

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
SPECIAL MEETING AGENDA
TUESDAY, SEPTEMBER 24, 2019**




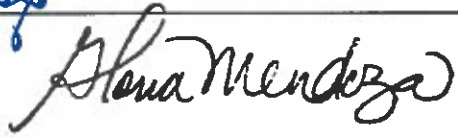
COMMITTEE-OF-THE-WHOLE SPECIAL MEETING – 6:30 PM

PAGE

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **PUBLIC COMMENT** – At this time the public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing.
4. **NEW BUSINESS**
 - A. Resolution declaring certain City property from the Public Works Department and Fire Department as surplus and authorizing disposal 1-3
 - B. Resolution approving Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements 4-10
5. **OTHER BUSINESS**
6. **ADJOURNMENT**

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE Resolution declaring certain City property from the Public Works Department and Fire Department as surplus and authorizing disposal	AGENDA NO.: New Business 4 (A) AGENDA DATE: September 24, 2019
DEPARTMENT Public Works & Fire Departments	FUNDING CERTIFICATION (City Treasurer) (If applicable)

DEPARTMENT DIRECTOR REVIEW Cus Arteaga, City Administrator & Pat Mason, Fire Chief	
CITY ADMINISTRATOR 	MAYOR 

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

The Public Works Department has the following vehicles and/or equipment which are no longer needed for the conduct of City business and are being recommended for surplus:

- 1994 GMC C1 Pickup, VIN #1GTDC14ZORZ567616, License #37464D, PW/9993
- 2004 Chevrolet Pickup, VIN #1GCEC14T54Z267188, License #37460D, PW/391
- 2004 John Deere Lawn Mower, X495, PW/394
- 2008 John Deere Lawn Mower, X740, PW/315

The Fire Department has 15 portable radios that due to changes in technology over the years are not compatible with the radio equipment being used today, will not meet our needs and are recommended for surplus. The Fire Department also has five computers that are outdated, no longer of any use to the department and are recommended for surplus.

ACTION PROPOSED

Move a resolution declaring certain City property from the Public Works Department and Fire Department as surplus and authorizing disposal to a regular Council meeting agenda for consideration.

RESOLUTION NO. 2019-___

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
DECLARING CERTAIN CITY PROPERTY FROM THE PUBLIC WORKS
DEPARTMENT AS SURPLUS AND AUTHORIZING DISPOSAL**

WHEREAS, the City no longer has a need for certain personal property that has outlived its useful life and no longer needed for the conduct of City business; and,

WHEREAS, the City Council has determined that it is in the best interest of the City that the foregoing described vehicle(s) and equipment be declared surplus and disposed of;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, as follows:

Section 1. The following list is hereby declared surplus and no longer needed for the conduct of City business:

- 1994 GMC C1 Pickup, VIN #1GTDC14ZORZ567616, License #37464D, PW/9993
- 2004 Chevrolet Pickup, VIN #1GCEC14T54Z267188, License #37460D, PW/391
- 2004 John Deere Lawn Mower, X495, PW/394
- 2008 John Deere Lawn Mower, X740, PW/315
- Dell Inspiron 6400 Laptop, Serial #BZZS3C1
- Dell Vostro 1540 Laptop, Serial #8N61PP1
- Dell Vostro 230 Desktop, Serial #CWX3QN4
- Dell Inspiron 620 Desktop, Serial #8CW68V1
- Dell Inspiron 620 Desktop, Serial #G83F4V1
- Vertex Mobile Radio, Dept #14-1002, Serial #1041260033
- Vertex Mobile Radio, Dept #14-1003, Serial #1041260034
- Vertex Mobile Radio, Dept #14-1004, Serial #1041260035
- Vertex Mobile Radio, Dept #14-1005, Serial #1041260036
- Vertex Mobile Radio, Dept #14-1006, Serial #1041260037
- Vertex Mobile Radio, Dept #14-1007, Serial #1041260038
- Vertex Mobile Radio, Dept #14-1008, Serial #1041260039
- Vertex Mobile Radio, Dept #14-1009, Serial #1041260040
- Vertex Mobile Radio, Dept #14-1010, Serial #1041260041
- Vertex Mobile Radio, Dept #14-1011, Serial #1041260042
- Vertex Mobile Radio, Dept #15-1012, Serial #105J040016
- Vertex Mobile Radio, Dept #15-1013, Serial #105J040017
- Vertex Mobile Radio, Dept #15-1014, Serial #105F040049
- Vertex Mobile Radio, Dept #15-1015, Serial #105J040015
- Vertex Mobile Radio, Dept #15-1016, Serial #105J040014

Section 2. City staff is authorized to dispose of the vehicle(s) and/or equipment described in Section 1 of this resolution by public auction, sale or trade-in for an amount that represents a fair market value of the equipment.

