



# LAKEWOOD CITY COUNCIL AGENDA

Monday, August 17, 2020

7:00 P.M.

City of Lakewood

Residents can virtually attend City Council meetings by watching them live on the city's YouTube channel: <https://www.youtube.com/user/cityoflakewoodwa>

Those who do not have access to YouTube can participate via Zoom by either calling by telephone: **Dial +1(253) 215- 8782 and enter participant ID: 868 7263 2373.**

## To participate in Public Comment:

Public Comments will be accepted by mail, email or by live virtual comment. Send comments by mail or email to Briana Schumacher, City Clerk at 6000 Main Street SW Lakewood, WA 98499 or [bschumacher@cityoflakewood.us](mailto:bschumacher@cityoflakewood.us). Comments received up to one hour before the meeting will be provided to the City Council electronically.

**Virtual Comments:** If you would like to provide live Public Comments during the meeting, you will need to join the Zoom meeting as an attendee by calling by telephone Dial +1(253) 215- 8782 and enter participant ID: 868 7263 2373 or visiting <https://us02web.zoom.us/j/86872632373>.

By Phone: For those participating by calling in by telephone (+1(253) 215- 8782 and enter participant ID: 868 7263 2373), the Mayor will call on you during the Public Comment portion of the agenda. When you are unmuted please provide your name and city of residence. Each speaker will be allowed (3) three minutes to speak.

By ZOOM: For those using the ZOOM link (<https://us02web.zoom.us/j/86872632373>), upon entering the meeting, please enter your name or other chosen identifier. Use the "Raise Hand" feature to be called upon by the Mayor during the Public Comments portion of the agenda. When you are unmuted please provide your name and city of residence. Each speaker will be allowed (3) three minutes to speak.

Outside of Public Comments, all attendees on ZOOM will continue to have the ability to virtually raise your hand for the duration of the meeting. You will not be acknowledged and your microphone will remain muted except for when you are called upon.

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Page No.

## CALL TO ORDER

## ROLL CALL

## PLEDGE OF ALLEGIANCE

## PROCLAMATIONS AND PRESENTATIONS

- (4) 1. Business Showcase. – *Custom Edge Inc., Richards Packaging, Inc. and Mastrogiannis Distillery & Winery.*
- (10) 2. Port of Tacoma Strategic Plan Update.  
– *Mr. John McCarthy, Commission President*

## PUBLIC COMMENTS

*Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.*

<http://www.cityoflakewood.us>

**C O N S E N T   A G E N D A**

(16) A. Approval of the minutes of the City Council study session of July 27, 2020.

(20) B. Approval of the minutes of the City Council meeting of August 3, 2020.

(24) C. Motion No. 2020-41

Authorizing the execution of interlocal agreement with the Town of Steilacoom for the provision of Municipal Court, Prosecution, Public Defender and related services.

(32) D. Motion No. 2020-42

Authorizing the execution of an agreement with Saybr Contractors, Inc., in the amount of \$101,846, for the Fort Steilacoom Park Pavilion Improvement Project.

(63) E. Motion No. 2020-43

Authorizing the execution of an agreement with Bruce Dees and Associates, in the amount of \$137,001, for the Springbrook Park and Clover Creek Improvement Project.

(77) F. Motion No. 2020-44

Authorizing the execution of an amendment to the agreement with Parametrix, Inc., in the amount of \$65,000, for design services related to the JBLM North Access Improvement Project.

(79) G. Items filed in the Office of the City Clerk:  
1. Parks and Recreation Advisory Board meeting minutes of June 23, 2020.

*Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.*

**R E G U L A R   A G E N D A****RESOLUTION****(81)   Resolution No. 2020-12**

Authorizing the City Manager to certify Lakewood as a “Coordinated Community Applicant” under a proposed Pierce County Emergency Shelter Grant Application.

**UNFINISHED BUSINESS****NEW BUSINESS****REPORTS BY THE CITY MANAGER****CITY COUNCIL COMMENTS****ADJOURNMENT**

*Persons requesting special accommodations or language interpreters should contact the City Clerk, 253-983-7705, as soon as possible in advance of the Council meeting so that an attempt to provide the special accommodations can be made.*

# BUSINESS SHOWCASE – AUGUST 2020

CUSTOM EDGE, INC.



RICHARDS PACKAGING, INC.



MASTROGIANNIS DISTILLERY & WINERY



## BUSINESS SHOWCASE – AUGUST 2020

Becky Newtown - [bnewton@cityoflakewood.us](mailto:bnewton@cityoflakewood.us)

For the full article go to the city's website and search “Business Showcase”

- or -

<https://cityoflakewood.us/category/city-news/business-showcase/>



# CUSTOM EDGE, INC.



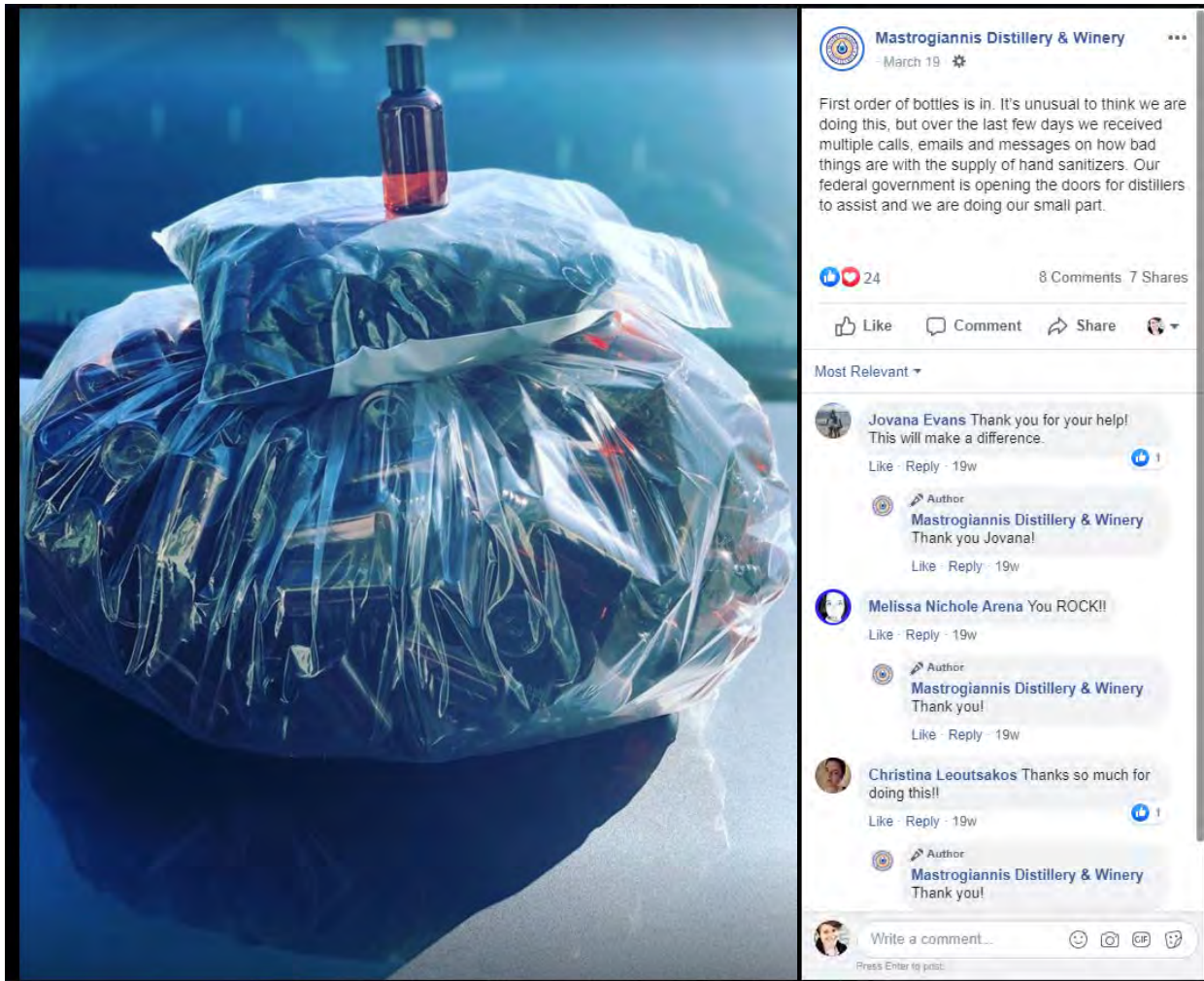


# RICHARDS PACKAGING, INC.





# MASTROGIANNIS DISTILLERY & WINERY





## BUSINESS SHOWCASE – AUGUST 2020

It is because of these companies responses to the COVID-19 pandemic that for the August 2020 Business Showcase the Lakewood City Council recognizes:

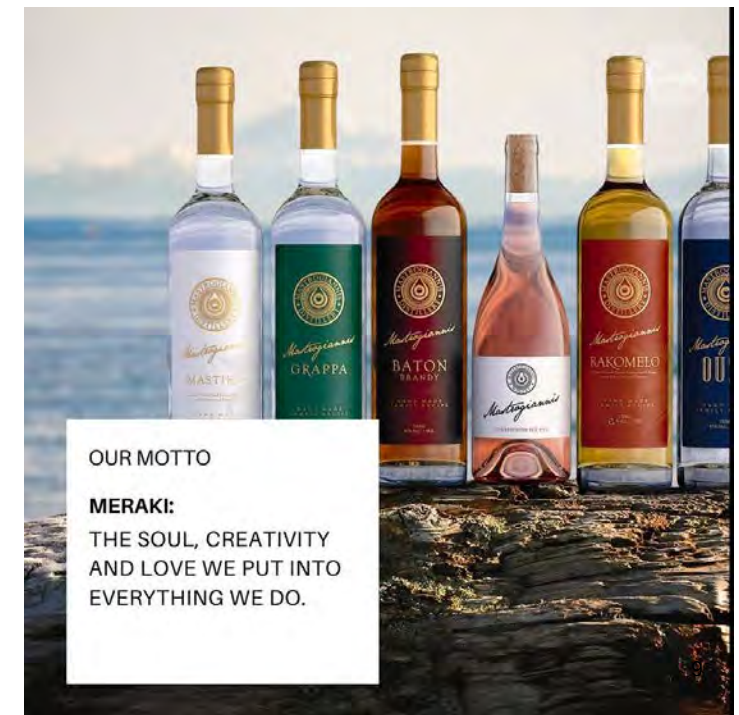
Custom Edge Inc.



Richards Packaging, Inc.



Mastrogiannis Distillery & Winery



# Four ways you can get involved in our Strategic Plan

John McCarthy, President  
Port of Tacoma Commission



# Strategic Plan Timeline



May-June	Stakeholder interviews
June-December	Public engagement
July-November	On-line open house
July-December	Commission meetings <ul style="list-style-type: none"><li>• Confirm goal areas</li><li>• Exploring strategic portfolio options</li><li>• Propose specific goals and strategies</li></ul>
December-January	Draft and finalize plan
February 2021	Commission decision on adoption
March 2021	Final Plan available online and printed

***Our Strategic Plan process is expected to run through February 2021.***



# 1. Visit Our Online Open House

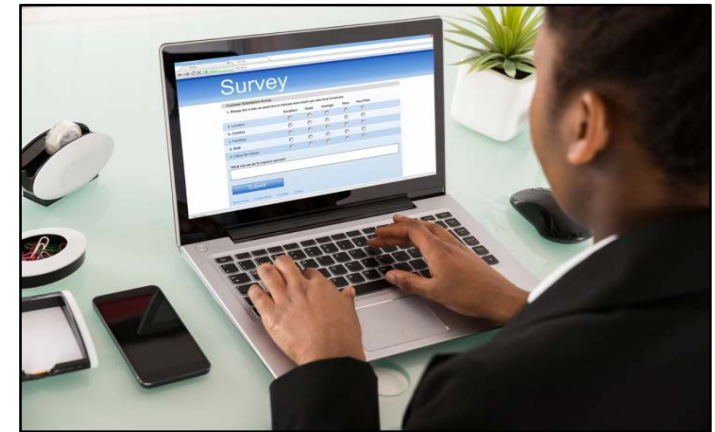
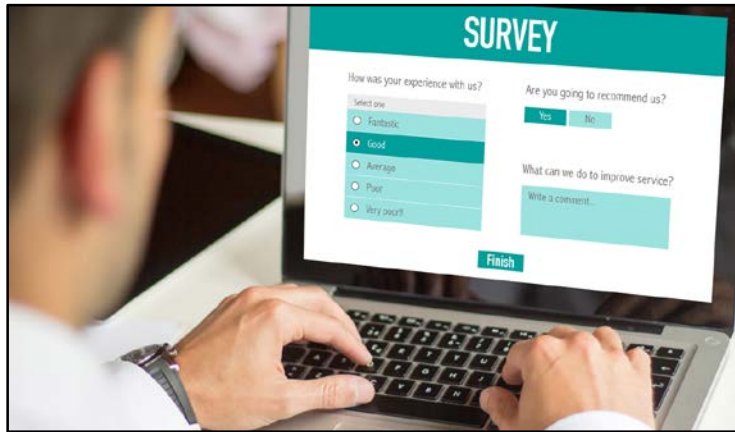
[www.portoftacoma.com/openhouse](http://www.portoftacoma.com/openhouse)



**The Commissioners  
virtually welcome you to  
our Online Strategic  
Plan Open House  
where you will learn  
about the Port's history  
and statutory authority.**

## 2. Take Our Online Survey

***What do you think will be the Port of Tacoma's most important role for Pierce County for the next five years?***



### 3. Give Us a Call

**253-888-4810**





## 4. Send Us an Email

**Strategicplan@portoftacoma.com**





## **LAKEWOOD CITY COUNCIL STUDY SESSION MINUTES**

Monday, July 27, 2020

City of Lakewood

<https://www.youtube.com/user/cityoflakewoodwa>

Telephone via Zoom: +1(253) 215- 8782

Participant ID: 868 7263 2373

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### **CALL TO ORDER**

Mayor Anderson called the meeting to order at 7:00 p.m.

### **ROLL CALL**

Councilmembers Present: 6 – Mayor Don Anderson; Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, Linda Farmer and Paul Bocchi.

Councilmembers Excused: 1 – Councilmember John Simpson.

### **ITEMS FOR DISCUSSION:**

#### **Abatement Program Update.**

Program Manager Gumm reported that in 2019, 13 dangerous building and 1 nuisance property abatement projects were completed and in 2020, 9 dangerous building and 2 nuisance property abatement projects were completed. He then shared several before and after photos of the subject properties. Discussion ensued.

#### **Review of 2<sup>nd</sup> Quarter Police Report.**

Chief Zaro highlighted a comparison of dispatch and self-initiated calls for service during COVID-19 and of person, property and society crimes by district. He reported that overall crime rates are on a downward trend although there was an 8% increase in person crimes and 2% increase property crimes primarily due to aggravated assaults and auto thefts. He shared a recap and analysis of complex calls that included one homicide and an Officer involved shooting. He shared that in the first six months of 2020 there have been 65 Use of Force incidents which is 7% of overall arrests or .26% of total calls for service.

He then presented fireworks related calls for service from both the Police Department and West Pierce Fire and Rescue. He noted that West Pierce Fire and Rescue responded to 14 incidents of fireworks related fires of which 12 were in the City of Lakewood. Discussion ensued.

**Review amendments to the CDBG CARES Act Program.**

Assistant City Manager for Development Services Bugher shared that in May, 2020 the City adopted a Community Development Block Grant (CDBG) CARES Act deferred loan program for up to \$10,000 each eligible Lakewood business. The City has received 10 applications to date and still has \$251,000 available. It is recommended that the deferred loan program be amended to a grant program. The proposed program amendment will come forward for approval at the City Council meeting of August 3<sup>rd</sup>. Discussion ensued.

**ITEMS TENTATIVELY SCHEDULED FOR THE AUGUST 3, 2020 REGULAR CITY COUNCIL MEETING:**

1. Boys and Girls Club of South Puget Sound Youth of the Year Recognition of Charles Johnson, Jr.
2. Clover Park School District Report.
3. Appointing 2020-21 Youth Councilmembers. – (Motion – Consent Agenda)
4. Review appointment of Pierce County Independent Team Non-Law Enforcement Community Representative. – (New Business – Regular Agenda)

**REPORTS BY THE CITY MANAGER**

City Manager Caulfield complimented the work conducted by the Legal and Police Department on the Déjà vu litigation noting that a dismissal Order was filed this week resolving the case.

