 2020 to be

“Childhood Cancer Awareness Month”

In Omak, Washington, and I encourage all people in our city to join me in this special observance.



SIGNED this 3rd day of August 2020

Cindy Gagné, Mayor

Connie Thomas

From: Cindy Gagne
Sent: Wednesday, June 2, 2021 8:49 AM
To: Connie Thomas
Subject: Fw: Childhood Cancer Awareness Month Proclamation Request - September 2021
Attachments: 6.2.2016 O & L.jpg; 20210408182109_IMG_0093.JPG; Proclamation Language.docx; Marysville.pdf; WA Governor.pdf

Connie, we're way ahead of schedule with this request.

Can you put together the Proclamation so it can be entered at the first meeting in September?

Thank you!

Cindy

From: Jessica Beckstrand <jebeckstrand@gmail.com>
Sent: Wednesday, June 2, 2021 8:07 AM
Subject: Childhood Cancer Awareness Month Proclamation Request - September 2021

[External Email]

Good Morning!

It is that time of year again that I reach out to you requesting that you and your city declare September 2021 to be Childhood Cancer Awareness month.

I started this request in 2018, a year after my daughter Layla was finished with her own treatment for childhood cancer. I'm happy to say that she is still healthy (slight hearing loss from chemo) and well and just turned 7 in March! She loves her 10 year old brother, Owen, unicorns, beaches and exploring the wilderness.

There are 283 Mayors in WA state and I've reached out to EVERY SINGLE ONE of you! I will not hear back from all of you, so I ask that you reach out to your neighbor mayors and ask that they do this proclamation also. It is so important to bring awareness to childhood cancer.

Our kids need this recognition, the parents need the support. Childhood cancer does not stop when treatment stops. I'm constantly reminded when Layla jumps into her swimsuit and I see a 13 inch scar on her belly from her resection or when she says "I didn't hear you" because of her hearing loss. I'm reminded by the yearly email's I get from Fred Hutch asking how she's doing and the yearly checkups to her oncologist and at least 3 other specialists. Basically, there is no compartmentalizing this diagnosis whether that be a survivor child, like Layla or our personal friends children who have passed like Macklen (Bellingham), Hunter (Black Diamond), Ellie (Spanaway) or most recently (2 weeks ago) the family we shared our Make A Wish trip with - Marisella (Everett).

Thank you for getting through this whole email.

Attached you'll find the proclamation language you can use and two examples of the proclamations I received back last year.

Please email me a PDF of the signed proclamation or you can mail it to me (my address will be listed below).

You can see all of our progress on Layla's Facebook group - Luvs For Layla

Again, I appreciate your support through these years of proclamations! We are making progress toward a cure for childhood cancer!

Sincerely,
Jessica Beckstrand
801.200.2288
13299 Packard Dr
Woodbridge, VA 22193

P.S. If you would like to help our childhood cancer community - please go donate blood at your nearest donation center!
It is at critical levels right now! Thank you so much!

City of Omak
PARK RESERVATION FORM

PO Box 72*Omak, WA 98841
Phone 509-826-1170 Fax 509-826-6531

All City Parks Closed During Hours of Darkness
After Hours use by City Council Approval Only

- Horseshoe Picnic Area Triangle Park Civic League Park/Bandshell
 Soccer Field Tennis Courts Fitness Trail
 Dance Pavilion Other _____
 Baseball/Softball Field _____

Date(s) Requested: September 25, 2021 Circle Day of the Week: M T W TH F **SA** SU

Time(s) Request: Beginning: 6:00 (a.m. **p.m.**) Ending: 10:00 (a.m. **p.m.**)

Event Name: Recovery Month Music in the Park

Customer or Organization Name: Okanogan Behavioral HealthCare, Inc.

Mailing Address: 1007 Koala Dr.

City: Omak State: WA Zip Code: 98841

Cell Phone: 509-861-8182 Day Phone: 509-826-8580

Email: cbranch@okbhc.org

- Include Special Requests:
- 1) We would like to have access to the restroom facilities at the park.
 - 2) We would like to use the bandshell and have access to the power outlets.
 - 3) We would like permission to have a fundraising bake sale in the park during the event.
 - 4) We would like to request permission for 2 independent food/snack truck vendors to park on the west side of Ash Street adjacent to the park to sell food/snacks/drinks.