Section 3. The City Administrator is authorized to establish a minimum sale/trade-in price that reflects a fair market value of the vehicle(s) and/or equipment described in Section 1 of this resolution as deemed necessary to protect the City's interests.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on _____, 2019.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:


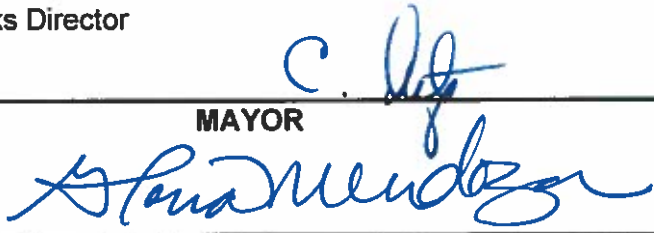
CITY ATTORNEY

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE Resolution approving Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements	AGENDA NO.: New Business 4 (B) AGENDA DATE: September 24, 2019
DEPARTMENT Public Works Department	FUNDING CERTIFICATION (City Treasurer) (If applicable)

DEPARTMENT HEAD REVIEW

Cus Arteaga, City Administrator/Public Works Director

CITY ADMINISTRATOR 	MAYOR 
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ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

The City applied for and was awarded grant funding in the amount of \$124,050 from the Washington State Department of Ecology for Water Quality Improvements on Larson Street, West Fifth Street and Butternut Road, see award letter attached.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

The Grandview Stormwater Improvement project will design stormwater improvements for Larson Street, West Fifth Street and Butternut Road to address co-mingled irrigation and City stormwater. These improvements will enhance water quality and flow control and will allow the City to disconnect from Sunnyside Valley Irrigation owned facilities. Eighty-five (85) percent of the funding for design services will be provided by a grant from the Department of Ecology. The remaining fifteen (15) percent match will be from City funds. The total contract amount is \$124,050, of which \$18,607 will be City funds. Design of the improvements is intended to be complete prior to the next Ecology funding cycle.

Attached is Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements in the amount of \$124,050 for professional engineering services and land surveying.

ACTION PROPOSED

Move a resolution approving Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., for the Grandview Stormwater Improvements to the regular Council meeting for consideration.



STATE OF WASHINGTON
DEPARTMENT OF ECOLOGY

PO Box 47600 • Olympia, WA 98504-7600 • 360-407-6000

711 for Washington Relay Service • Persons with a speech disability can call 877-833-6341

June 28, 2019

Cus Arteaga,
City of Grandview
207 W 2nd Street
Grandview, Washington 98930

Cus Arteaga,
City of Grandview
207 W 2nd Street
Grandview, Washington 98930

Re: Larson St., W. Fifth St., and Butternut Rd Water Quality Improvements, WQC-2020-Grandv-00007
State Fiscal Year 2020 Final Water Quality Funding Offer List and Intended Use Plan

Thank you for your time and effort in applying to Ecology for funding for your water quality project in the State Fiscal Year 2020 (SFY20) Funding Cycle.

On June 28, 2019, Ecology published the SFY20 *Final Water Quality Funding Offer List and Intended Use Plan* (Final List). The Final List describes the projects and funding for the SFY20 Funding Cycle from the Centennial Clean Water Program (Centennial), the Clean Water Act Section 319 Nonpoint Source Fund (Section 319), the Stormwater Financial Assistance Program (SFAP), and the Washington State Water Pollution Control Revolving Fund (CWSRF). The Final List is available at <https://fortress.wa.gov/ecy/publications/SummaryPages/1910027.html>.