He shared that a change order, in the amount of \$35,000, has been initiated for the Onyx Drive project to include installation of curbs, gutters and sidewalks in front of Oakbrook Park.

He shared that a *Build Your Better Here* imaging campaign video highlighting Pierce County Trails Day was released this week and last weekend the restrooms at Harry Todd Park were vandalized resulting in the sinks no longer being operational.

He shared that the City continues to work with Pierce County Department of Emergency Management and the Tacoma Pierce County Health Department to coordinate COVID-19 testing stations at locations in the Springbook Neighborhood, Tillicum Neighborhood and the Lakewood Towne Center.

He then shared that the Clover Park School District announced that they will kick off the school year on September 2<sup>nd</sup> in a virtual learning environment.



He reported that the Lakewood Community Foundation Fund is accepting nominations through September 25<sup>th</sup> for the 4<sup>th</sup> annual Larry Saunders Service Award, the award recipient will be recognized at a City Council meeting in January, 2021.

He then reported that the Community and Economic Development Department has received requests related to allowing outdoor dining services and has developed Administrative Rules allowing for a 90-day permit to conduct this activity.

He shared that the content from the City Council Retreat of March 7, 2020 has been uploaded to IPad's for City Council review and the Police Chief received six applications to serve as Lakewood's Non-Law Enforcement Community Representative.

He then shared that the Senate approved a \$1 Trillion stimulus package that provides funding for local schools and universities although does not provide fiscal relief for local governments and the House approved a \$3 Trillion package that does include fiscal relief for local governments, the City will continue to monitor.

He reported that the State Legislature has convened a Commercial Aviation Coordinating Commission who is tasked with identifying an airport location in the Puget Sound region given that Seattle Tacoma International Airport is not situated for future runway growth. There are currently six options being considered and a final recommendation will be presented to the State Legislature in January, 2022.

He shared that the City has received a pre-application to construct an Enhanced Services Facility on Pacific Avenue north of Lakewood Ford, the pre-application meeting is scheduled for August 6<sup>th</sup> and a conditional use permit will be required.

He also noted that several members of Congress have advocated support for the City's Defense Community Infrastructure Program (DCIP) project application.

He shared that the Lakewood Sister Cities Association is working with the City of Gimhae, South Korea, where KM Corporation is located and will be donating 1,000 sets of Personal Protective Equipment's (PPE) and 10,000 masks to support any needs in the Lakewood community.

## **CITY COUNCIL COMMENTS**

Councilmember Bocchi commented on locations of Enhanced Service Facilities.

Mayor Anderson shared that the Tacoma Pierce County Health Department is not conducting COVID-19 testing; testing will be conducted by healthcare groups and the Department of Emergency Management will be able to facilitate 500 people per day at its mobile testing sites. He shared that Clover Park Technical College (CPTC) will receive \$750,000 in CARES Act funding for students pursuing technical degrees as part of a workforce initiative and last week he attended the Pierce

Transit Composition Board meeting where changes were made to the Board representation.

**ADJOURNMENT**

There being no further business, the meeting adjourned at 8:30 p.m.

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DON ANDERSON, MAYOR

ATTEST:

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BRIANA SCHUMACHER  
CITY CLERK



## **LAKEWOOD CITY COUNCIL MINUTES**

Monday, August 3, 2020

City of Lakewood

<https://www.youtube.com/user/cityoflakewoodwa>

Telephone via Zoom: +1(253) 215- 8782

Participant ID: 86872632373

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### **CALL TO ORDER**

Mayor Anderson called the meeting to order at 7:00 p.m.

### **ROLL CALL**

Councilmembers Present: 7 – Mayor Anderson, Deputy Mayor Jason Whalen; Councilmembers Mary Moss, Mike Brandstetter, John Simpson, Linda Farmer and Paul Bocchi.

Deputy Mayor Whalen arrived at 7:01 p.m.

### **PROCLAMATIONS AND PRESENTATIONS**

#### **Clover Park School District Report.**

Dr. Mary Schafer, President, Clover Park School District (CPSD) reported that the Board will hold a special meeting on Wednesday to discuss and make recommendations regarding the 2020-2021 school year which will begin virtually. He shared that the District is working to meet needs of students in the areas of academic education, virtual and digital skills. He shared that a hybrid teaching model has been developed to allow the district to flip between in person and virtual instruction as needed and additional support will be available to those with Individualized Education Programs or in need of technology support. Discussion ensued related to funds allocated for meals, access to Wi-Fi and high-speed broadband services.

### **PUBLIC COMMENTS**

*Alice Fong, Lakewood resident*, thanked the City Council for their service and leading the City through the pandemic.

### **C O N S E N T   A G E N D A**

- A. Approval of the minutes of the City Council study session of July 13, 2020.
- B. Approval of the minutes of the City Council meeting of July 20, 2020.



- C. Approval of claims vouchers, in the amount of \$2,732,266.68, for the period of June 16, 2020 through July 16, 2020.
- D. Approval of payroll checks, in the amount of \$2,505,836.24, for the period of June 16, 2020 through July 15, 2020.
- E. Motion No. 2020-38  
Appointing the 2020-2021 Youth Councilmembers.
- F. Motion No. 2020-39  
Amending the Community Development Block Grant (CDBG) CARES Act Program.
- G. Items filed in the Office of the City Clerk:
  - 1. Planning Commission meeting minutes of June 3, 2020.

COUNCILMEMBER MOSS MOVED ADOPT THE CONSENT AGENDA AS PRESENTED. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

## R E G U L A R   A G E N D A

### UNFINISHED BUSINESS

None.

### NEW BUSINESS

**Motion No. 2020-40 Selection of Non-Law Enforcement Community Representatives to represent the City of Lakewood in officer involved deadly use of force investigations.**

COUNCILMEMBER SIMPSON MOVED TO ADOPT MOTION NO. 2020-40, SELECTING LARRY WOODS AND JUANITA BEARD TO SERVE AS THE NON-LAW ENFORCEMENT COMMUNITY REPRESENTATIVES TO REPRESENT THE CITY OF LAKEWOOD. SECONDED BY DEPUTY MAYOR WHALEN. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

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DEPUTY MAYOR WHALEN MOVED TO SELECT JULIUS BROWN TO SERVE AS A NON-LAW ENFORCEMENT COMMUNITY REPRESENTATIVE TO REPRESENT THE CITY OF LAKEWOOD. SECONDED BY COUNCILMEMBER SIMPSON. VOICE VOTE WAS TAKEN AND CARRIED UNANIMOUSLY.

**REPORTS BY THE CITY MANAGER****JBLM North Access Improvement Design Project Update.**

Public Works Engineering Director Bucich provided an update on the JBLM North Access Improvement project noting that it is at 90% design completion. He shared that the City submitted a proposal for this project to the Defense Communities Infrastructure Program (DCIP) in June and a decision will be made as to which projects will be funded by August 7<sup>th</sup>. He shared that it is recommended that a contract amendment, in the amount of \$65,000, be approved to bring the project to 100% design. The requested amendment will come forward for approval at the August 17<sup>th</sup> City Council meeting. Discussion ensued.

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City Manager Caulfield reported that the Open Public Meeting Act (OPMA) waiver was extended through September 1<sup>st</sup>.

He shared that the Legal Department has a hearing in Pierce County Superior Court related to the former QFC property litigation case.

He shared that the City of Lakewood was recommended by the Governor to be pursued as a location for the United States Space Command. The City will work with the United States Air Force and Joint Base Lewis McChord on an application packet.

He shared that he met with the Sound Transit CEO regarding the Point Defiance Bypass Rail. He noted that AmTrak and WSDOT Rail will not be able to resume services on the track until additional safety measures as outlined by Sound Transit and National Transportation Safety Board (NTSB) have been completed. It is anticipated that an update from Sound Transit will be scheduled for a future City Council study session.

He shared that the CARES Act funds have been allocated to a variety of human services, social services and small businesses. He shared that the lottery was conducted for the business grants and will be updated on the dashboard and the City is reviewing options to make funds available for childcare providers.

He reported that conversations continue to with Department of Social and Health Services (DSHS) representatives related to the Western State Hospital Master Plan specific to bed counts and the projects redevelopment phasing.

He shared that sales tax revenue was received for the month of May, 2020 which exceeded budget estimates and the Lodging Tax application process kicked off today and applications are due on August 24<sup>th</sup>.

**CITY COUNCIL COMMENTS**

Councilmember Brandstetter questioned when the City Council will need to complete the City Manager's annual evaluation.

Councilmember Moss commented on the Veterans Drive improvement project.

Councilmember Farmer shared that she attended the North Lakewood Neighborhood Association virtual meeting last week.

Councilmember Simpson commented on streamlining the City Manager's annual evaluation process given the virtual environment.

Councilmember Bocchi commented on the progress of the Onyx Drive improvement project.

Deputy Mayor Whalen commented on the various road improvement projects throughout the city.

Mayor Anderson also commented on the Veterans Drive improvement project. He shared that the South Sound Military and Community Partnership (SSMCP) video highlighting the economic impact of JBLM will be updated and Pierce County allocated \$325,000 for a rental assistance program of which Lakewood residents will benefit from due to data generated by the Rental Housing Safety Program (RHSP).

**ADJOURNMENT**

There being no further business, the meeting adjourned at 8:18 p.m.

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DON ANDERSON, MAYOR

ATTEST:

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BRIANA SCHUMACHER  
CITY CLERK

# REQUEST FOR COUNCIL ACTION

**DATE ACTION IS REQUESTED:**

August 17, 2020

**REVIEW:**

**TITLE:** Authorizing the execution of an interlocal agreement with the town of Steilacoom for the provision of Municipal Court, Prosecution, Public Defender and related services.

**ATTACHMENTS:**

Interlocal agreement

**TYPE OF ACTION:**

— ORDINANCE NO.

— RESOLUTION NO.

X MOTION NO. 2020-41

— OTHER

**SUBMITTED BY:** Shannon Kelley-Fong, Senior Policy Analyst

**RECOMMENDATION:** It is recommended that the City Council adopt Motion No. 2020-41 authorizing the execution of an interlocal agreement with the town of Steilacoom for the provision of Municipal Court, Prosecution, Public Defender and related services.

**DISCUSSION:** Since 2013, the town of Steilacoom and the city of Lakewood have been parties to interlocal agreements allowing for the processing of any matters within the jurisdiction of town of Steilacoom using municipal court (including a judge and court staff), prosecution, public defender and related services provided by the city of Lakewood in the Lakewood Municipal Court pursuant to RCW 39.34. This agreement includes any ancillary services such as probation/community services, work crew, interpreter services, statistical tracking; legal services such as ordinance work and any work related to appeals. Jail and Police services are specifically excluded from this agreement.

**ALTERNATIVE(S):** The City Council could choose to modify or elect to not adopt this resolution.

**FISCAL IMPACT:** The total contract cost for these services is based on Steilacoom's annual use of the Lakewood Municipal Court and its services. The annual fee is determined based on the cost of the Lakewood Municipal Court and includes factors such as the cost of the court system and administrative costs associated with running the court.

Shannon Kelley-Fong

Prepared by

Senior Policy Analyst

Department Director



City Manager Review



**AN INTERLOCAL AGREEMENT BETWEEN THE  
CITY OF LAKEWOOD AND THE TOWN OF  
STEILACOOM PROVIDING FOR THE PROVISION  
OF MUNICIPAL COURT, PROSECUTION, PUBLIC  
DEFENDER AND RELATED SERVICES**

WHEREAS, the town of Steilacoom, "Steilacoom" incorporated as a town in 1854 and assumed authority and jurisdiction with respect to criminal and traffic offenses occurring within the corporate boundaries thereby created; and

WHEREAS, the City of Lakewood, "Lakewood" has the capacity to provide municipal court, prosecution, public defender and related services to Steilacoom in a manner beneficial to both parties and that Steilacoom desires to use these services; and

WHEREAS, Steilacoom and Lakewood wish to cooperate and enter into this Agreement for the orderly and efficient processing of traffic infractions, parking infractions, criminal traffic cases, criminal non-traffic misdemeanors and any other matters within the jurisdiction of a Municipal Court through services provided by and held at Lakewood; and

WHEREAS, included in the services provided by Lakewood to Steilacoom shall be a detail of statistics identifying caseload, type of case and other matters of interest to Steilacoom; and

WHEREAS, Steilacoom has determined that an agreement with Lakewood for the provision of municipal court services under the Interlocal Cooperation Act would be more efficient and cost effective than providing its own facilities, materials, and personnel and the parties agree that provision of services as detailed in this Agreement are in the best interests of the citizens of both cities; and

WHEREAS, Title 39.34 of the Revised Code of Washington authorizes joint and cooperative agreements between public agencies;

NOW, THEREFORE, the parties agree as follows:

A. Purpose. The purpose of this Interlocal Agreement is to make all necessary arrangements for the processing of any matters within the jurisdiction of Steilacoom using municipal court (including a judge and court staff), prosecution, public defender and related services provided by Lakewood in Lakewood Municipal Court pursuant to RCW 39.34. This is to include any ancillary services such as probation/community services, work crew, interpreter services, statistical tracking; legal services such as ordinance work and any work related to appeals. Jail and Police services are specifically excluded from this agreement.

B. Services. Steilacoom shall establish the town of Steilacoom Municipal Court and shall take all action necessary, including the adoption of all necessary ordinances as if operating such court independently. Steilacoom shall, in its discretion, establish Court Rules

applicable to the Steilacoom Municipal Court, appoint a judge, and shall set appropriate fines, penalties and processes. Lakewood, through this Agreement, shall provide the following services to Steilacoom:

1. Municipal Court Services. Municipal court services include all court services required by state statute, court rule, Town ordinance, or other regulation as now existing or hereafter amended. These services include, as applicable, the filing, processing, adjudication and penalty enforcement of all Town cases filed on January 1, 2021, or any date thereafter for the duration of this agreement, issuance of search and arrest warrants, procedures of establishing bail, arraignments and plea hearings, pretrial motions and evidentiary hearings, discovery matters, notification and subpoenaing of witnesses and parties, bench and jury trials, pre-sentence investigations, sentencing, pre-trial motions, the duties of courts of limited jurisdiction regarding appeals, and all other court functions as they relate to municipal court. Lakewood will provide foreign language and sign language services as needed for defendants in Steilacoom Municipal Court cases. Lakewood will provide probation services to Steilacoom criminal defendants. Lakewood shall provide all necessary personnel to perform such services in a timely manner as required by law and court rule.
2. Appointment of Judicial Officers. Steilacoom may, but is not required to, by this Agreement, appoint a Lakewood Municipal Court Judge as a Judge of the Steilacoom Municipal Court. Similarly, Steilacoom may, but is not required to, appoint Lakewood Municipal Court Judges Pro Tern as Judges Pro Tem of the Steilacoom Municipal Court. In the event that Steilacoom appoints a judge other than the Lakewood Municipal Court Judge then Steilacoom shall consult with and consider input from the Lakewood City Manager during the appointment process. Any such appointments shall require further negotiation between the parties pursuant to Section D.1 of this agreement.
3. Prosecution Services. All criminal cases covered by this agreement shall be reviewed, filed and fully prosecuted by Lakewood Legal Department staff from initial review of referred cases through final adjudication including appeal. Lakewood Legal Department shall have final case disposition authority on all cases except those assigned to outside counsel at the request of Steilacoom. Steilacoom shall support Lakewood's prosecution of Steilacoom cases fully including attendance at hearings, production of evidence and coordinating with the assigned prosecutor as needed to properly process each case. The Attorney for Steilacoom, or designee, shall be authorized to directly prosecute any matter within Steilacoom jurisdiction upon notice to Lakewood within 15 days of the filing of the case. All prosecution services are to be provided to Steilacoom with sufficient input and direction from Steilacoom to ensure consistency with the best interests of the citizens of Steilacoom.
4. Public Defender Services. Public Defender services will be provided to Steilacoom as an extension of the current agreement between Lakewood and the

current Public Defender. Lakewood shall provide in any professional services agreements between Lakewood and a contractor providing public defender services, that such contractor provide such services in compliance with the Washington Supreme Court's Standards for Indigent Defense Services.