Approximate Number Attending: 200

Will user be selling any items? Yes **X** No ___ If yes, what is being sold? **Please see request above for permission to have a bake sale fundraiser, and for 2 independent food/snack trucks to park on the street adjacent to the park to sell food/beverages/snacks.**

Approval from City Council and a Peddlers Permit may be required

Will there be amplified sound at your event: Yes **X** No ___

Please note: The City of Omak does enforce a noise ordinance. If you have any questions, please contact the Omak Police Department at 509-826-0383

(initial) I certify that I understand a bouncy house of any kind are not allowed without prior application approval.

HOLD HARMLESS AGREEMENT
FOR THE USE OF CITY OF OMAK FACILITIES AND/OR PROPERTY

The applicant or user agrees to indemnify and hold harmless the City of Omak, its appointed and elected officials and employees while acting within the scope of their duties as such, from and against all claims,

demands, loss, liability of any kind and character, including costs of defense, arising out of or in any way connected with the applicant or user's use of the facilities or property specified in this agreement.

Dated this 17th day of August 2021.

David McClay
Printed Name of Applicant

David McClay
Signature of Applicant

For Office Use Only

STAFF COMMENTS

City Administrator _____

Public Works Director _____

City Clerk _____

Police Chief _____

Fire Chief _____

Assistant Public Works Director _____

Sunrise Disposal _____

Approval without circulation _____

Liability Insurance _____

Sanitation Services _____

Key for Bandshell _____

Arrangements for preparation and clean-up _____

Confirmation sent _____

Reservation sign _____

Google Calendar _____

MEMORANDUM

To: Omak City Council
Cindy Gagné, Mayor

From: Ken Mears, Public Works Director

Date: September 7th, 2021

Subject: **Resolution No. 42-2021** Approving the Purchase of Playground Equipment.

The attached **Resolution 42-2021, A Resolution of the Omak City Council Approving Purchase of Playground Equipment for Julia Maley Park**, is forwarded for your consideration.

The playground equipment was removed to make room for the domestic water well at Julia Maley Park. The equipment was old and did not meet the current play equipment standards.

We receive three quotes and have reviewed them for accuracy and correctness. The lowest quote is Willy Goat Toys & Playgrounds LLC., which includes an estimated shipping cost and applied sales tax.

This Purchase quote total is \$10,242.73 and covered in the 2021 Budget.

I support this Resolution and recommend its approval.

RESOLUTION NO. 42-2021

A Resolution of the Omak City Council Approving, Purchase of Playground Equipment for Julia Maley Park

WHEREAS, the playground equipment had to be removed at Julia Maley park for the well development; and

WHEREAS, this purchase exceeds five thousand dollars, requiring Omak City Council Approval for purchase; and

WHEREAS, the three quotes received for the needed equipment are attached; and

WHEREAS, Willy Goat Toys & Playgrounds LLC provided the lowest priced quote for the identified equipment.

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Omak, do hereby approve the purchase of the Playground Equipment from Willy Goat LLC as attached in Exhibit "A", in the amount of \$10,242.73.

PASSED AND APPROVED this _____ day of _____, 2021.

SIGNED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

Public Works Crew

From: WillyGoat Toys & Playgrounds <fun@willygoat.com>
Sent: Monday, August 9, 2021 1:37 PM
To: Public Works Crew
Subject: WillyGoat Equipment Quote #D3580

[External Email]



QUOTE #D3580

WillyGoat Quote

Hi Matt,

Thanks for your interest in WillyGoat playground equipment. You can check out more information about play systems here: [Commercial Playgrounds & Playsets](#). Please see below for your quote and don't hesitate to contact us if you have any further questions!

Thanks and have a great week!

Ced

Here is your quote. You can pay via credit card below, but it will be subject to a 3.5% credit card fee or void the discount we can offer. To keep the pricing below and be invoiced to pay via wire or check, please give us a call or reply to this email at fun@willygoat.com

Quote summary

Customer information

Shipping address

Matt
WA 98841
United States

Shipping method

Freight Shipping
\$2,921.00

Store information

Store address

WillyGoat LLC
PO Box 59278
Birmingham, AL 35259

Store info

Email: fun@willygoat.com
Phone: 888.920.4628
Fax: 202-354-4890

If you have any questions about your quote, reply to this email or contact us at fun@willygoat.com

All quotations expire after 30 days. Discounts are void after the good thru date has passed. This transaction may be subject to use taxes. The purchaser is responsible for complying with their state and local use tax requirements and may provide proof of tax exemption.