Ecology evaluated 139 applications from local governments, tribes, conservation districts, other public entities, and qualified not-for-profit organizations. New funding requests totaled approximately \$339 million. To ensure that funds were directed to the highest priority projects, Ecology water quality specialists evaluated and scored all eligible project proposals. Scores were compiled, and a statewide priority list was developed. Projects proposed for funding are based upon the priority list, the type of project, and the funding source. A record of scores and evaluator comments are available through Ecology's Administration of Grants and Loans (EAGL) system. After rating and ranking all eligible proposed projects, Ecology offered approximately \$183 million to 106 projects. The funding included \$169 million for 105 new projects and \$14 million to fully fund a project from last year's list. Detailed information on all new proposals received and offered funding can be found in Appendix 1 in the Final List.

I am pleased to inform you that your project is being offered funding of up to \$124,050.00, including:

- A \$18,507.00 from CWSRF for a term of 20 years at a 2.0% percent interest rate.
- A 0 Forgivable Principal loan from CWSRF that will not be required to be repaid.
- A \$105,543.00 grant from SFAP.

- A \$ 0.00 grant from Centennial.
- A \$ 0.00 grant from Section 319.

The final funding amount awarded for your project will be based on negotiations between you and Ecology regarding the project scope of work, budget, technical considerations, reasonableness of cost, and eligibility determinations.

Based on your application, project type, and fund source, various conditions of funding will apply; these will be addressed during the agreement negotiation process. For information on conditions that may apply, please see Ecology's SFY20 Funding Guidelines at <https://fortress.wa.gov/ecy/publications/SummaryPages/1810030.html> and the footnotes assigned to your project in Appendix 1 in the Final List.

Ecology is committed to negotiating and signing a funding agreement by January 31, 2020. To meet this timeline and ensure timely use of limited state and federal funds, it is essential that negotiations and funding agreement development begin as soon as possible.

Ecology assigned the following Grant and Loan Project Management Team for your project:

Jill Scheffer	Central Regional Office	Ecology Project Manager	509-454-7298
Sarah Albers	Headquarters Office, Lacey	Ecology Financial Manager	360-407-7639

Ecology's Project Manager will contact you soon to schedule negotiations. If you are not contacted by August 1, 2019, please contact the Ecology Project Manager directly.

Ecology appreciates your commitment to improving Washington's water quality and looks forward to working with you to complete this high priority project.

If you have any questions or concerns, please contact Jeff Nejedly at (360) 407-6572 or by email at jeffrey.nejedly@ecy.wa.gov.

Sincerely,



Heather R. Bartlett
Water Quality Program Manager

RESOLUTION NO. 2019-_____

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
APPROVING TASK ORDER NO. 2019-05 WITH HLA ENGINEERING
AND LAND SURVEYING, INC., FOR THE GRANDVIEW STORMWATER
IMPROVEMENTS**

WHEREAS, the City of Grandview has entered into a General Services Agreement with Huibregtse, Louman Associates, Inc., (HLA) for work pursuant to task orders; and,

WHEREAS, the City would like enter into a Task Order with HLA to provide professional engineering services and land surveying for the Grandview Stormwater Improvements,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, AS FOLLOWS:

The Mayor is hereby authorized to sign Task Order No. 2019-05 with HLA Engineering and Land Surveying, Inc., to provide professional engineering services and land surveying for the Grandview Stormwater Improvements with an estimated total amount of \$124,050.00 in the form as is attached hereto and incorporated herein by reference.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at a special meeting on _____, 2019.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

TASK ORDER NO. 2019-05

REGARDING GENERAL AGREEMENT BETWEEN CITY OF GRANDVIEW

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Grandview Stormwater Improvements
HLA Project No. 19175E

The City of Grandview (CITY) has received a FY 2020 Water Quality Combined Financial Assistance grant from the Washington State Department of Ecology (Ecology) to improve stormwater conditions within the City of Grandview. The project will design three stormwater treatment facilities for known outfalls to remove untreated stormwater from the Sunnyside Valley Irrigation District's conveyance system. Funding for this project consists of \$105,443 Ecology grant and \$18,607 city funds, for a total project cost of \$124,050.00.

SCOPE OF SERVICES:

At the direction of the CITY, HLA shall provide the following professional engineering and land surveying services for the Grandview Stormwater Improvements (PROJECT):

1.0 Grant and Loan Administration

- 1.1 Assist CITY with contract requirements of funding agency, including progress reports submitted at least quarterly.
- 1.2 Assist CITY with funding agency reimbursement process, preparation of payment vouchers, and supportive documentation.
- 1.3 Assist CITY with funding agency design-project closeout process including the Recipient Closeout Report and the Outcome Summary Report.