5. Other Services. Lakewood and Steilacoom shall communicate and exchange information sufficient to evaluate the adequacy of services provided for in this agreement. Lakewood is expected to provide ancillary services including statistical information and appellate work. Lakewood shall be responsible for transporting all Steilacoom in-custody defendants from Pierce County Jail, Nisqually Jail or any other jail where Lakewood and Steilacoom defendants are held on misdemeanor and gross misdemeanor charges.
6. Matters Reserved to Lakewood. Lakewood reserves the right to implement matters requiring compliance with statutory and judicial mandates, which includes, but is not limited to, the Standards for Indigent Defense and personnel matters pursuant to General Rule 29 of the Washington Courts.
7. Supplies and Forms. Lakewood will provide and pay for all forms and paperwork necessary for processing Steilacoom Municipal Court cases as determined by the Steilacoom Municipal Court Judge and/or Court Administrator. By way of illustration and not limitation, these include case setting forms, infraction hearing forms, criminal hearing forms, warrants and general office supplies.
8. Court Security. Lakewood shall provide all necessary security for the courtroom used by Steilacoom.

C. Property. This Interlocal Agreement does not provide for the acquisition, holding or disposal of real or personal property. Steilacoom Police shall be responsible for all items of evidence related to criminal prosecution.

D. Financial Provisions. In consideration for the services provided in this Agreement, the parties agree to the following:

1. In the event that Steilacoom appoints Lakewood's judge as judge of the Steilacoom Municipal Court, Steilacoom shall pay to Lakewood an annual fee determined by Steilacoom's use of the court. The annual fee shall be determined based on the cost of the Lakewood Municipal Court and includes factors such as the cost of the court system and administrative costs associated with running the court. This fee will include the municipal court judge and court administrative staff salaries. The fee will be reviewed and adjusted on an annual basis beginning one year after the effective date of this agreement. The parties will review the fees and costs associated with providing services under this agreement and will make necessary adjustments to such fees and costs. Necessary adjustments to the fees and costs shall be based on an increase or decrease in the following: case filings, personnel and professional services costs, facility operating costs and

material costs. In addition, adjustments shall be necessary based on upon any new or increased cost or fee mandated by federal, state or local law. The parties shall negotiate annual adjustment to the fees in good faith. This fee shall be invoiced and paid monthly. In the event that Steilacoom does not appoint Lakewood's judge, this fee shall be renegotiated with the expectation that this amount will be greater.

2. Final reconciliation for the 2021 annual fee will be determined by March 31, 2022. This allows for the City to account for the total cost of all services provided.
3. Steilacoom shall retain all fees, costs, penalties and fines, assessed in the Steilacoom Municipal Court for the duration of this Agreement. Mandated payments to the State and any other financial obligations attendant to operating a Municipal Court shall be processed in the normal monthly course along with remittance of revenue to Steilacoom on a monthly basis. Any new programs established after the effective date of this Agreement shall not be included but shall be addressed by the parties in a separate written amendment hereto.

E. Agreement Administration. The parties are expected to work cooperatively when handling Steilacoom cases. No employee or agent of Lakewood shall be deemed an employee or agent of Steilacoom as a result of this Agreement. None of the benefits provided by Lakewood to its employees or agents, including but not limited to, compensation, insurance and unemployment insurance are available from Lakewood to the employees or agents of Steilacoom. The Attorney for Steilacoom is to consult with Lakewood departments as necessary regarding the prosecution of Steilacoom cases. Interested Steilacoom employees are to be invited to interdepartmental meetings regarding Court process. Where necessary Lakewood employees are to be available to Steilacoom employees and/or Council to discuss court process, prosecutorial philosophy or other matters of interest to Steilacoom.

1. Dispute Resolution. Disputes between the parties that cannot be resolved at the department level are to be resolved by the respective City Managers / Town Administrators. It is understood between the parties that this Agreement is of benefit to both and there is a common interest in working through issues to continue the Agreement.
2. Reporting. Lakewood shall provide Steilacoom with monthly reports summarizing court activity during which services are provided. These reports shall include a summary of all court services provided for the month, data about the amount of fines and forfeitures collected by Lakewood for infractions and complaints and a revenue breakdown of payments made to the Washington State Treasurer, Pierce County and any other entities on behalf of Steilacoom. Steilacoom shall identify any deficiencies in such monthly reports and, where feasible, Lakewood shall amend the reports accordingly.
3. Special Emphasis. Steilacoom shall identify any areas of special emphasis and



Lakewood shall provide opportunities for input and reporting specific to those areas.

F. Indemnification. In executing this Agreement, Lakewood does not assume liability or responsibility for or in any way release Steilacoom from any liability or responsibility which arises in whole or in part from:

1. The existence or effect of any Steilacoom ordinance; or
2. Any prosecution conducted by Steilacoom's Attorney. If any cause, claim, suit, action or administrative proceeding is commenced in which the enforceability and/or validity of any such ordinance or prosecution is at issue, Steilacoom shall defend the same at its sole expense and if judgment is entered or damages are awarded against Steilacoom, Lakewood, or both, Steilacoom shall satisfy the same, including all chargeable costs and attorneys' fees.

Lakewood shall indemnify, defend, and hold harmless Steilacoom, its officers, agents and employees from and against any and all claims, actions, suits, liability, loss, costs, expenses, and damages of any nature whatever, including costs and attorneys' fees in defense thereof, for injuries, sickness or death of persons (including employees of Steilacoom), or damage to property, or the violation of any person's civil rights, which is caused by or arises out of Lakewood's acts, errors or omissions with respect to the subject matter of this Agreement, or any act or omission of any agent retained by or contracted with by Lakewood to provide services covered by this Agreement provided, however, that:

- a. Lakewood's obligation to indemnify, defend and hold harmless shall not extend to injuries, sickness, death, damage or civil rights violations caused by or resulting from the actions or negligence of Steilacoom, its Police Department or its officers, agents or employees; and
- b. Lakewood's obligation to indemnify, defend and hold harmless for injuries, sickness, death, damage or civil rights violations caused by or resulting from the concurrent actions of negligence of Lakewood or its agents and Steilacoom or its agents shall apply only to the extent that Lakewood's or its agents' actions or negligence cause or contributed hereto.

Lakewood does not by this Agreement assume any contractual obligations to anyone other than Steilacoom, and Steilacoom does not assume any contractual obligations to anyone other than Lakewood. Lakewood and Steilacoom expressly eliminate any third-party beneficiary to this Agreement.

G. Termination. Lakewood or Steilacoom shall have the right to terminate this Agreement, provided that either notifies the other nine (9) months prior to such termination to allow the parties sufficient time to address alternate measures.

H. Term. The initial term of this Agreement is for three (3) years through December

31, 2023, with the parties consulting on a regular basis to establish whether amendments are needed to achieve the best results possible for both parties. Either party shall notify the other in writing no later than nine months prior to anticipated termination or at the earliest date allowed by State law. This allows both parties sufficient time to address alternative measures timely within the budget session. Without such notice, the Agreement automatically renews for one additional four (4) year term.

J. Waiver. Failure to insist upon strict compliance with any terms, covenants or conditions of this contract shall not be deemed a waiver of such, nor shall any waiver or relinquishment of such right or power at any time be taken to be a waiver of any other breach.

K. Severability. The invalidity or unenforceability of any particular provision of this Agreement shall not affect the other provisions, and this Agreement shall be construed as if such invalid or unenforceable provisions were omitted, unless such invalidity or unenforceability destroys the purpose and intent of this contract.

L. Entire Contract. Possible Amendments. This Agreement contains the entire agreement between the parties and no other agreements, oral or otherwise, regarding the subject matter of this Agreement, shall be deemed to exist or bind either of the parties. To be effective, any proposed amendments to this Agreement that are mutually agreed upon by the parties must be incorporated by written amendments to this Agreement. Amendments to this Agreement can be made at any time during the term of this Agreement.

N. Notice. Any notices required to be given under the Agreement shall be deemed sufficient if in writing and delivered personally or sent via certified mail to the following parties at the following addresses:

To Lakewood:

City Manager  
6000 Main Street SW  
Lakewood, WA  
98499

To Steilacoom:

Town Administrator  
1030 Roe St  
Steilacoom, WA 98388

[Signature page follows]

IN WITNESS, the Parties hereto have caused this agreement to be executed the day and year first above written.

**CITY OF LAKEWOOD**

**TOWN OF STEILACOOM**

\_\_\_\_\_  
John J. Caulfield  
City Manager  
Date: \_\_\_\_\_

\_\_\_\_\_  
Ron Lucas  
Mayor  
Date: \_\_\_\_\_

06/16/2020

ATTEST:

\_\_\_\_\_  
Briana Schumacher  
City Clerk  
Date: \_\_\_\_\_

APPROVED AS TO FORM:

\_\_\_\_\_  
Heidi Ann Wachter  
City Attorney  
Date: \_\_\_\_\_

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> August 17, 2020	<b>TITLE:</b> Approval of construction contract to Saybr contractors, Inc. plus contingency for Pavilion at Fort Steilacoom Park improvements	<b>TYPE OF ACTION:</b>  — ORDINANCE NO. — RESOLUTION NO.
<b>REVIEW:</b> August 17, 2020	<b>ATTACHMENTS:</b> Saybr Job Order Contract Pavilion Plan Set Pavilion schematic views	<u>X</u> MOTION NO. 2020-42 — OTHER

**SUBMITTED BY:** Mary Dodsworth, Director

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to execute an agreement with Saybr Contractors, Inc. for the Pavilion at Fort Steilacoom Park Phase 2 improvements in an amount not to exceed \$101,846 plus a 10% contingency in the amount of \$10,185 for approved change orders specifically related to the contract with Saybr Contractors, Inc. or as needed to complete the project.

**DISCUSSION:** The Pavilion in the Park was created to provide an area for community gatherings and celebrations. After several 2018/19 events it was determined that restrooms and a warming kitchen were needed to make this space more functional and marketable to user groups. In November, 2019 City Council approved an interlocal Joint Purchasing Agreement with City of Bellevue to utilize their procurement procedures and bid process and prices previously negotiated by the City of Bellevue for Job Order Contracts (JOC). The City requested a JOC bid for this project in March, 2020. The City also contacted several local contractors for quotes to complete the project. A sealed closed bid process was not required. Due to the Covid construction shut down and other current issues very few bids were submitted and the bid amounts we did receive ranged from the JOC amount to over \$250,000. The JOC proposal meets all of the requirements outlined in the plans and specifications. Furthermore, as is standard with construction projects, a contingency is held in reserve to cover the needs that may arise during construction for unforeseen conditions and minor modifications to the original contract scope of work. In order to assure a smooth continuation of work staff is requesting Council authorize the remaining project funds be available for a contingency fund.

**ALTERNATIVE(S):** Council could not approve the JOC and request additional bids to complete project. Due to Covid issues, the site will most likely not be scheduled this year for various events. Delaying the bidding process will delay our ability to complete this project.

**FISCAL IMPACT:** Fiscal impact is \$112,031. This amount includes JOC fees, WSST and contingency. This contract amount is within the council approved capital budget 301.0033 which is \$157,000. Any additional resources remaining will be used to purchase tables, chairs, flooring, appliances and other Pavilion related needs.

Mary Dodsworth  
Prepared by  
Mary Dodsworth  
Department Director



City Manager Review





## Job Order Contract

<b>Date:</b>	July 23, 2020		
<b>Project Information</b>	Job Order #:	LAK-301-0033.00	
	Department/Division:	City of Lakewood	
	Job Order Title:	Fort Steilacoom Park Pavilion Phase II- Restroom Improvements	
<b>Contract Information</b>	Contract:	1850237, dated 09/19/2019	
	Contractor:	Saybr Contractors, Inc. 3852 S. 66th St. Tacoma WA 98409	
<b>Project Costs</b>	Construction	<b>\$88,561.67</b>	
	Construction Tax 9.3%	<b>\$8,236.24</b>	
	TGG Licensing 1.95%	<b>\$1,726.95</b>	
	Licensing Tax 10%	<b>\$172.70</b>	
	TGG Consulting 3.05%	<b>\$2,701.13</b>	
	<b>Total</b>	<b><u>\$101,398.69</u></b>	
<b>Schedule</b>	Project Duration:		
	Start Date:		
	Completion Date:		



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## Final Scope of Work

## Job Order Contract

**To:** Jay Hatch  
Saybr Contractors, Inc.  
3852 S. 66th St.  
Tacoma, WA 98409  
(253) 531-2144

**From:** Doug Fraser  
City of Lakewood  
6000 Main Street SW  
Lakewood, WA 98499  
253 983-7852

**Job Order #:** LAK-301-0033.00  
**Job Order Title:** Fort Steilacoom Park Pavilion Phase II-  
Restroom Improvements

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The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work.

Subject to the terms and conditions of JOC Contract **1850237**. Please refer to the Request for Proposal dated for additional information.

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Contractor Project Manager

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Date

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Project Manager

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Date

## SCOPE OF WORK

**Date:** 4/10/2020

**Contract Name and No.:** COL

**Project Name:** COL Fort Steilacoom Park Pavilion Phase 2

**Bid No.:**

**Work Location:** Fort Steilacoom Park  
8741 87<sup>th</sup> Ave SW  
Lakewood, WA 98498

**Saybr Project Manager:** Jay Hatch 253-244-1334

**Work Hours:** Day shift Monday through Friday,

**Estimated Duration:** TBD

**Long Lead Items:** TBD

**Procurement:** TBD

**Project Summary:** Construct two unisex restrooms and serving kitchen In new multipurpose Building.

### GENERAL INFORMATION:

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- This Scope of Work is based on the information received from the drawings "Fort Steilacoom Pavilion T.I." dated 2/21/20 Joint Scoping Meeting held on (4/6/2020)
- Performance of all work will be in accordance with all OSHA and Washington DOSH requirements.
- Daily job site cleanup is required before the work crew leaves the site each day and final clean-up is required prior to final inspection and acceptance.
- Contractors will be responsible for their own waste disposal.
- Project requires State of Washington prevailing wages to be paid, including filing intents to pay and affidavits of wages paid along with certified payrolls.
- Outages to be coordinated 72 hours prior to shutdown with Facility Maintenance Manager

### TECHNICAL SCOPE OF WORK:

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#### 1. Work to be completed by performing subcontractors

All work performance shall be completed in accordance with the "Project Drawings," and all local, city, and state AHJ requirements and regulations.

Provide all labor, materials, and equipment to complete the following work package to the extent necessary to complete the intended scope of work including all parts, pieces, and components:

#### 1. General Carpentry

- 1.1. Remove GWB according to drawings.
- 1.2. Provide and install wall framing according to drawings.
- 1.3. Provide and install lavatory furnishings according to drawings.
- 1.4. Provide and install ADA furnishings according to drawings.
- 1.5. Provide and install cabinets according to drawings.
- 1.6. Install and finish reclaimed owner provided planks according to drawings.
- 1.7. Provide and install doors according to door schedule on drawings.
- 1.8. Cut out 50"x50" opening and frame in the kitchen according to drawings.
- 1.9. Provide finishes according to drawings.

- 1.10. Provide custom stainless steel rolling cart.
- 1.11. Cleanup and properly dispose of all general construction related debris off site.

**2. Plumbing**

- 2.1. Run piping from stub out for new fixtures according to drawings.
- 2.2. Provide and install two lavatory sinks.
- 2.3. Provide and install two water closets.
- 2.4. Provide and install new mop sink.
- 2.5. Provide and install new kitchen sink.
- 2.6. Vent according to drawings.
- 2.7. Provide and install Bosch 2.5 GAL Electric point of use water heaters according to drawings.
- 2.8. Cleanup and properly dispose of all general construction related debris off site.

**3. Electrical**

- 3.1. Pull electrical from existing panel.
- 3.2. Provide and install outlets according to drawings.
- 3.3. Provide and install light according to drawings.
- 3.4. Cleanup and properly dispose of all general construction related debris off site.