Unless otherwise agreed upon, payment must be paid in full upon ordering. Orders paid for by credit card will be charged the lesser of the stated discount or a 3.5% processing fee. WillyGoat accepts purchase orders from some schools and government organizations. Orders destined outside the continental United States must be prepaid via bank wire. Payment address for purchase orders is WillyGoat LLC, PO Box 59278, Birmingham, AL 35259.

By ordering you accept terms and conditions of WillyGoat, LLC policy located <https://willygoat.com/policies>. We suggest you thoroughly review the Terms of Service as well as our Shipping and Return Policies before placing an order. Please contact us with any questions you may have!

Order must be confirmed either on the phone with WillyGoat customer service at 888.920.4628, via email by replying to this email, or by purchase order to fun@willygoat.com.

Installation is not included unless specifically noted above in the quote.

For orders where installation is specifically noted, please read the following:

Site for installation should be a level grassy surface and allow for unrestricted access of trucks and machinery. Site should have water and electrical access as well as trash facilities for box, bag, and excess waste. Customer understands it is their responsibility to obtain and pay for any permits or government regulations. Further, it is the customer's obligation to understand and immediately notify WillyGoat and the installer of any rules and regulations, government or otherwise, and will be responsible for any labor, time or cost delay due to such compliance and delays. Customer shall be responsible for unknown conditions such as buried utilities, tree stumps, rock, concrete-like substance, or any concealed materials or conditions that may result in additional labor or materials cost. Customer must do an inventory and is responsible for unloading of the equipment at delivery. The equipment must be placed within close proximity of the installation site. Any missing parts not noted and ordered with WillyGoat before installer arrives will be the responsibility of the customer. Customer will be billed hourly or per job for any additional costs by the installer. Customer acknowledges that by signing off on the installation, any additional services or requests will incur additional fees that are their responsibility in full. Additionally, if such a request is submitted, all prior balances must be paid in full before the service is handled. All disputes arising out of payment for services will be handled in the jurisdiction of Jefferson County, Alabama.

For orders in excess of \$5,000 or that require installation, please print and email this signed quote to fun@willygoat.com.



Cantilever Swing Set × 1

2 Belt Swings 1 Bucket Swing / Pacific Blue
PSW110WS PB

\$1,360.00



Tortugas WillyGoat Playground Climber × 1

4567 VALUE

\$5,287.57

Discount  GOOD THROUGH 09/15/21 **-\$119.57**

Subtotal **\$6,528.00**

Shipping **\$2,921.00**

WA STATE TAX **\$614.19**

WA SPECIAL TAX **\$179.54**

Total **\$10,242.73 USD**

You saved \$119.57

Complete your purchase

or Visit our store

LEFT COAST RECREATION

PO BOX 635
FOX ISLAND, WA 98333
253-313-4234
LEFTCOASTRECREATION@GMAIL
.COM
leftcoastrec.com



Estimate

ADDRESS

CITY OF OMAK
OMAK, WA 98841
KEN MEARS 509-826-
1170

ESTIMATE # 1051

DATE 08/19/2021

EXPIRATION 09/15/2021

DATE

DESCRIPTION	QTY	PRICE	AMOUNT
PATRIOTS POINT- PRIMARY COLOR- IGM	1	5,425.00	5,425.00T
1 BAY 1 CANTILEVER SINGLE POST SWINGBEAM- PACIFIC BLUE POST	1	1,900.00	1,900.00T
FREIGHT TO CUSTOMER SITE	1	2,350.00	2,350.00

LEAD TIME 8-10 WEEKS
CUSTOMER TO SELF INSTALL

SUBTOTAL 9,675.00
TAX 615.30
TOTAL **\$10,290.30**

Accepted By

Accepted Date

Quote

Summit Supply Corporation of Colorado
 5092 County Road 302
 Durango CO 81303
 Phone (970) 247-8858 Fax (970) 247-1371

Date	Quote #
8/11/2021	J1125371

Name / Address	Ship To
City of Omak Accounts Payable PO Box 72 Omak WA 98841 email invoices	City of Omak Attn: Matt Thompson 220 Columbia St. Omak, WA 98841 509-846-4097

REP		Terms		
Jenn		Net 30		
Qty	Item	Description	Cost	Total
1	911-251 Shipping	5 Play play structure Shipping	6,198.95 2,998.31	6,198.95 2,998.31
Total				\$9,197.26