2.0 Design Plans and Specs, Environmental Review

This phase will provide plans, specifications, and contract documents for the CITY's use in securing bids for construction of the improvements.

- 2.1 Assist CITY with State Environmental Review Process (SERP) requirement, including preparation of a SEPA checklist for transmittal to lead agency for review and action.

The following environmental items are not anticipated to be required for this PROJECT:

- A. JARPA Application
 - B. Hydraulic Project Approval (HPA)
 - C. Biological Assessment
 - D. Wetland Delineation
 - E. Environmental Impact Statement
- 2.2 Assist the CITY with Cultural Resources Review (Executive Order 05-05). HLA will submit to Ecology the 05-05/106 Form.
 - 2.3 Develop and submit to Ecology an Inadvertent Discovery Plan, using the Ecology template.

- 2.4 HLA shall comply with all required local, state, tribal, and federal permits licenses, easements, or property rights necessary for the PROJECT.
- 2.5 Prepare General Storm Water Notice of Intent (NOI), where ground disturbance is greater than 1 acre and potential exists for discharge to waters of the State.
- 2.6 Perform field investigations necessary to design the identified improvements.
- 2.7 Conduct a topographic survey of the PROJECT area as required to complete design, plans, and specifications for publicly bid improvements.
- 2.8 Investigate storm drain connections to the existing stormwater mains from adjacent properties.
- 2.9 Prepare Design Report for transmittal to Ecology for review and approval. Design report will conform to Ecology's Stormwater Project Deliverables Guidance.
- 2.10 Prepare preliminary design plans, specifications, and cost estimate for transmittal to the CITY and Ecology. Address Ecology comments.
- 2.11 Review and discuss preliminary plans with CITY staff.
- 2.12 Prepare final design, and complete plans and specifications for publicly-bid improvements, as authorized by the CITY.
- 2.13 Prepare the engineer's estimate of construction cost.

3.0 Additional Services

- 3.1 Provide professional engineering and land surveying services for additional work requested by the CITY that is not included in thin this Task Order.

4.0 Items to be Furnished and Responsibility of CITY

The CITY will provide or perform the following:

- 4.1 Provide full information as to CITY PROJECT requirements.
- 4.2 Assist HLA by providing all available information pertinent to the PROJECT, including previous reports, drawings, plats, surveys, utility records, and any other data relative to design and construction.
- 4.3 Examine all studies, reports, sketches, estimates, specifications, drawings, proposals, and other documents presented by HLA, and provide written decisions pertaining thereto within a reasonable time as not to delay the work of HLA.
- 4.4 Obtain approval of all governmental authorities having jurisdiction over the PROJECT, and approvals and consents from other individuals or bodies as necessary for completion. Pay all review fees and costs associated with obtaining such approvals.
- 4.5 Pay for PROJECT bid advertisement costs, if necessary.

TIME OF PERFORMANCE:

Following receipt of signed Task Order, HLA will diligently pursue completion of the PROJECT.

1.0 Grant and Loan Administration

Project administration services will begin immediately upon receipt of signed Task Order and continue until all design funding close-out requirements for the PROJECT have been satisfied.

2.0 Design Plans and Specs, Environmental Review

Environmental and cultural resource review and compliance information shall be prepared and submitted to the controlling authority/authorities within one hundred twenty (120) calendar days after receipt of signed Task Order.

Project reports, plans, specifications, and estimate for all project elements shall be provided within three hundred sixty-five (365) calendar days after receipt of signed Task Order.

3.0 Additional Services

Time of completion for work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

FEE FOR SERVICE:

For the scope of services identified in this Task Order, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

1.0 Grant and Loan Administration


All work in Phase 2.0 shall be performed for the Lump Sum fee of \$10,000.00.

2.0 Design Plans and Specs, Environmental Review

All work in Phase 2.0 shall be performed for the Lump Sum fee of \$114,050.00.

3.0 Additional Services

Any additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with the services. HLA will perform the additional services as directed/authorized by the CITY on a time-spent basis at the hourly billing rates included in our General Agreement, plus reimbursement for direct non salary expenses such as laboratory testing, printing expenses, vehicle mileage, out-of-town travel costs, and outside consultants.

Proposed: 
HLA Engineering and Land Surveying, Inc.
Michael T. Battle, PE, President

9/17/2019
Date

Approved: _____
City of Grandview
Gloria Mendoza, Mayor

Date