**ASSUMPTIONS:**

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- This proposal excludes hazardous materials removal. Owner to provide Good Faith Hazardous Materials Report.
- The existing building requires no additional structural upgrades to execute all work associated with this work order, including all walls, ceilings and floors. All existing structural configurations and components meet all of the current local, city, and state AHJ codes and requirements.
- The existing building requires no additional electrical upgrades to execute all work associated with this work order. All existing electrical configurations and components meet all of the current local, city, and state AHJ codes and requirements.
- Laydown area and parking area to be available to contractors.
- Owner to provide new shelter and plans.

**Exclusions:**

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- Unforeseen conditions

**PERMITS:**

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- Electrical – Electrical sub.
- Building - Owner

**SUBMITTALS:**

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- Product Data Sheets:
- Construction Schedule
- O&M Manual





## Job Order Contract

### JOC Total Price Summary

Date: July 23, 2020  
Contract No: 1850237  
Job Order No: LAK-301-0033.00  
Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements  
Contractor: Saybr Contractors, Inc.  
Proposal Name: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements  
Proposal Submitted: 07/17/2020

Subtotal for Carpentry:	\$43,300.55
Subtotal for Electrical:	\$10,519.16
Subtotal for General Conditions:	\$4,437.62
Subtotal for Plumbing:	\$30,304.34
Work Order Total	\$88,561.67
Washington State Sales Taxes (10%)	\$8,856.17
	<u>\$97,417.84</u>

Contractor's Signature:

\_\_\_\_\_  
Jay Hatch, Project Manager  
Saybr Contractors, Inc.

\_\_\_\_\_  
Date

The Gordian Group JOC License Fee, 5.00%

\$4,428.08

**Total Price Including JOC License Fees**

**\$101,845.93**

City of Lakewood:

\_\_\_\_\_  
Project Manger

\_\_\_\_\_  
Date

\_\_\_\_\_  
Department Director

\_\_\_\_\_  
Date

JOC Job Order Package - LAK-301-0033.00



## Job Order Contract

### Contractor's Price Proposal - CSI

**Date:** July 23, 2020  
**Contract No:** 1850237  
**Job Order No:** LAK-301-0033.00  
**Job Order Title:** Fort Steilacoom Park Pavilion Phase II- Restroom Improvements  
**Contractor:** Saybr Contractors, Inc.  
**Proposal Amount:** \$88,561.67  
**Proposal Name:** Fort Steilacoom Park Pavilion Phase II- Restroom Improvements  
**Proposal Submitted:** 07/17/2020

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Carpentry</b>						
1	01 22 23 00-0056			WK	20' Electric, Scissor Platform Lift	\$1,026.74
					Quantity Installation 2.00 x Unit Price 387.48 x Factor 1.3249 = Total \$1,026.74 lift for reclaimed wood installation	
2	02 41 16 13-0020			CCF	Sorting Of Material Debris For Recycling Prior To Hauling Off	\$349.23
					Quantity Installation 43.00 x Unit Price 6.13 x Factor 1.3249 = Total \$349.23 Sorting of cabinets and preparing them prior to installation	
3	02 41 16 13-0020	0004		CCF	For Up To 500, Add	\$104.83
					Quantity Installation 43.00 x Unit Price 1.84 x Factor 1.3249 = Total \$104.83	
4	02 41 19 16-0053			SF	Demolish Wood Or Metal Framed Interior Partition/Wall With Drywall 2 Sides	\$224.17
					Quantity Installation 72.00 x Unit Price 2.35 x Factor 1.3249 = Total \$224.17 per demolition drawing	
5	03 31 13 00-0051			CF	Hand Mix And Place Concrete For use where conventional equipment access is limited or when directed by the owner.	\$133.76
					Quantity Installation 4.00 x Unit Price 25.24 x Factor 1.3249 = Total \$133.76 patch existing plumbing stub in floor	
6	05 05 23 00-1166			EA	12-24 x 2", Hex Washer Head, Teks® 5 Self Drilling Screw	\$524.21
					Quantity Installation 146.00 x Unit Price 2.71 x Factor 1.3249 = Total \$524.21 Fastening uni-strut for blocking 1 per stud crossing and on ends	
7	05 05 23 00-1168			EA	1/4"-28 x 4", Hex Washer Head, Teks® 5 Self Drilling Screw	\$2,524.73
					Quantity Installation 480.00 x Unit Price 3.97 x Factor 1.3249 = Total \$2,524.73 Fastening for 120 boards averaging 4 screws per board	

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Carpentry</b>						
8	05 43 00 00-0003			LF	1-5/8" Wide x 1-5/8" High, 12 Gauge, Steel Unistrut Channel	\$1,576.50
					Quantity	Unit Price
				Installation	146.00 x	8.15 x
						Factor 1.3249 =
						Total \$1,576.50
					Best fit for 2x Blocking for all wall mounted fixtures, cabinets and reclaimed wood accent walls	
9	05 43 00 00-0003	0036		LF	For Galvanizing, Add	\$154.75
					Quantity	Unit Price
				Installation	146.00 x	0.80 x
						Factor 1.3249 =
						Total \$154.75
10	06 01 20 91-0002			SF	Restoration Of Existing Decorative Woodwork Includes stripping to bare wood , filling or patching, stain or paint to match existing.	\$1,789.12
					Quantity	Unit Price
				Installation	269.00 x	5.02 x
						Factor 1.3249 =
						Total \$1,789.12
					Treating reclaimed wood	
11	06 05 23 00-0010			EA	9-3/8" High x 2-1/2" Wide x 2-1/2" Deep, 10 Gauge, Hold Downs, (Simpson Strong Tie® HD5B)	\$116.96
					Quantity	Unit Price
				Installation	2.00 x	44.14 x
						Factor 1.3249 =
						Total \$116.96
					Hold Downs for wall framing per plan 5H/A1.1	
12	06 05 23 00-0193			EA	1-1/4" Wide x 36" Long, 20 Gauge, Strap Tie (Simpson Strong Tie® LSTA36)	\$35.53
					Quantity	Unit Price
				Installation	6.00 x	4.47 x
						Factor 1.3249 =
						Total \$35.53
					Straps for wall framing for pass through window per plan 1D/A4.1	
13	06 11 16 00-0062			SF	2" x 6" Wood Wall Framing At 16" On Center	\$410.32
					Quantity	Unit Price
				Installation	190.00 x	1.63 x
						Factor 1.3249 =
						Total \$410.32
					framing per plan	
14	06 11 16 00-0062	0002		SF	For Up To 200, Add	\$135.93
					Quantity	Unit Price
				Installation	190.00 x	0.54 x
						Factor 1.3249 =
						Total \$135.93
15	06 18 13 00-0022			LF	5-1/2" x 12" Glue Laminated Straight Beam	\$406.59
					Quantity	Unit Price
				Installation	16.00 x	19.18 x
						Factor 1.3249 =
						Total \$406.59
					header for doorways	
16	06 41 13 00-0005			EA	Up To 15" Width, 34-1/2" High x 24" Deep Base Cabinet Prefinished with solid hardwood face frames, hardwood door frames and drawer fronts. Hardwood veneer on raised door panels. Excludes top.	\$722.55
					Quantity	Unit Price
				Installation	2.00 x	272.68 x
						Factor 1.3249 =
						Total \$722.55
					cabinets per plan	
17	06 41 13 00-0005	0060		EA	For ADA Cabinet Units (Includes All ADA Hardware), Add	\$115.05
					Quantity	Unit Price
				Installation	2.00 x	43.42 x
						Factor 1.3249 =
						Total \$115.05

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Carpentry</b>						
18	06 41 13 00-0005	0066	EA		For Premium Grade, Add	\$287.64
				Installation	Quantity 2.00 x Unit Price 108.55 x Factor 1.3249 = Total \$287.64	
19	06 41 13 00-0006		EA		>15" To 18" Width, 34-1/2" High x 24" Deep Base Cabinet Prefinished with solid hardwood face frames, hardwood door frames and drawer fronts. Hardwood veneer on raised door panels. Excludes top.	\$397.81
				Installation	Quantity 1.00 x Unit Price 300.26 x Factor 1.3249 = Total \$397.81	
					cabinets per plan	
20	06 41 13 00-0006	0060	EA		For ADA Cabinet Units (Includes All ADA Hardware), Add	\$61.49
				Installation	Quantity 1.00 x Unit Price 46.41 x Factor 1.3249 = Total \$61.49	
21	06 41 13 00-0006	0066	EA		For Premium Grade, Add	\$153.74
				Installation	Quantity 1.00 x Unit Price 116.04 x Factor 1.3249 = Total \$153.74	
22	06 41 13 00-0024		EA		>33"-36" Wide, 34-1/2" High x 24" Deep 2-Drawer/2-Door Cabinet Prefinished with solid hardwood face frames, hardwood door frames and drawer fronts. Hardwood veneer on raised door panels. Excludes top.	\$1,955.39
				Installation	Quantity 3.00 x Unit Price 491.96 x Factor 1.3249 = Total \$1,955.39	
					cabinets per plan	
23	06 41 13 00-0024	0060	EA		For ADA Cabinet Units (Includes All ADA Hardware), Add	\$297.55
				Installation	Quantity 3.00 x Unit Price 74.86 x Factor 1.3249 = Total \$297.55	
24	06 41 13 00-0024	0066	EA		For Premium Grade, Add	\$743.87
				Installation	Quantity 3.00 x Unit Price 187.15 x Factor 1.3249 = Total \$743.87	
25	06 41 13 00-0051		EA		Up To 24" Wide, 36" High x 13" Deep Double Door Wall Cabinet Prefinished with solid hardwood face frames, hardwood door frames. Hardwood veneer on raised door panels.	\$394.21
				Installation	Quantity 1.00 x Unit Price 297.54 x Factor 1.3249 = Total \$394.21	
					cabinets per plan	
26	06 41 13 00-0051	0063	EA		For Plastic Laminate On Particle Board, Deduct (Plastic Laminate On Hardwood For Doors)	\$-59.59
				Installation	Quantity 1.00 x Unit Price -44.98 x Factor 1.3249 = Total \$-59.59	
27	06 41 13 00-0051	0066	EA		For Premium Grade, Add	\$149.00
				Installation	Quantity 1.00 x Unit Price 112.46 x Factor 1.3249 = Total \$149.00	

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Carpentry</b>						
28	06 41 13 00-0058			EA	Up To 12" Wide, 30" High x 13" Deep Single Door Wall Cabinet Prefinished with solid hardwood face frames, hardwood door frames. Hardwood veneer on raised door panels.	\$240.42
				Installation	Quantity 1.00 x Unit Price 181.46 x Factor 1.3249 = Total \$240.42	
29	06 41 13 00-0058	0063		EA	For Plastic Laminate On Particle Board, Deduct (Plastic Laminate On Hardwood For Doors)	\$-35.04
				Installation	Quantity 1.00 x Unit Price -26.45 x Factor 1.3249 = Total \$-35.04	
30	06 41 13 00-0058	0066		EA	For Premium Grade, Add	\$87.62
				Installation	Quantity 1.00 x Unit Price 66.13 x Factor 1.3249 = Total \$87.62	
31	06 41 13 00-0102			EA	Double Oven Cabinet Prefinished with solid hardwood face frames, hardwood door frames.	\$383.60
				Installation	Quantity 1.00 x Unit Price 289.53 x Factor 1.3249 = Total \$383.60	
32	06 41 13 00-0102	0063		EA	For Plastic Laminate On Particle Board, Deduct (Plastic Laminate On Hardwood For Doors)	\$-60.42
				Installation	Quantity 1.00 x Unit Price -45.60 x Factor 1.3249 = Total \$-60.42	
33	06 41 13 00-0102	0066		EA	For Premium Grade, Add	\$151.04
				Installation	Quantity 1.00 x Unit Price 114.00 x Factor 1.3249 = Total \$151.04	
34	06 42 19 00-0002			SF	1/16" Plastic Laminate Faced Panel Includes cutting to fit.	\$1,725.13
				Installation	Quantity 208.00 x Unit Price 6.26 x Factor 1.3249 = Total \$1,725.13	
35	06 46 13 00-0004			LF	2-1/2" Wide Pine Complete Door And Window Trim	\$592.97
				Installation	Quantity 134.00 x Unit Price 3.34 x Factor 1.3249 = Total \$592.97	
36	06 46 23 00-0002			LF	5/8" x 2-1/2" White Pine Shaped Chair Rail	\$272.27
				Installation	Quantity 50.00 x Unit Price 4.11 x Factor 1.3249 = Total \$272.27	
37	06 46 29 00-0011			LF	2" x 6" Trim, Exterior, Pine, Resawn Fascia	\$4,161.67
				Installation	Quantity 768.00 x Unit Price 4.09 x Factor 1.3249 = Total \$4,161.67	

JOC Job Order Package - LAK-301-0033.00



Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description					Line Total
Carpentry										
38	08 14 73 00-0042			EA	4' Wide, Two 2'-0" x 7' x 1-3/4" Thick, Hollow Core (HC), Birch Faced Wood Pocket Door					\$1,692.29
					Installation	Quantity	Unit Price	Factor	Total	
						1.00	1,277.30	x	1.3249 =	\$1,692.29
					Best fit for 4ft. barn door.					
39	08 14 73 00-0042	0078		EA	For Oak, Add					\$369.49
					Installation	Quantity	Unit Price	Factor	Total	
						1.00	278.88	x	1.3249 =	\$369.49
40	08 17 23 00-0038			EA	3' x 7' x 1-3/8" Prehung Solid Core, Birch Faced Door					\$1,727.13
					Installation	Quantity	Unit Price	Factor	Total	
						3.00	434.53	x	1.3249 =	\$1,727.13
					Doors for closet and bathroom					
41	08 71 23 00-2220			EA	Surface Mounted Standard Duty Door Closer (LCN 1460 Series)					\$736.62
					Installation	Quantity	Unit Price	Factor	Total	
						2.00	277.99	x	1.3249 =	\$736.62
					closer per plans					
42	08 71 23 00-2220	0200		EA	For Delayed Action, Add					\$33.39
					Installation	Quantity	Unit Price	Factor	Total	
						2.00	12.60	x	1.3249 =	\$33.39
43	08 71 23 00-2220	0201		EA	For AVB (5 LB Per Push), Add					\$17.49
					Installation	Quantity	Unit Price	Factor	Total	
						2.00	6.60	x	1.3249 =	\$17.49
44	08 71 23 00-2220	0203		EA	For Shock Absorbing Arm, Add					\$52.47
					Installation	Quantity	Unit Price	Factor	Total	
						2.00	19.80	x	1.3249 =	\$52.47
45	08 71 23 00-2220	0204		EA	For Hold Open Arm, Add					\$36.57
					Installation	Quantity	Unit Price	Factor	Total	
						2.00	13.80	x	1.3249 =	\$36.57
46	08 71 23 00-2241			EA	Bath/Bedroom Privacy F02 Mortise Lockset Locked with thumb knob inside.					\$2,167.84
					Installation	Quantity	Unit Price	Factor	Total	
						3.00	545.41	x	1.3249 =	\$2,167.84
47	09 29 00 00-0006			SF	5/8" Gypsum Board					\$469.54
					Installation	Quantity	Unit Price	Factor	Total	
						260.00	1.24	x	1.3249 =	\$427.15
					Demolition	80.00	0.40	x	1.3249 =	\$42.40
					bathroom and hallway					
48	09 29 00 00-0006	0047		SF	For Times When The Shortest Distance From Corner to Corner Is <3', Add					\$141.23
					Installation	Quantity	Unit Price	Factor	Total	
						260.00	0.41	x	1.3249 =	\$141.23