Our firm is financially able to meet any commitments we have made and we understand that we are to pay your invoices according to your terms of net 30 days from date of invoice. In addition to invoice amounts, Buyer agrees to pay to the Seller interest on account past due at a rate of 1.5% per month or the maximum allowable interest rate applicable, whichever is lower, all collections cost including attorney's fees, and any other costs involved in the collection of any accounts past due

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED IN 30 DAYS

Date: _____ Signed by: _____ Title: _____
 Please print name: _____

Quote

Summit Supply Corporation of Colorado
5092 County Road 302
Durango CO 81303
Phone (970) 247-8858 Fax (970) 247-1371

Date	Quote #
8/10/2021	J1125366

Name / Address	Ship To
City of Omak Accounts Payable PO Box 72 Omak WA 98841 email invoices	City of Omak Attn: Matt Thompson 220 Columbia St. Omak, WA 98841 509-846-4097

REP		Terms		
Jenn		Net 30		
Qty	Item	Description	Cost	Total
1	581-353	3 seat T swing set	1,349.95	1,349.95
2	582-955	Cut proof belt seat black	48.95	97.90
1	582-964	360 infant swing seat	148.95	148.95
	Shipping	Shipping	1,498.95	1,498.95
			0.00	0.00
<p>ORDER SUBJECT TO TAX IF WE DO NOT RECIEVE AN EXEMPT TAX CERT</p> <p>QUOTE GOOD FOR 7 DAYS</p> <p>https://www.summitsupplycolo.com/catalogsearch/result/?q=581-353</p>				
Total				\$3,095.75

Our firm is financially able to meet any commitments we have made and we understand that we are to pay your invoices according to your terms of net 30 days from date of invoice. In addition to invoice amounts, Buyer agrees to pay to the Seller interest on account past due at a rate of 1.5% per month or the maximum allowable interest rate applicable, whichever is lower, all collections cost including attorney's fees, and any other costs involved in the collection of any accounts past due

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED IN 30 DAYS

Date: _____ Signed by: _____ Title: _____
 Please print name: _____

MEMORANDUM

To: Cindy Gagné, Mayor

From: Ken Mears, Public Works Director

Date: September 7th, 2021

Subject: **Resolution No. 43-2021** Approving Amendment No.2 with G&O for Engineering Services of Pool Facility Assessment.

The Attached Resolution: **43-2021, A Resolution of the Omak City Council Approving Amendment No. 2 to the Professional Engineering Services Agreement with Gray & Osborne, Inc. for Pool Facility Assessment,** is forwarded for your consideration.

The Cities Engineering Consultant has written up the Scope of Work for Pool Facility Assessment and, as are explained in detail in Exhibit A & B. The project will include management, On Site Assessment, Hazardous Material Testing, and the final report.

The end goal is to determine if the Omak Municipal Pool is safe, eligible for a rebuild or determined to need demolition and reconstruction.

I support this resolution.

RESOLUTION NO. 43-2021

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING AMENDMENT NO. 2
TO THE PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH GRAY &
OSBORNE, INC. FOR POOL FACILITY ASSESSMENT**

WHEREAS, the City of Omak extended the contract with Gray & Osborne, Inc. to provide On-Call Engineering Services by the approval of Resolution 05-2021; and

WHEREAS, it is necessary to secure professional engineer consulting services for the Pool Facility Assessment; and

WHEREAS, the scope of work and engineering cost for providing these services is estimated not to exceed a budget of \$41,000 as shown on the attached Exhibit B.

NOW, THEREFORE BE IT RESOLVED by the Omak City Council, that **Amendment No. 2 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. The Mayor is authorized to execute this document on behalf of the City.

PASSED AND APPROVED this ____ day of _____, 2021.

SIGNED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

**AMENDMENT NO. 2
TO
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES**

THIS AMENDMENT, 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) February 1, 2021, for additional services related to the On-Call Engineering Services.

City of Omak – Pool Facility Assessment

See the attached Exhibit A and Exhibit B for the scope and fees. For a not-to-exceed budget of \$41,000 as shown on the attached Exhibit B.

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: 8/6/21

Date: _____

"Equal Opportunity/Affirmative Action Employer"

EXHIBIT A

SCOPE OF SERVICES

CITY OF OMAK POOL FACILITY ASSESSMENT

INTRODUCTION

The City of Omak (City) would like a comprehensive assessment performed for the City's pool facility located at 200 Omak Avenue East. The facility is comprised of an L-shaped pool with approximately 280,000 gallons of capacity and an adjacent building that houses the locker rooms and mechanical/electrical systems. We understand the most recent major improvements to the facility were installed in 1980.