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description					Line Total
Carpentry										
49	09 29 00 00-0006	0061		SF	For >128 To 320, Add					\$86.12
					Quantity	Unit Price	Factor	Total		
				Installation	260.00 x	0.25 x	1.3249 =	\$86.12		
50	09 29 00 00-0025			SF	5/8" Moisture Resistant Gypsum Board					\$291.90
					Quantity	Unit Price	Factor	Total		
				Installation	144.00 x	1.53 x	1.3249 =	\$291.90		
				bathroom						
51	09 29 00 00-0025	0047		SF	For Times When The Shortest Distance From Corner to Corner Is <3', Add					\$78.22
					Quantity	Unit Price	Factor	Total		
				Installation	144.00 x	0.41 x	1.3249 =	\$78.22		
52	09 29 00 00-0025	0061		SF	For >128 To 320, Add					\$53.42
					Quantity	Unit Price	Factor	Total		
				Installation	144.00 x	0.28 x	1.3249 =	\$53.42		
53	09 29 00 00-0056			SF	Up To 10' High, Walls, Tape, Spackle And Finish Gypsum Board					\$272.98
					Quantity	Unit Price	Factor	Total		
				Installation	404.00 x	0.51 x	1.3249 =	\$272.98		
				drywall finish						
54	09 29 00 00-0056	0051		SF	For >128 To 320, Add					\$64.23
					Quantity	Unit Price	Factor	Total		
				Installation	404.00 x	0.12 x	1.3249 =	\$64.23		
55	09 29 00 00-0056	0056		SF	For ASTM C840 Level 5 High Quality Finish, Add					\$72.50
					Quantity	Unit Price	Factor	Total		
				Installation	144.00 x	0.38 x	1.3249 =	\$72.50		
56	09 29 00 00-0065			LF	Up To 10' High, Horizontal Corners, Tape, Spackle And Finish Gypsum Board					\$28.14
					Quantity	Unit Price	Factor	Total		
				Installation	18.00 x	1.18 x	1.3249 =	\$28.14		
				drywall finish						
57	09 29 00 00-0065	0056		LF	For ASTM C840 Level 5 High Quality Finish, Add					\$20.75
					Quantity	Unit Price	Factor	Total		
				Installation	18.00 x	0.87 x	1.3249 =	\$20.75		
58	09 81 16 00-0018			SF	5-1/2" Thick, Kraft Faced Sound Attenuation Batt					\$163.33
					Quantity	Unit Price	Factor	Total		
				Installation	134.00 x	0.92 x	1.3249 =	\$163.33		
				Insulation in news walls						
59	09 91 23 00-0062			SF	Paint Interior Plaster/Drywall Walls, 1 Coat Primer, Brush/Roller Work					\$240.87
					Quantity	Unit Price	Factor	Total		
				Installation	404.00 x	0.45 x	1.3249 =	\$240.87		
				paint finish						

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description					Line Total
Carpentry										
60	09 91 23 00-0062	0290		SF	For >250 To 500, Add					\$32.12
					Installation	Quantity	Unit Price	Factor	Total	
						404.00	x 0.06	x 1.3249 =	\$32.12	
61	09 91 23 00-0064			SF	Paint Interior Plaster/Drywall Walls, 2 Coats Paint, Brush/Roller Work					\$476.38
					Installation	Quantity	Unit Price	Factor	Total	
						404.00	x 0.89	x 1.3249 =	\$476.38	
					2 coats of finish paint					
62	09 91 23 00-0064	0290		SF	For >250 To 500, Add					\$58.88
					Installation	Quantity	Unit Price	Factor	Total	
						404.00	x 0.11	x 1.3249 =	\$58.88	
63	09 91 23 00-0119			SF	Paint Interior Wood Walls, 2 Coats Paint, Brush/Roller Work					\$337.58
					Installation	Quantity	Unit Price	Factor	Total	
						260.00	x 0.98	x 1.3249 =	\$337.58	
					Best Fit for fishing wood panels					
64	09 91 23 00-0119	0290		SF	For >250 To 500, Add					\$44.78
					Installation	Quantity	Unit Price	Factor	Total	
						260.00	x 0.13	x 1.3249 =	\$44.78	
65	10 57 43 00-0003			EA	24" x 24" x 68" Plastic Laminate Dormitory Wardrobe Unit With Door					\$1,178.79
					Installation	Quantity	Unit Price	Factor	Total	
						1.00	x 889.72	x 1.3249 =	\$1,178.79	
					Best fit for refrigerator cabinet					
66	10 57 43 00-0003	0116		EA	For Custom Made Units, Add					\$589.85
					Installation	Quantity	Unit Price	Factor	Total	
						1.00	x 445.20	x 1.3249 =	\$589.85	
67	11 30 13 13-0014			EA	30" Venting Range Hood (Broan 40000)					\$215.07
					Installation	Quantity	Unit Price	Factor	Total	
						1.00	x 162.33	x 1.3249 =	\$215.07	
					kitchen accessories					
68	11 30 13 13-0014	0021		EA	For Stainless Steel, Add					\$15.62
					Installation	Quantity	Unit Price	Factor	Total	
						1.00	x 11.79	x 1.3249 =	\$15.62	
69	11 42 16 00-0020			EA	21-1/4" x 27-1/2" x 41" Galvanized Mobile Table With Galvanized Top					\$2,228.75
					Installation	Quantity	Unit Price	Factor	Total	
						1.00	x 1,682.20	x 1.3249 =	\$2,228.75	
					Best fit for fabricated Cart					
70	12 36 61 16-0004			SF	1/2" Solid Polyester (Corian) Countertop, Group B Colors Quantity based on area of counter, backsplash and apron. Includes drilling holes for fixtures and 1-1/2" drop edge with 1/8" radius edges (when apron not used).					\$4,376.54
					Installation	Quantity	Unit Price	Factor	Total	
						78.00	x 42.35	x 1.3249 =	\$4,376.54	
					Countertop per plan					

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Carpentry</b>						
71	12 36 61 16-0004	0012	SF		For >50 To 100, Add	\$836.04
				Installation	Quantity 78.00 x Unit Price 8.09 x Factor 1.3249 = Total \$836.04	
72	12 36 61 16-0004	0014	SF		For Group C Color Material, Add	\$394.77
				Installation	Quantity 78.00 x Unit Price 3.82 x Factor 1.3249 = Total \$394.77	
73	12 36 61 16-0004	0016	SF		For Each LF Of Half Round Edge, Add	\$826.74
				Installation	Quantity 78.00 x Unit Price 8.00 x Factor 1.3249 = Total \$826.74	
74	12 36 61 16-0004	0018	SF		For Each LF Of Machining A Cove At Backsplash, Add	\$490.21
				Installation	Quantity 37.00 x Unit Price 10.00 x Factor 1.3249 = Total \$490.21	
75	12 36 61 16-0004	0019	SF		For Each Sink, Range Or Vanity Cutout, Add	\$19.87
				Installation	Quantity 1.00 x Unit Price 15.00 x Factor 1.3249 = Total \$19.87	
76	23 33 13 16-0186		EA		12" x 12" Louver Type Fire Damper, Steel Construction, UL Listed, 1-1/2 Hour Rated	\$110.70
				Installation	Quantity 1.00 x Unit Price 83.55 x Factor 1.3249 = Total \$110.70	
					per RCP note on A4.1	
<b>Subtotal for Carpentry:</b>						<b>\$43,300.55</b>
<b>Electrical</b>						
77	23 82 39 19-0019		EA		1,000, 1,500 Or 2,000 Watt Surface Mounted Electric Wall Heater	\$832.51
				Installation	Quantity 2.00 x Unit Price 314.18 x Factor 1.3249 = Total \$832.51	
					per RCP note on A4.1	
78	26 01 20 91-0003		EA		Lock Out/Tag Out Breaker Or Motor Starter	\$81.32
				Installation	Quantity 3.00 x Unit Price 20.46 x Factor 1.3249 = Total \$81.32	
					safety	
79	26 01 50 52-0061		EA		4 Lamp, 25 Watt, Instant Start, T8 Fluorescent Electronic Ballast	\$37.95
				Installation	Quantity 0.00 x Unit Price 47.80 x Factor 1.3249 = Total \$0.00	
				Demolition	Quantity 1.00 x Unit Price 28.64 x Factor 1.3249 = Total \$37.95	
					Demo existing lights	
80	26 05 19 16-0280		MLF		#12 AWG Cable - Type THHN-THWN 600 Volt Copper, Single Stranded, Placed In Conduit	\$1,146.61
				Installation	Quantity 1.50 x Unit Price 557.91 x Factor 1.3249 = Total \$1,108.76	
				Demolition	Quantity 0.20 x Unit Price 142.82 x Factor 1.3249 = Total \$37.84	
					New cable	

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description					Line Total
Electrical										
81	26 05 19 16-0281			MLF	#10 AWG Cable - Type THHN-THWN 600 Volt Copper, Single Stranded, Placed In Conduit					\$911.17
					Installation	Quantity	Unit Price	Factor	Total	
					New cable	1.00	687.73	x 1.3249 =	\$911.17	
82	26 05 19 16-0282			MLF	#8 AWG Cable - Type THHN-THWN 600 Volt Copper, Single Stranded, Placed In Conduit					\$635.42
					Installation	Quantity	Unit Price	Factor	Total	
					New cable	0.50	959.20	x 1.3249 =	\$635.42	
83	26 05 29 00-0245			EA	Snap On, Switch And Outlet Box Support (Caddy MSF)					\$3.41
					Installation	Quantity	Unit Price	Factor	Total	
					For outlets	1.00	2.57	x 1.3249 =	\$3.40	
84	26 05 33 13-0599			LF	2-1/2" Electrical Metallic Tubing (EMT) Conduit					\$0.00
					Installation	Quantity	Unit Price	Factor	Total	
					Conduit for wire	0.00	10.78	x 1.3249 =	\$0.00	
85	26 05 33 13-0605			EA	1/2" Electrical Metallic Tubing (EMT) Set Screw Coupling					\$215.35
					Installation	Quantity	Unit Price	Factor	Total	
					Conduit coupler	42.00	3.87	x 1.3249 =	\$215.35	
86	26 05 33 13-2238			LF	1/2" Flexible Liquid Tight Metallic Conduit					\$1,158.63
					Installation	Quantity	Unit Price	Factor	Total	
					Demolition	250.00	3.32	x 1.3249 =	\$1,099.67	
					Conduit	50.00	0.89	x 1.3249 =	\$58.96	
87	26 05 33 16-0004			EA	2-1/8" Depth, 4" Square Steel Box					\$741.76
					Installation	Quantity	Unit Price	Factor	Total	
					mounting box	21.00	26.66	x 1.3249 =	\$741.76	
88	26 05 33 16-0042			EA	5/8" Depth, 1 Gang, 4-11/16" Square Steel Mud Ring					\$289.36
					Installation	Quantity	Unit Price	Factor	Total	
					mud ring for boxes	21.00	10.40	x 1.3249 =	\$289.36	
89	26 05 33 16-0089			EA	3 Device, 2-1/2" Depth, 4-1/2" Steel Gang Box					\$56.18
					Installation	Quantity	Unit Price	Factor	Total	
						1.00	42.40	x 1.3249 =	\$56.18	

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Electrical</b>						
90	26 05 33 16-0313			EA	20AMP Duplex Receptacles (Wiremold 68REC) Two (2) proprietary 20AMP duplex power receptacles with mounting plates. Designed to fit in either of the two side compartments in both the 6ATC and the 8ATC Series Poke-Thru Devices. Receptacle can be wired as a standard or isolated ground device.	\$44.83
					Quantity	Unit Price
				Installation	1.00 x	33.84 x
						Factor 1.3249 =
						Total \$44.83
91	26 09 23 00-0197			EA	450 SF, 360 Degree, Passive Infrared, Ceiling Mounted, Wired Occupancy Sensor (Encelium SCP-0450) Excludes GB II cable.	\$513.64
					Quantity	Unit Price
				Installation	2.00 x	193.84 x
						Factor 1.3249 =
						Total \$513.64
92	26 09 23 00-0206			EA	Passive Infrared, Wall Switch Mounted, Wired Occupancy Sensor (Encelium PW-100-24) Excludes GB II cable.	\$520.79
					Quantity	Unit Price
				Installation	2.00 x	196.54 x
						Factor 1.3249 =
						Total \$520.79
93	26 24 19 00-0869			EA	60 A / 2 Pole - 100 A / 2 Pole Bolt-On Branch Circuit Breaker	\$79.19
					Quantity	Unit Price
				Installation	1.00 x	59.77 x
						Factor 1.3249 =
						Total \$79.19
94	26 24 19 00-0870			EA	15 A / 3 Pole - 50 A / 3 Pole Bolt-On Branch Circuit Breaker	\$278.35
					Quantity	Unit Price
				Installation	3.00 x	70.03 x
						Factor 1.3249 =
						Total \$278.35
95	26 27 26 00-0120			EA	20 Amp, 125 Volt Duplex Ground Fault Circuit Interrupter (GFCI), Specification Grade Tamper Resistant Receptacle Pass & Seymour 2095-TRS.	\$928.89
					Quantity	Unit Price
				Installation	15.00 x	46.74 x
						Factor 1.3249 =
						Total \$928.89
96	26 27 26 00-0248			EA	2 Gang, 302 Stainless Steel Switch Plate With Satin Finish	\$25.89
					Quantity	Unit Price
				Installation	2.00 x	9.77 x
						Factor 1.3249 =
						Total \$25.89
97	26 27 26 00-0254			EA	2 Gang, 302 Stainless Steel Duplex Receptacle Wall Plate With Satin Finish	\$248.88
					Quantity	Unit Price
				Installation	17.00 x	11.05 x
						Factor 1.3249 =
						Total \$248.88
98	26 51 13 00-0329			EA	2' Length, 2,200 Lumens, Surface Mount, Volumetric LED Fixture (Lithonia STL2)	\$895.63
					Quantity	Unit Price
				Installation	2.00 x	338.00 x
						Factor 1.3249 =
						Total \$895.63

JOC Job Order Package - LAK-301-0033.00



Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Electrical</b>						
99	26 51 13 00-0353			EA	500 Lumens, 4" Diameter, Recessed LED Downlight With Open Trim (Lightolier C4L05DL)	\$873.40
					Installation	
					Quantity 2.00 x Unit Price 329.61 x Factor 1.3249 =	Total \$873.40
					New lighting	
<b>Subtotal for Electrical:</b>						<b>\$10,519.16</b>
<b>General Conditions</b>						
100	01 22 20 00-0015			HR	Laborer For tasks not included in the Construction Task Catalog® and as directed by owner only.	\$2,941.81
					Installation	
					Quantity 40.00 x Unit Price 55.51 x Factor 1.3249 =	Total \$2,941.81
					Laborer to assist Carpenter to sort through reclaimed wood to trim and custom cut each piece to make sure they go into best spot on the layout by the condition of each individual piece (120) layout of backing material for the accent wall.	
101	01 56 16 00-0047			SF	1/2" Plywood For Temporary Floor Protection	\$662.45
					Installation	
					Quantity 400.00 x Unit Price 1.25 x Factor 1.3249 =	Total \$662.45
					Floor Protection	
102	01 74 19 00-0014			EA	20 CY Dumpster (3 Ton) "Construction Debris" Includes delivery of dumpster, rental cost, pick-up cost, hauling, and disposal fee. Non-hazardous material.	\$833.36
					Installation	
					Quantity 1.00 x Unit Price 629.00 x Factor 1.3249 =	Total \$833.36
					For construction Debris	
<b>Subtotal for General Conditions:</b>						<b>\$4,437.62</b>
<b>Plumbing</b>						
103	02 41 19 13-0027			EA	Drill 2" Diameter Core In Up To 4" Concrete	\$48.50
					Installation	
					Quantity 1.00 x Unit Price 36.61 x Factor 1.3249 =	Total \$48.50
					piping into building	
104	07 65 33 00-0003			EA	Neoprene Roof Boot For 3" Diameter Pipe	\$83.57
					Installation	
					Quantity 2.00 x Unit Price 31.54 x Factor 1.3249 =	Total \$83.57
					For roof penetrations	
105	10 28 13 13-0038			EA	Two Roll, Surface Mounted, Stainless Steel Toilet Tissue Dispenser (Bobrick Classic B-2888)	\$224.41
					Installation	
					Quantity 2.00 x Unit Price 84.69 x Factor 1.3249 =	Total \$224.41
					bathroom accessories per plan	