It is our understanding that the City has the following main concerns regarding the facility:

- General building condition
- Structural integrity of pool
- Electrical systems condition/upgrade
- Pool mechanical systems condition/upgrade
- HVAC upgrade (currently no heating/cooling system)
- Solar water heating system condition/upgrade
- Presence of hazardous material (asbestos, lead)

This scope of work includes preparing a condition assessment report to identify all observations gathered during a site survey, to outline recommended improvements and to estimate costs for the improvements.

The engineering and related services are further described below.

Task 1 – Project Management

- A. Provide overall project management of consultant resources, provide subconsultant management, monitor and manage budget, manage and oversee the schedule of deliverables, manage quality assurance/quality control (QA/QC) program, and provide client contact.

Deliverables

- Monthly reports identifying major work items completed during invoice period and identification of any impacts to the schedule of deliverables, scope, and/or budget.
- Monthly invoices.

- Original and/or courtesy copies of electronic mail, letters, photographs, subconsultant contracts, etc., applicable to the development of the project.

Task 2 – On Site Assessment

- A. Gray & Osborne will perform a site visit to conduct an overall assessment of the structural, architectural, mechanical, and electrical components of the facility, including a detailed assessment of the pool facilities by Gray & Osborne's subconsultant Water Technology Inc.
- B. Review appropriate record drawings and other documents for the facility.

Assumptions

- One site visit is assumed by three staff to document the existing condition of the facility.
- All inspections will be non-destructive – the building will be inspected as-is and no finishes will be removed during the inspection. The exception to this is for small samples that are to be collected for asbestos testing; however, these samples are to be collected by a third-party testing firm.
- It is assumed that the City will provide ladders and equipment as required to access the spaces to be viewed during the site visit.
- City will provide relevant record drawings and other documents.

Task 3 – Third-Party Hazardous Material Testing Coordination

- A. Gray & Osborne will coordinate with a regional testing lab for sample collection and preparation of hazardous materials survey report.
- B. Inspection and testing will be limited to visible building materials and finishes.
- C. Testing of suspect asbestos containing material will be conducted by a NVLAP accredited laboratory.
- D. In-place screening of suspect lead containing paint will be done by handheld x-ray fluorescence analyzer.
- E. Hazardous material survey report will be provided containing sample descriptions, analytical results, total quantity estimates, abatement recommendations, and a WAC 296-62-07721 Statement of Compliance form.

Assumptions

- It is assumed the City will pay the invoice costs directly for the hazardous material survey. Note, Gray & Osborne will assist with coordinating and scheduling the testing firm.

Deliverables

- Two hard copies (8-1/2" x 11") of the Hazardous Materials Survey Report.
- PDF electronic copy of the Hazardous Materials Survey Report.

Task 4 – Preparation of Assessment Report

- A. Gray & Osborne will prepare an assessment report for the facility. The report will include the following:
- Provide descriptions of the observations and deficiencies found during the inspection.
 - Develop recommendations to address all deficiencies.
 - Develop preliminary construction cost estimates for recommended repairs and upgrades. The following project options will be included:
 - Repair and upgrade the existing facility.
 - Demolish the existing facility and build new in the same location.
 - Demolish or abandon the existing facility and build new indoor facility in a separate location.
- B. Include photographic plates as a report appendix.
- C. Include the Hazardous Materials Survey Report as a report appendix.
- D. Meet with City staff to review a draft report and develop revisions necessary to address any concerns or comments.

Assumptions

- Deficiencies will be noted based on the requirements of building standards including OSHA, WAC, the current edition of the International Building Code (IBC), the current edition of the National Electrical Code (NEC), and building codes and standards related to pool construction.

Deliverables

- Two hard copies (8-1/2" x 11") and a PDF electronic copy of the draft Condition Assessment Report.

- Two hard copies (8-1/2" x 11") and a PDF electronic copy of the final Condition Assessment Report.

Task 5 – Quality Assurance/Quality Control

- A. Oversee in-house, quality assurance/quality control (QA/QC) meetings at G&O’s office during the course of the project. The meetings will include senior project staff, selected project team members, and City staff (as required and/or desired).
- B. Ensure incorporation of relevant recommendations and suggestions into the report documents resulting from QA/QC reviews.

SCHEDULE

We anticipate the following schedule for completion of the Condition Assessment Report:

Authorization to Proceed	September 13, 2021
Conduct Site Visit by	September 30, 2021
Submit Draft Report.....	October 29, 2021
Receipt of City Comments	November 12, 2021
Submit Final Report.....	December 3, 2021

EXHIBIT B

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

City of Omak - Pool Facility Assessment

Tasks	Principal Hours	Project Manager Hours	Architectural Engineer Hours	Civil Eng. Hours	Structural Eng. Hours	Mechanical Engineer Hours	Electrical Eng. Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours
1 Project Management		12						
2 On Site Assessment			16		16	16		
3 Hazardous Material Testing		4						
4 Assessment Report			18	18	18	18	18	8
5 QA/QC	4	4	4		4			
Hour Estimate:	4	20	38	18	38	34	18	8
Estimated Fully Burdened Billing Rate:*	\$180	\$170	\$170	\$140	\$170	\$150	\$180	\$105
Fully Burdened Labor Cost:	\$720	\$3,400	\$6,460	\$2,520	\$6,460	\$5,100	\$3,240	\$840

Total Fully Burdened Labor Cost: \$ 28,740
 Direct Non-Salary Cost: \$ 600
 Mileage & Expenses (Mileage @ current IRS rate)
 Subconsultant:
 Water Technology, Inc. \$ 10,600
 Subconsultant Overhead (10%) \$ 1,060
TOTAL ESTIMATED COST: \$ 41,000

* 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.

MEMORANDUM

To: Cindy Gagné, Mayor

From: Ken Mears, Public Works Director

Date: September 7th, 2021

Subject: **Resolution No. 44-2021** Approving Amendment No.3 with G&O for Engineering Services of Julia Maley Park Well Pilot Study.

The Attached Resolution: **44-2021, A Resolution of the Omak City Council Approving Amendment No. 3 to the Professional Engineering Services Agreement with Gray & Osborne, Inc. for Julia Maley Park Well Pilot Study and Cultural/History Review**, is forwarded for your consideration.

The Cities Engineering Consultant has written up the Scope of Work for Julia Maley Park Well Pilot Study and Cultural/History Review, as are explained in detail in Exhibit A & B. The project will include project management, prepare the pilot study protocol, and perform the study. After the study is completed G&O will provide the report and pilot study summary to the city. Including quality control and assurances, SERP and cultural/historical section 106 reviews.

I support this resolution.

RESOLUTION NO. 44-2021

**A RESOLUTION OF THE OMAK CITY COUNCIL APPROVING AMENDMENT NO. 3
TO THE PROFESSIONAL ENGINEERING SERVICES AGREEMENT WITH GRAY &
OSBORNE, INC. FOR JULIA MALEY PARK WELL PILOT STUDY AND
CULTURAL/HISTORY REVIEW**

WHEREAS, the City of Omak extended the contract with Gray & Osborne, Inc. to provide On-Call Engineering Services by the approval of Resolution 05-2021; and

WHEREAS, it is necessary to secure professional engineer consulting services for the Julia Maley Park Well Pilot Study and Cultural/History Review; and

WHEREAS, the scope of work and engineering cost for providing these services is estimated not to exceed a budget of \$30,000 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. The Mayor is authorized to execute this document on behalf of the City.

PASSED AND APPROVED this _____ day of _____, 2021.

SIGNED:

Cindy Gagné, Mayor

ATTEST:

Connie Thomas, City Clerk

APPROVED AS TO FORM:

Michael D. Howe, City Attorney

**AMENDMENT NO. 3
TO
CONTRACT FOR PROFESSIONAL ENGINEERING SERVICES**

THIS AMENDMENT, 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) February 1, 2021, for additional services related to the On-Call Engineering Services.

City of Omak – Julia Maley Park Well Pilot Study and Environmental and Cultural/Historical Review

See the attached Exhibit A and Exhibit B for the scope and fees. For a not-to-exceed budget of \$30,000 as shown on the attached Exhibit B.

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: 8/25/21

Date: _____

"Equal Opportunity/Affirmative Action Employer"

EXHIBIT A

SCOPE OF SERVICES

CITY OF OMAK JULIA MALEY PARK WELL TREATMENT PILOT STUDY AND ENVIRONMENTAL AND CULTURAL/HISTORICAL REVIEW

BACKGROUND

Based on our understanding of the project, this Scope of Work presents the professional engineering services requested by the City for an arsenic and iron treatment pilot study and project report for the Julia Maley Park Well. It is our understanding that water quality data from the well indicate elevated arsenic levels near to or exceeding the Maximum Contaminant Level (MCL) of 0.010 mg/L and iron levels approaching 0.018 mg/L. It is our understanding that the City removed the Julia Maley Park Well from service in 2019 due to aesthetic concerns, presumably due to elevated iron levels, and we further understand that an arsenic treatment pilot study for the Julia Maley Park Well is identified in the City's 2018 Water System Plan (Plan).