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Plumbing</b>						
106	10 28 13 13-0129			EA	18" Length, 1-1/2" Diameter, Stainless Steel Grab Bar (Bobrick B-6806x18)	\$189.35
					Quantity	Unit Price
				Installation	2.00 x	71.46 x
						Factor
						1.3249 =
						Total
						\$189.35
					bathroom accessories per plan	
107	10 28 13 13-0129	0114		EA	For Peened Grip, Add	\$11.34
					Quantity	Unit Price
				Installation	2.00 x	4.28 x
						Factor
						1.3249 =
						Total
						\$11.34
108	10 28 13 13-0133			EA	42" Length, 1-1/2" Diameter, Stainless Steel Grab Bar (Bobrick B-6806x42)	\$207.40
					Quantity	Unit Price
				Installation	2.00 x	78.27 x
						Factor
						1.3249 =
						Total
						\$207.40
					bathroom accessories per plan	
109	10 28 13 13-0133	0114		EA	For Peened Grip, Add	\$12.96
					Quantity	Unit Price
				Installation	2.00 x	4.89 x
						Factor
						1.3249 =
						Total
						\$12.96
110	10 28 13 13-0288			EA	18" x 24", Surface Mounted, Stainless Steel Channel Frame Glass Mirror (Bobrick B-165 1824)	\$225.60
					Quantity	Unit Price
				Installation	2.00 x	85.14 x
						Factor
						1.3249 =
						Total
						\$225.60
					Mirror for Restrooms	
111	22 07 19 00-0145			LF	2" Diameter Pipe, 1" Thick Foamglas Insulation	\$363.09
					Quantity	Unit Price
				Installation	15.00 x	18.27 x
						Factor
						1.3249 =
						Total
						\$363.09
					pipe insulation for plumbing below sinks.	
112	22 11 16 00-0853			LF	1" Cross-Linked Polyethylene Tubing	\$860.52
					Quantity	Unit Price
				Installation	150.00 x	4.33 x
						Factor
						1.3249 =
						Total
						\$860.52
					Pex tubing for running water	
113	22 11 16 00-0861			EA	1" x 1", (PE x Threaded) Forged Brass Male Adapter For PEX Tubing	\$128.25
					Quantity	Unit Price
				Installation	4.00 x	24.20 x
						Factor
						1.3249 =
						Total
						\$128.25
					Brass adapters	
114	22 11 16 00-0861			EA	1" x 1", (PE x Threaded) Forged Brass Male Adapter For PEX Tubing	\$256.50
					Quantity	Unit Price
				Installation	8.00 x	24.20 x
						Factor
						1.3249 =
						Total
						\$256.50
					Brass adapters	
115	22 11 16 00-0885			EA	1" Forged Brass Reducing Tee For PEX Tubing	\$335.36
					Quantity	Unit Price
				Installation	8.00 x	31.64 x
						Factor
						1.3249 =
						Total
						\$335.36
					Brass adapters	

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Plumbing</b>						
116	22 13 13 00-0044			EA	Tank Type Floor Mounted Water Closet, Single Fixture Rough-In, Polyvinyl Chloride (PVC) Waste And Vent Pipe Includes polyvinyl chloride (PVC) waste and vent pipe and copper domestic supply. Excludes fixture.	\$919.90
					<div> <div>Quantity</div> <div>Unit Price</div> <div>Factor</div> <div>Total</div> </div>	
				Installation	2.00 x 347.16 x 1.3249 =	\$919.90
					toilets (ADA?)	
117	22 13 13 00-0046			EA	Wall Mounted Lavatory, Single Fixture Rough-In, Polyvinyl Chloride (PVC) Waste And Vent Pipe Includes polyvinyl chloride (PVC) waste and vent pipe and copper domestic supply. Excludes fixture, carrier and faucet.	\$612.32
					<div> <div>Quantity</div> <div>Unit Price</div> <div>Factor</div> <div>Total</div> </div>	
				Installation	2.00 x 231.08 x 1.3249 =	\$612.32
					sink RI (ADA?)	
118	22 13 13 00-0047			EA	Countertop Kitchen Sink, Single Fixture Rough-In, Polyvinyl Chloride (PVC) Waste And Vent Pipe Includes polyvinyl chloride (PVC) waste and vent pipe and copper domestic supply. Excludes fixture and faucet.	\$436.97
					<div> <div>Quantity</div> <div>Unit Price</div> <div>Factor</div> <div>Total</div> </div>	
				Installation	1.00 x 329.81 x 1.3249 =	\$436.97
					rough in	
119	22 13 13 00-0050			EA	Floor Mounted Service Sink, Single Fixture Rough-In, Polyvinyl Chloride (PVC) Waste And Vent Pipe Includes polyvinyl chloride (PVC) waste and vent pipe and copper domestic supply. Excludes fixture and faucet.	\$459.95
					<div> <div>Quantity</div> <div>Unit Price</div> <div>Factor</div> <div>Total</div> </div>	
				Installation	1.00 x 347.16 x 1.3249 =	\$459.95
					rough in for mop sink	
120	22 13 16 00-0506			LF	1-1/2" Schedule 40 Polyvinyl Chloride (PVC) DWV Pipe Assembly Includes all fittings, couplings and hangers. Fittings are assumed every 10'. Not for use where detail is available.	\$660.20
					<div> <div>Quantity</div> <div>Unit Price</div> <div>Factor</div> <div>Total</div> </div>	
				Installation	30.00 x 16.61 x 1.3249 =	\$660.20
					waste vent	
121	22 13 16 00-0507			LF	2" Schedule 40 Polyvinyl Chloride (PVC) DWV Pipe Assembly Includes all fittings, couplings and hangers. Fittings are assumed every 10'. Not for use where detail is available.	\$2,439.14
					<div> <div>Quantity</div> <div>Unit Price</div> <div>Factor</div> <div>Total</div> </div>	
				Installation	100.00 x 18.41 x 1.3249 =	\$2,439.14
					Vent piping	
122	22 13 16 00-0508			LF	3" Schedule 40 Polyvinyl Chloride (PVC) DWV Pipe Assembly Includes all fittings, couplings and hangers. Fittings are assumed every 10'. Not for use where detail is available.	\$3,136.04
					<div> <div>Quantity</div> <div>Unit Price</div> <div>Factor</div> <div>Total</div> </div>	
				Installation	100.00 x 23.67 x 1.3249 =	\$3,136.04
					kitchen and bathroom waste piping	

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description					Line Total
Plumbing										
123	22 13 16 00-0533			EA	2" Polyvinyl Chloride (PVC) DWV 1/4 Bends					\$503.41
					Quantity	Unit Price	Factor		Total	
					Installation 14.00 x	27.14 x	1.3249 =		\$503.41	
					plumbing fittings per plumbing diagram A4-1.					
124	22 13 16 00-0534			EA	3" Polyvinyl Chloride (PVC) DWV 1/4 Bends					\$103.63
					Quantity	Unit Price	Factor		Total	
					Installation 2.00 x	39.11 x	1.3249 =		\$103.63	
					plumbing fittings per plumbing diagram A4-1.					
125	22 13 16 00-0567			EA	3" x 3" x 2" Polyvinyl Chloride (PVC) DWV Reducing Sanitary Tees					\$211.22
					Quantity	Unit Price	Factor		Total	
					Installation 3.00 x	53.14 x	1.3249 =		\$211.22	
					plumbing fittings per drawing					
126	22 13 16 00-0592			EA	1-1/2" Polyvinyl Chloride (PVC) DWV P-Traps					\$135.90
					Quantity	Unit Price	Factor		Total	
					Installation 3.00 x	34.19 x	1.3249 =		\$135.89	
					Ptraps for sinks					
127	22 13 16 00-0655			EA	4" Polyvinyl Chloride (PVC) DWV Cleanout Adapters With Plug					\$159.92
					Quantity	Unit Price	Factor		Total	
					Installation 2.00 x	60.35 x	1.3249 =		\$159.92	
					Cleanouts					
128	22 13 16 00-0659			EA	2" Polyvinyl Chloride (PVC) Couplings					\$639.13
					Quantity	Unit Price	Factor		Total	
					Installation 18.00 x	26.80 x	1.3249 =		\$639.13	
129	22 13 16 00-0660			EA	3" Polyvinyl Chloride (PVC) Couplings					\$297.39
					Quantity	Unit Price	Factor		Total	
					Installation 6.00 x	37.41 x	1.3249 =		\$297.39	
130	22 13 16 00-0661			EA	4" Polyvinyl Chloride (PVC) Couplings					\$238.11
					Quantity	Unit Price	Factor		Total	
					Installation 4.00 x	44.93 x	1.3249 =		\$238.11	
131	22 13 16 00-0671			EA	1-1/2", Cut And Prepare Existing Polyvinyl Chloride (PVC) DWV Pipe					\$77.90
					Quantity	Unit Price	Factor		Total	
					Installation 10.00 x	5.88 x	1.3249 =		\$77.90	
					Pipe cuts and prep					
132	22 13 16 00-0672			EA	2", Cut And Prepare Existing Polyvinyl Chloride (PVC) DWV Pipe					\$154.06
					Quantity	Unit Price	Factor		Total	
					Installation 18.00 x	6.46 x	1.3249 =		\$154.06	
					Pipe cuts and prep					

JOC Job Order Package - LAK-301-0033.00

Contractor's Price Proposal - Category Detail Continues..

Job Order Number: LAK-301-0033.00

Job Order Title: Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Plumbing</b>						
133	22 13 16 00-0673			EA	3", Cut And Prepare Existing Polyvinyl Chloride (PVC) DWV Pipe	\$65.34
					Quantity	Unit Price
				Installation	6.00 x	8.22 x
						Factor
						1.3249 =
						Total
						\$65.34
					Pipe cuts and prep	
134	22 33 33 00-0002			EA	3 KW, 5 Gallon, Heavy Duty Electric Commercial Water Heater (DSE-5-3)	\$8,736.71
					Quantity	Unit Price
				Installation	2.00 x	3,297.12 x
						Factor
						1.3249 =
						Total
						\$8,736.71
					Best Fit for water heaters	
135	22 42 13 13-0005			EA	Flush Valve Type, Siphon Jet, Floor Mounted, Wall Outlet, Elongated Vitreous China Water Closet (American Standard Priolo®)	\$1,679.13
					Quantity	Unit Price
				Installation	2.00 x	633.68 x
						Factor
						1.3249 =
						Total
						\$1,679.13
					toilets	
136	22 42 16 13-0004			EA	20" x 18" Porcelain Enameled Cast Iron Wall Hung Lavatory (American Standard Regalyn™)	\$1,270.95
					Quantity	Unit Price
				Installation	2.00 x	479.64 x
						Factor
						1.3249 =
						Total
						\$1,270.95
					bathroom sinks	
137	22 42 16 16-0010			EA	33" x 21" x 7-1/2" Stainless Steel Kitchen Sink, Double Bowl, 20 Gauge (Elkay PSR3321)	\$1,874.20
					Quantity	Unit Price
				Installation	1.00 x	1,414.60 x
						Factor
						1.3249 =
						Total
						\$1,874.20
					Kitchen sink	
138	22 42 16 16-0045			EA	36" x 24" x 10" Plastic Composite Mop Service Sink With Combination Dome Strainer And Stainless Steel Lint Basket (Fiat Products MSB3624)	\$794.68
					Quantity	Unit Price
				Installation	1.00 x	599.80 x
						Factor
						1.3249 =
						Total
						\$794.68
					mop sink	
139	22 42 39 00-0005			EA	Top Cast Kitchen Faucet With Spray, Single Handle, Stainless Steel Finish (Delta 440 -SS-DST)	\$346.82
					Quantity	Unit Price
				Installation	1.00 x	261.77 x
						Factor
						1.3249 =
						Total
						\$346.82
					kitchen faucet	
140	22 42 39 00-0028			EA	4" Centerset Lavatory Faucet With Chrome Lever Handles (Delta 2529LF-HDM)	\$416.15
					Quantity	Unit Price
				Installation	2.00 x	157.05 x
						Factor
						1.3249 =
						Total
						\$416.15
					bathroom faucet	
141	22 42 39 00-0078			EA	7-1/4" Spout With Vacuum Break And Bottom Fork Brace, Wall Mount Service Sink Faucet, Stops In Integral Arm, Wrist Blade Handles (American Standard 8355.110)	\$526.52
					Quantity	Unit Price
				Installation	1.00 x	397.40 x
						Factor
						1.3249 =
						Total
						\$526.52
					Mopp sink faucet	

JOC Job Order Package - LAK-301-0033.00

**Contractor's Price Proposal - Category Detail Continues..****Job Order Number:** LAK-301-0033.00**Job Order Title:** Fort Steilacoom Park Pavilion Phase II- Restroom Improvements

Rec#	Sect.	Item	Mod.	UOM	Description	Line Total
<b>Plumbing</b>						
142	23 34 16 00-0242			EA	160 CFM, Ceiling/Wall Mounted, Polymeric Intake Grille, Side Discharge, Light Duty Exhaust Fan (Broan® 503)	\$461.81
					Installation	
				Quantity	Unit Price	Factor
				2.00	174.28	1.3249
				x	x	=
						Total
						\$461.81
					bathroom fan	

**Subtotal for Plumbing:** **\$30,304.34****Price Proposal Total** **\$88,561.67**

This proposal total represents the correct total for the proposal. Any discrepancy between line totals, sub-totals and the proposal total is due to rounding of the line totals and sub-totals

**The Percentage of NPP in this Price Proposal:** **0.00%****JOC Job Order Package - LAK-301-0033.00**





Job Order Contract

**Detailed Scope of Work**

---

**Date:** July 23, 2020 7:09 pm  
**Job Order No:** LAK-301-0033.00  
**Job Order Title:** Fort Steilacoom Park Pavilion Phase II- Restroom Improvements  
**Location:** 8741 87th Ave SW  
**Brief Scope:** Bathroom Renovation

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☐

Preliminary

☒

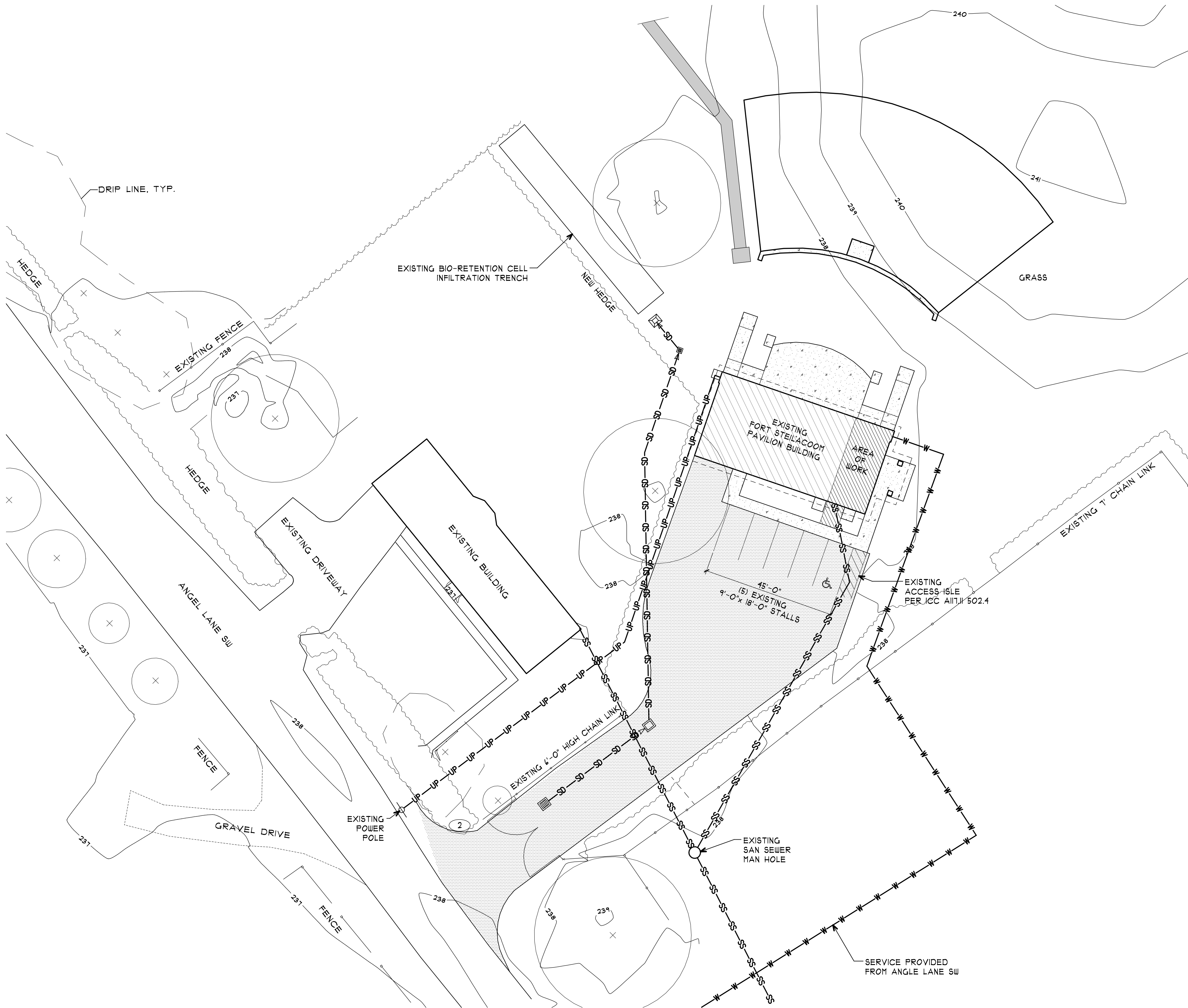
Final

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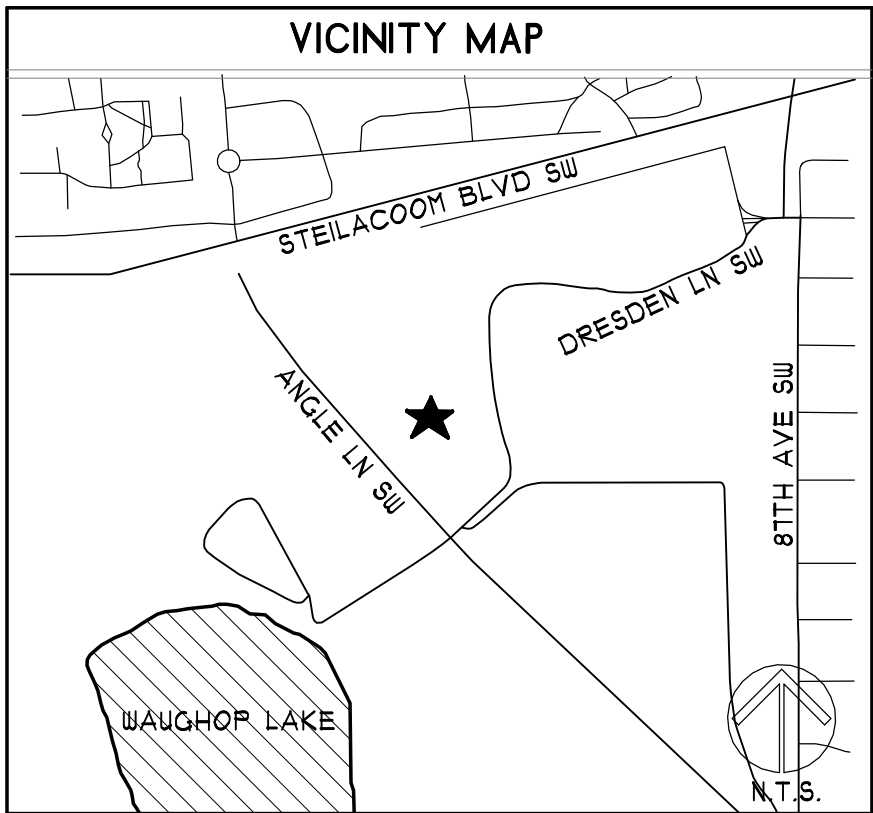
The following items detail the scope of work as discussed at the site. All requirements necessary to accomplish the items set forth below shall be considered part of this scope of work:

JOC Job Order Package - LAK-301-0033.00

FORT STEILACOOM PAVILION T.I.  
8714 87TH AVENUE, LAKEWOOD, WA 98498



**SITE PLAN**  
SCALE: 1" = 20'



**GENERAL PROJECT NOTES**

- CONTRACTOR TO FIELD VERIFY ALL EXISTING DIMENSIONS. REPORT DISCREPANCIES TO ARCHITECT PRIOR TO BEGINNING CONSTRUCTION.
- ARCHITECT AND ENGINEER SHALL BE NOTIFIED OF DISCREPANCIES IN THE CONTRACT DOCUMENTS TO DETERMINE COURSE OF ACTION PRIOR TO CONTRACTOR PERFORMING WORK RELATED TO SUCH AREA.
- ALL WORK TO BE PERFORMED ACCORDING TO 2015 I.B.C., CITY OF LAKEWOOD REQUIREMENTS, AND OTHER APPLICABLE CODES.
- REPAIR OR REPLACE ANY EXISTING ITEMS, WALLS, WINDOWS, FLOORING, OR OTHER ELEMENTS DAMAGED DURING CONSTRUCTION.
- ELECTRICAL WORK TO BE PERFORMED BY A LICENSED ELECTRICAL CONTRACTOR. ALL WORK TO COMPLY WITH APPLICABLE CODES AND REGULATIONS.
- SEE PROJECT SPECIFICATIONS FOR FURTHER INFORMATION.
- ALL WORK TO MEET OR EXCEED INDUSTRY STANDARDS FOR COMMERCIAL CONSTRUCTION.
- PROVIDE SOLID BLOCKING AT ALL WALL MOUNTED ITEMS INCLUDING BUT NOT LIMITED TO CASEWORK COUNTERS AND TOILET ROOM ACCESSORIES.
- ALL ELEMENTS TO BE CONSTRUCTED TRUE AND PLUMB.
- ALL FINISHES SHALL COMPLY WITH THE FLAME SPREAD AND SMOKE DENSITY RATINGS AS OUTLINED IN IBC SECTION 801 AND IN TABLE 803.1.
- PATCH ALL DISTURBED FINISHES TO MATCH EXISTING ADJACENT FINISHES
- CLOSE OUT DOCUMENTATION REQUIRED INDICATING COMPLIANCE WITH APPROVED WSEC FORMS FOR THIS PROJECT
- WOOD PLANKS CALLED OUT IN DRAWINGS TO BE AND PROVIDED BY OWNER. CONTRACTOR TO INSTALL AND APPLY CLEAR COAT FINISH.
- Ovens, Freezer & Refrigerator to be provided provided by owner.

**LEGEND**

- AREA OF WORK
- EXISTING CONCRETE
- EXISTING ASPHALT
- W-W WATER LINE
- SS-SS SANITARY SEWER LINE
- SD-SD STORM DRAIN LINE
- UP-UP UNDERGROUND POWER LINE

**PROJECT DESCRIPTION**

PROJECT INCLUDES REMODELING INTERIOR OF EXISTING PAVILION TO ACCOMMODATE A WARM-UP KITCHEN, TWO ACCESSIBLE RESTROOMS & A JANITORIAL CABINET

**OWNER/PROPERTY INFORMATION**

ADDRESS:  
8714 87TH AVE, LAKEWOOD, WA 98491

TAX PARCEL#:  
022032100

OWNER:  
CITY OF LAKEWOOD  
4000 MAIN STREET SW  
LAKEWOOD, WA 98499

OWNER CONTACT: JAMES GUERRERO  
253-581-6000  
JAMES@JGARCH.NET

**BUILDING INFORMATION**

ZONING: OSRI

ALLOWABLE USES: AMUSEMENT AND RECREATION

SITE AREA: 3,000 S.F.

OCCUPANCY GROUP: A-3

CONSTRUCTION TYPE: VB

NO. OF FLOORS: 1

SPRINKLERED: NO

BUILDING AREA: 1,840 S.F.

REMODELED AREA: 416 S.F.

IMPERVIOUS CONCRETE SURFACE AREA: 1,191 S.F.

IMPERMEABLE ASPHALT SURFACE AREA: 1,195 S.F.

TOTAL BLDG. AREA: 10,448 S.F.

**ALLOWABLE AREA**

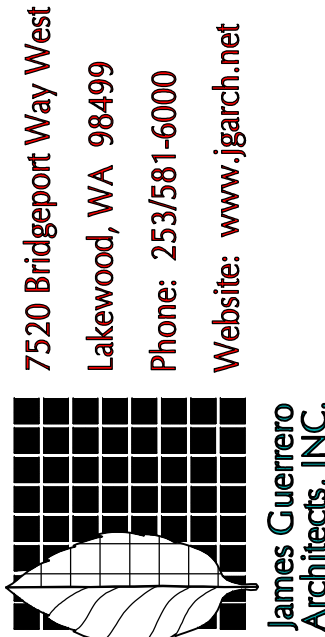
TABLE 5-B	CONS.	NO.	ALLOWABLE	ALLOWABLE
USE GROUP	TYPE	FLRS	AREA	W/INCREASE
A-3	V-B	1	4,000 S.F.	NOT USED

**DRAWING INDEX**

- A0.1 SITE PLAN AND PROJECT INFORMATION
- A1.1 FLOOR PLANS - BUILDING SECTIONS
- A3.1 WALL SECTIONS
- A4.1 REFLECTED CEILING PLAN - PLUMBING PLAN
- DOOR SCHEDULE - DETAILS

**AIR BARRIERS**

- SEAL, CAULK AND GASKET BUILDING ENVELOPE PER 2015 WSEC, C402.5.
- AIR BARRIER PENETRATIONS SHALL BE SEALED IN ACCORDANCE WITH SECTION C402.5.1.1.
- COMPLETED BUILDING SHALL BE TESTED AND THE AIR LEAKAGE RATE OF THE ENVELOPE SHALL NOT EXCEED .40 CFM/FT<sup>2</sup> AT A PRESSURE DIFFERENTIAL OF .3 INCHES WATER GAGE OR EQUIVALENT METHOD APPROVED BY THE CODE OFFICIAL.
- IF TEST EXCEEDS ALLOWABLE, CONDUCT A VISUAL INSPECTION AND SEAL NOTED SOURCES AND SUBMIT A FOLLOW UP REPORT TO JURISDICTION.



FORT STEILACOOM PAVILION

SITE PLAN AND PROJECT INFORMATION

PERMIT REVIEW SET

DATE: 05-02-19  
REVISED: 02-21-20

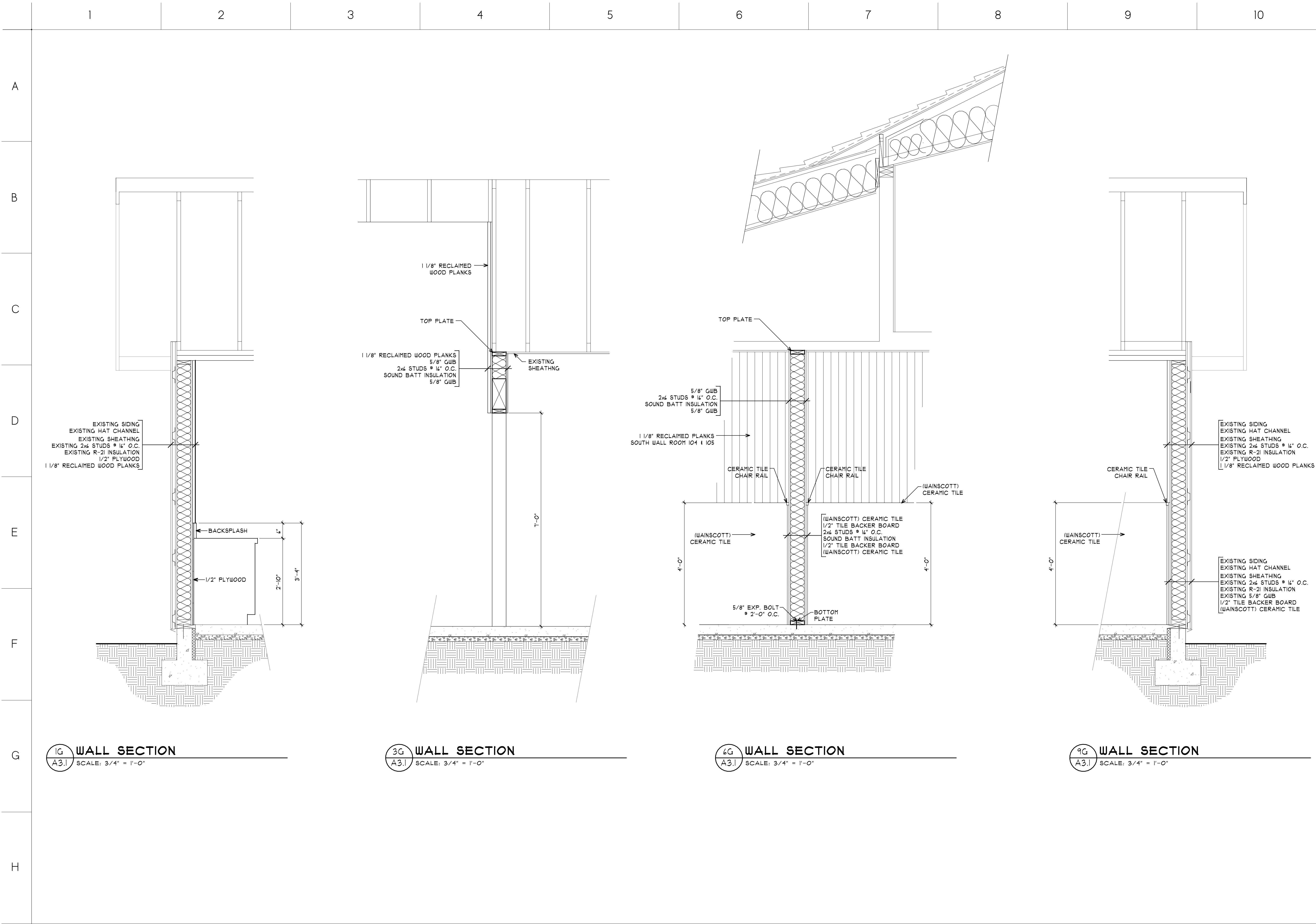
SHEET NO.

A0.1

SCALE FACTOR: 240







REGISTERED ARCHITECT  
JAMES GUERRERO  
STATE OF WASHINGTON

7520 Bridgeport Way West  
Lakewood, WA 98499  
Phone: 253/561-6000  
Website: www.jgarch.net

James Guerrero Architects, INC.

PROJECT  
FORT STEILACOOM PAVILION T.I.