WAC 246-290 has stipulations for water system design and operation including the installation of treatment for wells such as the Julia Maley Park Well. A project report is required for the installation of new treatment (WAC 246-290-110) and there are stipulations for treatment design (WAC-246-290-250) and pilot studies (WAC 246-290-676). The pilot study will be performed to determine the feasibility of pyrolusite filtration with ferric chloride addition for the removal of iron and arsenic, determine design parameters, and identify any water quality specific parameters that may affect performance.

The results of the pilot study will be included in the project report. In addition to the pilot study results, the project report will contain general information on the project including project need, sizing, and location. The report will also detail all design parameters and include documentation of design decisions including alternatives analysis for treatment, chlorination, backwash, and controls. The project report will also include a preliminary site layout, identification of permit issues, and cost estimates for both capital and operations costs.

The Scope of Work provided below provides for a pilot study project report meeting the requirements of WAC 246-290-110 and suitable for submission to the Washington State Department of Health (DOH). Any design preparation, construction support, or project startup and operational assistance will be completed under a separate contract.

This Scope of Work also presents the professional engineering services required by the City for Environmental Review (SERP) and Cultural/Historical Review (Section 106) for the Julia Maley Park Well.

It is our understanding that this project is funded through City and DOH Drinking Water State Revolving Fund (DWSRF) funds.

SCOPE OF WORK

Gray & Osborne will perform the following tasks:

Task 1 – Project Management

Objective: Provide overall project management and oversight of the project work by the Project Manager and senior staff members.

- A. Provide overall project management and oversight services, to include:
 - 1. Procure sufficient staff resources to dedicate to the project.
 - 2. Manage and control project budget and schedule.
 - 3. Manage and provide monthly invoices.

Deliverables

- Monthly project invoices.

Task 2 – Prepare Pilot Study Protocol

Objective: Prepare a pilot study protocol for City review and approval.

- A. Procure pilot study equipment and coordinate pilot study design with ATEC System Associates acting as a subconsultant to Gray & Osborne.
- B. Prepare a Draft Protocol outlining the goals, approach, and schedule of the pilot study including a list of on-site analysis parameters and a commercial lab sampling schedule.
- C. Provide a Draft Protocol for City review and incorporate any City comments into the Final Protocol.

Assumptions

- The City will review and provide comments within two weeks after receiving Draft Protocol.

Deliverables

- Draft and Final Protocol.

Task 3 – Perform Pilot Study

Objective: Perform an onsite pilot study to ascertain the feasibility and effectiveness of pyrolusite filtration with ferric chloride addition for iron and arsenic removal including determining final system design parameters.

- A. Coordinate onsite pilot study with ATEC System Associates at the well.
- B. Perform pilot testing to verify chlorine dosage and flow rates for pyrolusite treatment of iron and arsenic. Identify optimal doses and flow rate.
- C. Perform up to 48-hour filter test of pyrolusite filtration to ascertain filter run time and backwash frequency.
- D. Perform onsite water quality testing, as appropriate, throughout the pilot. In addition to onsite testing, periodic grab samples will be taken to a commercial lab for analysis to determine key parameters and verify onsite results.

Assumption

- The City will provide site access to the well and operate the well, as needed, during the pilot study. The pilot study equipment will need a continuous water supply from the well for the duration of the pilot study including places to connect the pilot study equipment piping, as well as 120 VAC power.

Deliverables

- None.

Task 4 – Project Report and Pilot Study Summary

Objective: Provide a project report including a pilot study summary for City and DOH review.

- A. Compile pilot study results and document findings including recommended design parameters.
- B. Prepare a Draft Project Report meeting the requirements of WAC 146-290-110 including a discussion of project needs, existing well parameters, pilot findings, design parameters, cost estimates, operational considerations, expected results, waste streams and treatments, and expected permits. The Project Report will include a preliminary site layout and building layout showing the general arrangement of major equipment such as the filtration equipment, electrical panels, chemical pumps, etc.

Assumption

- The City will pay all DOH review fees. City will review and provide comments within 2 weeks after receiving the Draft Project Report.

Deliverables

- Draft Project Report for City review, Draft Project Report incorporating City comments for DOH review, and Final Project Report incorporating DOH comments.

Task 5 – Quality Assurance/Quality Control

Objective: Oversee two, in-house, quality assurance/quality control (QA/QC) meetings at G&O's office during the course of the project. The meetings will include senior project staff and selected design team members.

- A. One QA/QC meeting will take place prior to the submission of the Draft Protocol to the City.
- B. A second QA/QC meeting will take place prior to the submission of the Draft Project Report to the City.
- C. Ensure incorporation of relevant recommendations and suggestions into bid/construction documents resulting from QA/QC reviews.

Task 6 – Environmental (SERP) and Cultural/Historical (Section 106) Reviews

Objective: Provide environmental (SERP) and cultural/historical (Section 106) reviews to meet DWSRF funding program requirements.

- A. Provide environmental assessment of the project area to satisfy State Environmental Review Process (SERP) requirements for analysis of environmental impacts of construction and operations of the project. Prepare the assessment to satisfy DWSRF funding program requirements for eligibility. All costs for publication to meet public notice requirements will be paid for by the City. It is our understanding that the City will contract directly with a historical and archaeological consultant for any historical and archaeological survey work required.
- B. Prepare State Environmental Policy Act (SEPA) expanded checklist for the area associated with the project; and, where applicable, present mitigation measures. Checklists shall be prepared for use by the City to assist making a threshold determination regarding the proposed project. The preparation of an Environmental Impact Statement (EIS), if required, is not included in this scope. All costs for publication and circulation of

the Notice of Determination of Non-Significance, as applicable, will be paid for by the City.

- C. Coordinate work as needed with the City's historical and archaeological survey consultant.
- D. Coordinate with appropriate regulatory agencies to determine environmental study needs and to satisfy agency requirements.

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

EXHIBIT B

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

*City of Omak - Julia Maley Park Well Treatment Pilot Study
and Environmental and Cultural/Historical Review*

Tasks	Principal Hours	Project Manager Hours	Project Engineer Hours	AutoCAD/ GIS Tech./ Eng. Intern Hours
1 Project Management		4		
2 Prepare Protocol	2	4	16	
3 Perform Pilot Study		8	16	
4 Prepare Report	2	4	40	8
5 QA/QC	4	4	4	
6 Environmental/Cultural Reviews		2	32	2
Hour Estimate:	8	26	108	10
Fully Burdened Billing Rate Range:*	\$140 to \$213	\$130 to \$213	\$119 to \$155	\$50 to \$140
Estimated Fully Burdened Billing Rate:*	\$170	\$170	\$140	\$120
Fully Burdened Labor Cost:	\$1,360	\$4,420	\$15,120	\$1,200

Total Fully Burdened Labor Cost:	\$ 22,100
Direct Non-Salary Cost:	
Mileage & Expenses (Mileage @ current IRS rate)	\$ 800
Lab Costs	\$ 1,000
Printing	\$ 50
Subconsultant:	
ATEC System Associates	\$ 5,500
Subconsultant Overhead (10%)	\$ 550
TOTAL ESTIMATED COST:	\$ 30,000

* 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.

Memorandum

To: Cindy Gagné
Omak City Council

From: Ken Mears
Public Works Department

Date: September 1, 2021

Subject **Public Works Department Report**

Eng rd. project work and calls with WSDOT and city engineer.

Working on 2022 Budget.

Final budget purchases for 2021.

Fire camp and Airport checks and coordination's.

Water and sewer project design and information gathering.

Finishing up contracts for Airport Engineers to bring to City Council.

Working with staff on pool assessment information.

Discussions with the Police Chief on Radar Unit.

Memorandum

To: Cindy Gagne, Mayor / Omak City Council
From: Tyler Wells, Building Official / Permit Administrator
Date: September 1, 2021
Subject: Building Department Report

- Several inspections at the MeadowPoint and MeadowLark projects.
- Continue working on abatement for 510 S. Main.
- Attended FEMA Risk Rating 2.0 webinar. (Floodplain Development)
- Working with owner of Abated home (119 W. Apple) getting home cleaned up and ready for occupancy.
- Re-certification class complete for CPR and First Aid.
- Plan review complete for remodel and mobile dock expansion. (FedEx facility)
- Inquiries on C.U.P. for Rose Garden assisted living facility to re-open (715 Locust).
- Several business and field inspections.
- 8 permit issued in August 2021.
- \$5,633.56 collected in permit/land use fees in August 2021.