DATE  
05-02-19

SHEET NO.  
A3.1

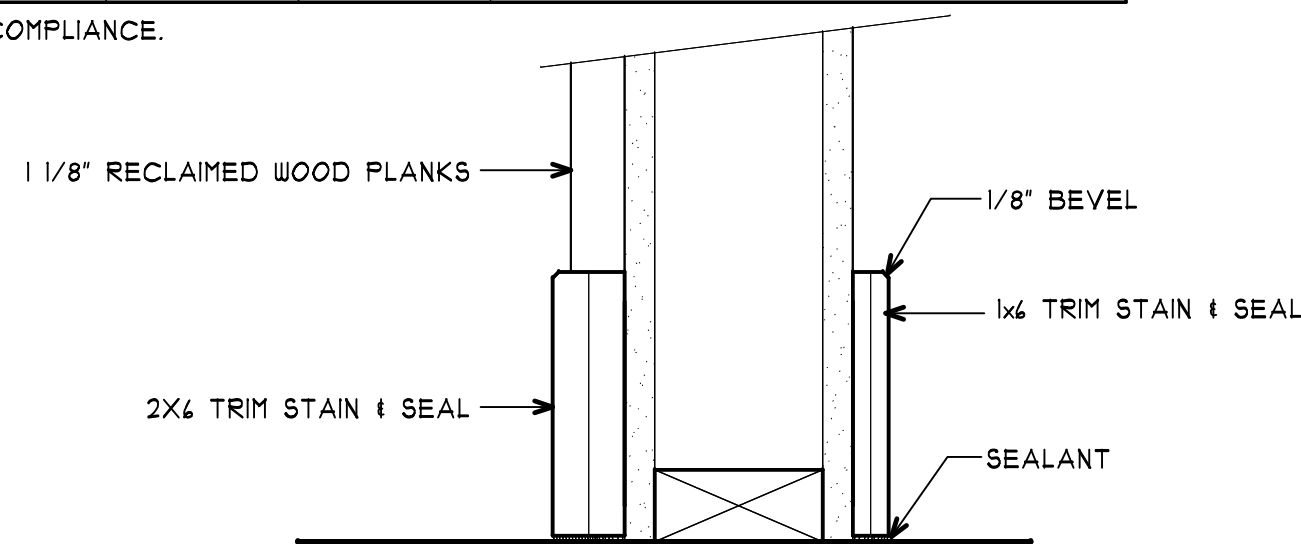
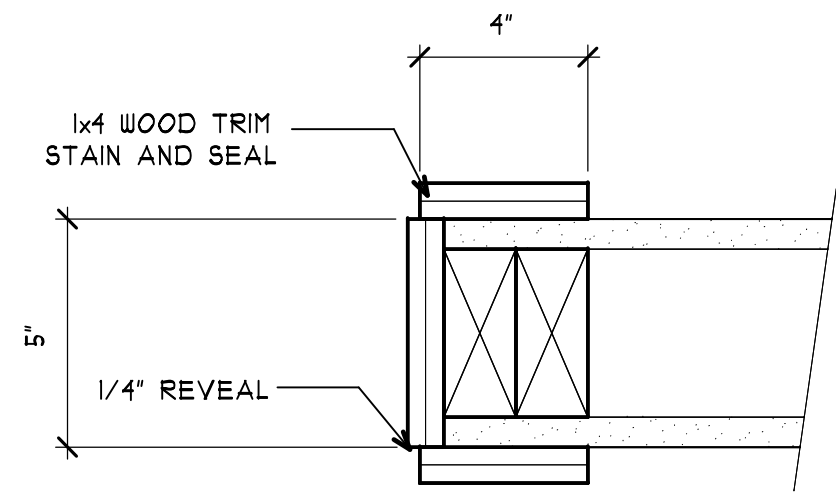
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PERMIT REVIEW SET

WALL SECTIONS

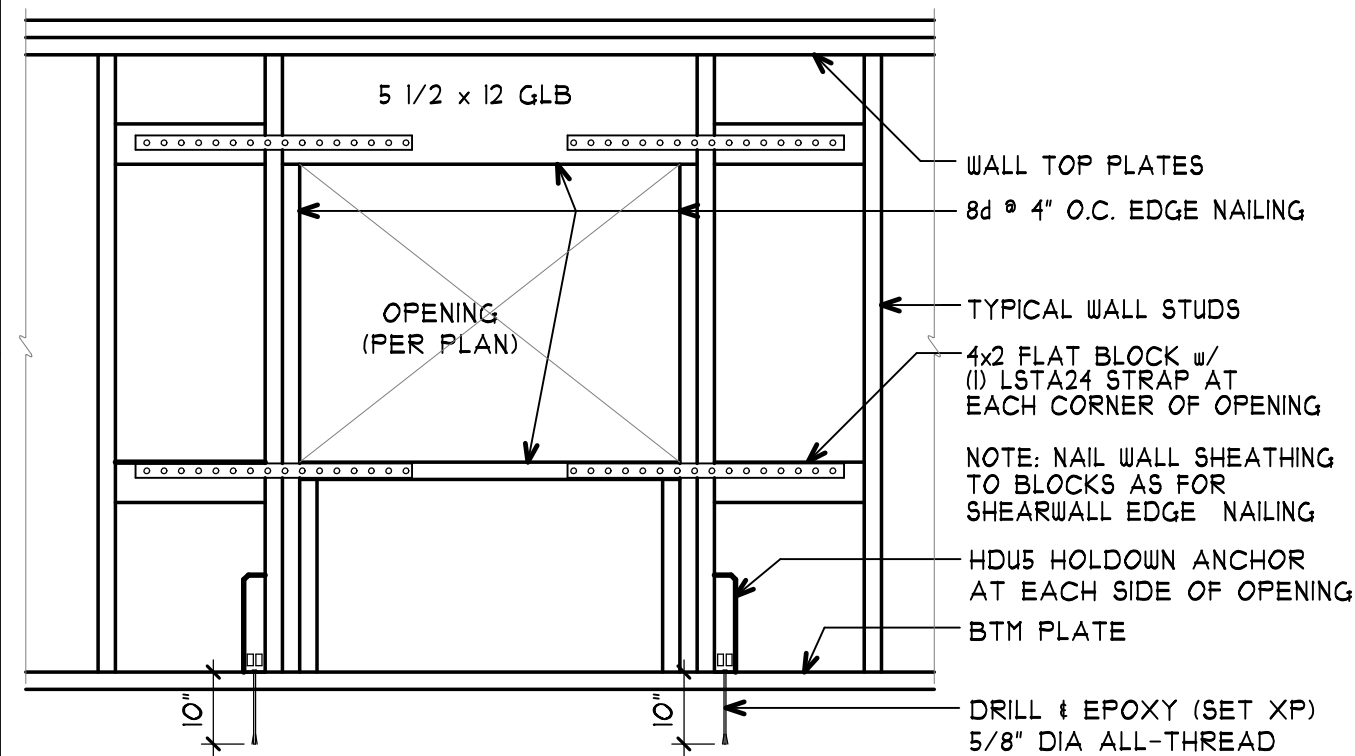


VERIFY ALL FUNCTIONS WITH OWNER. THIS INFORMATION SHOWN FOR CODE COMPLIANCE.

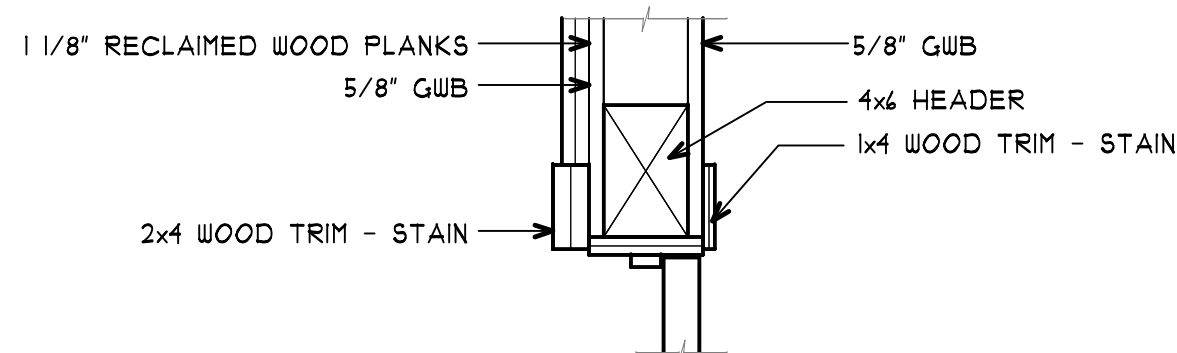


SIM ® HEAD

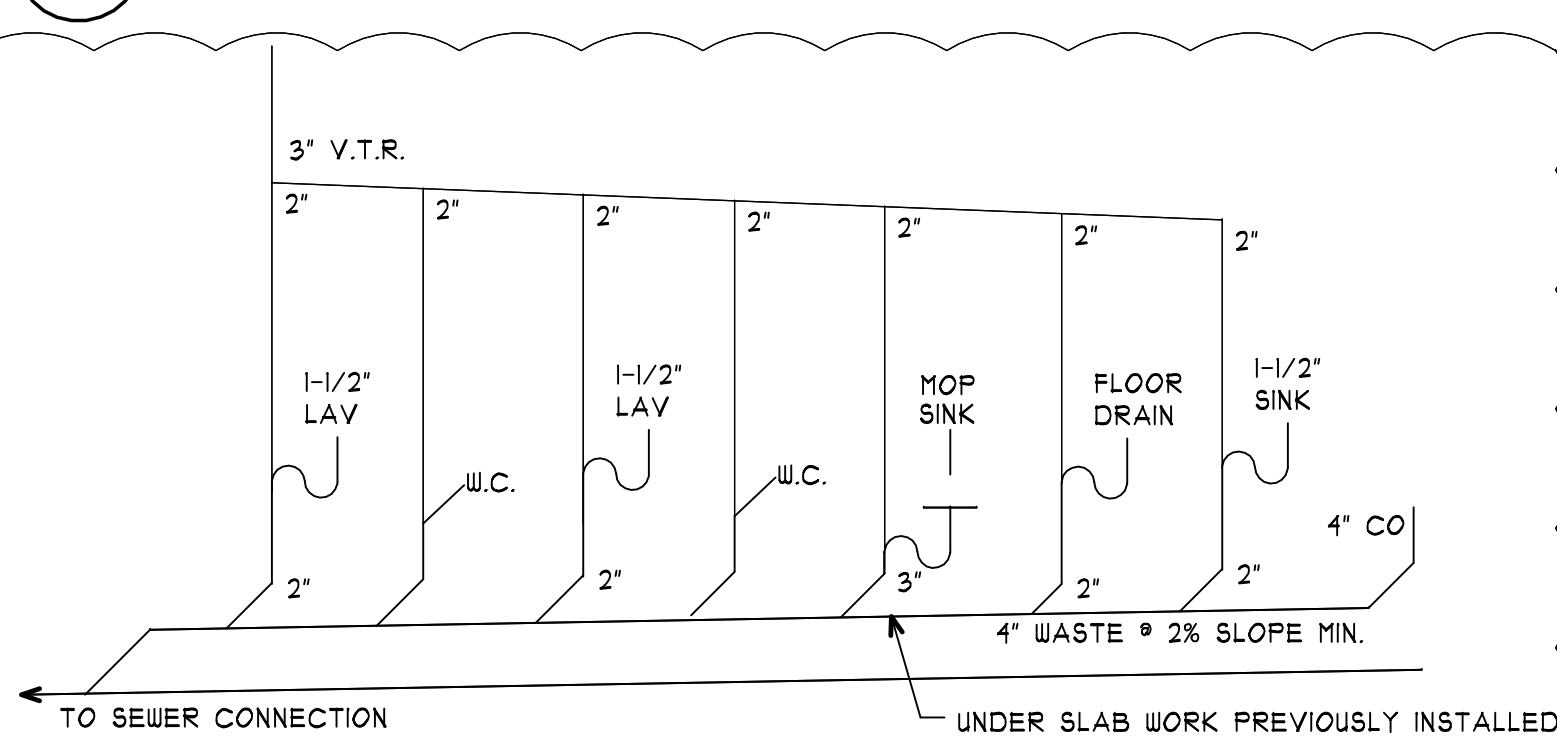
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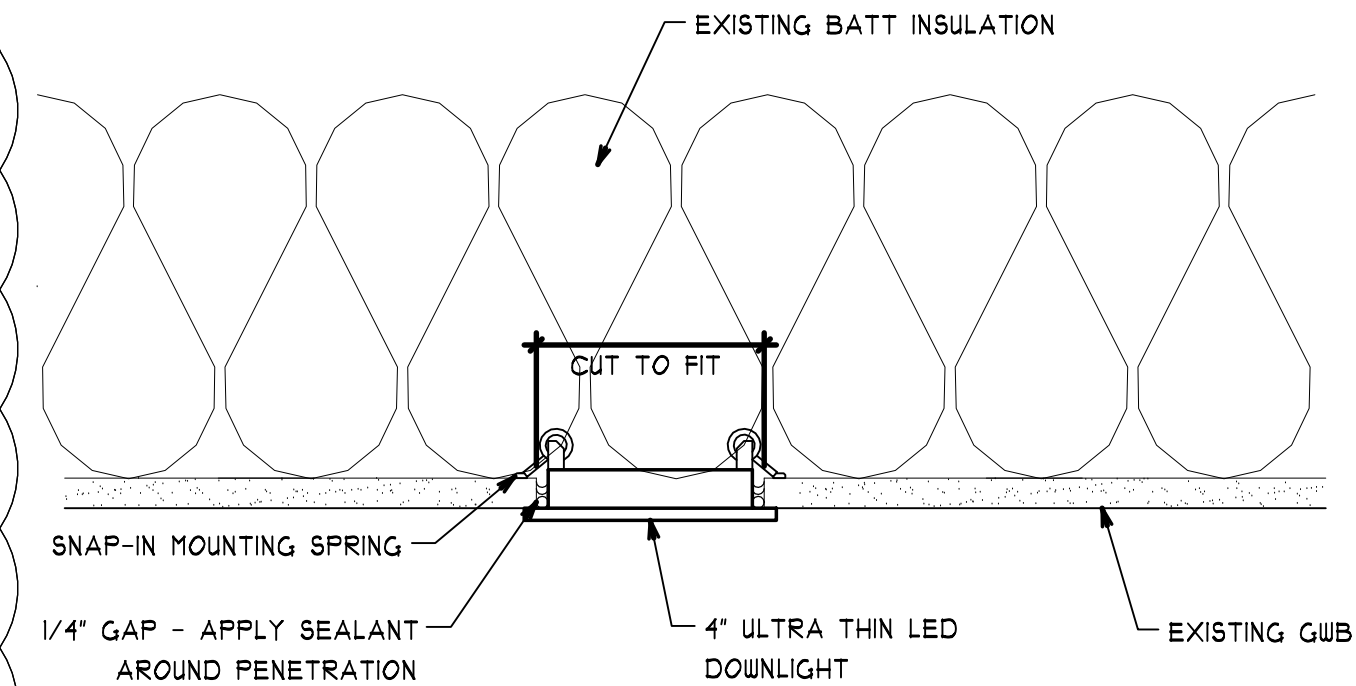
A4.1) NOT TO SCALE



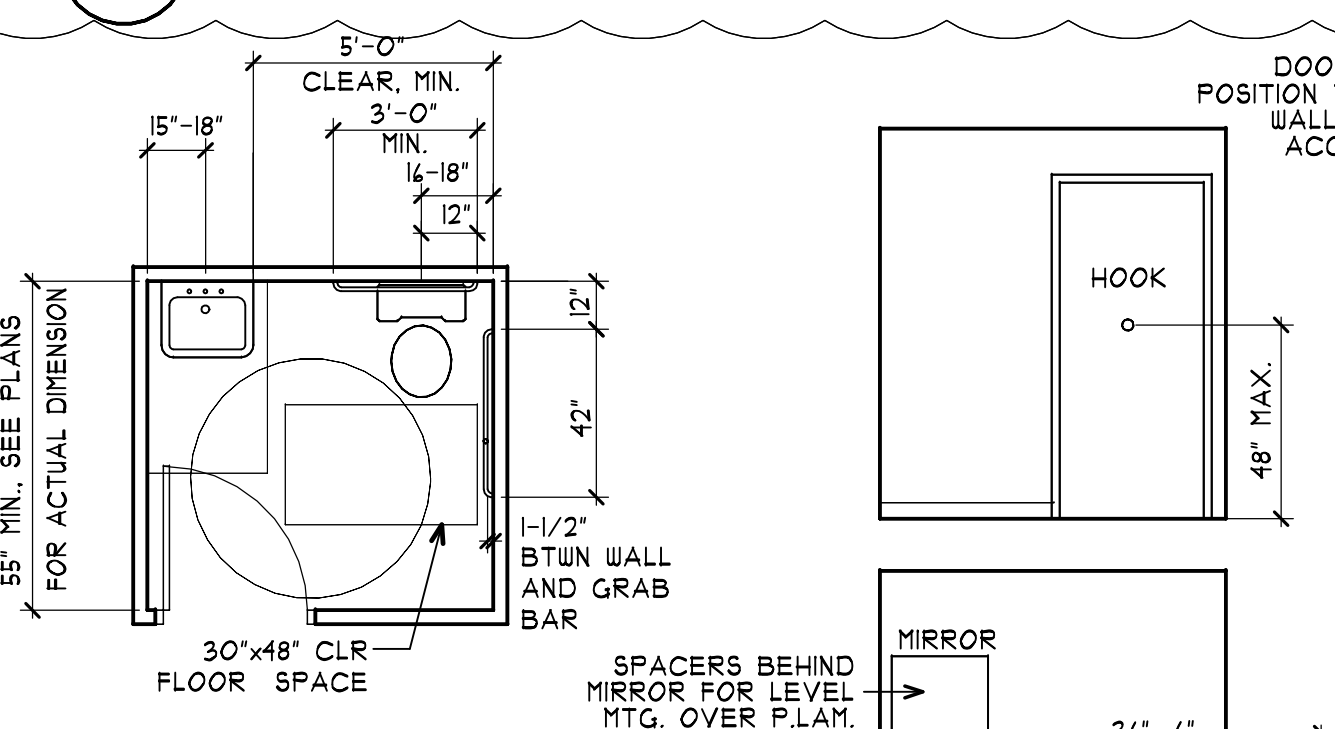
A4.1 SCALE: 1 1/2" = 1'-0"



A4.1 / N.T.S.

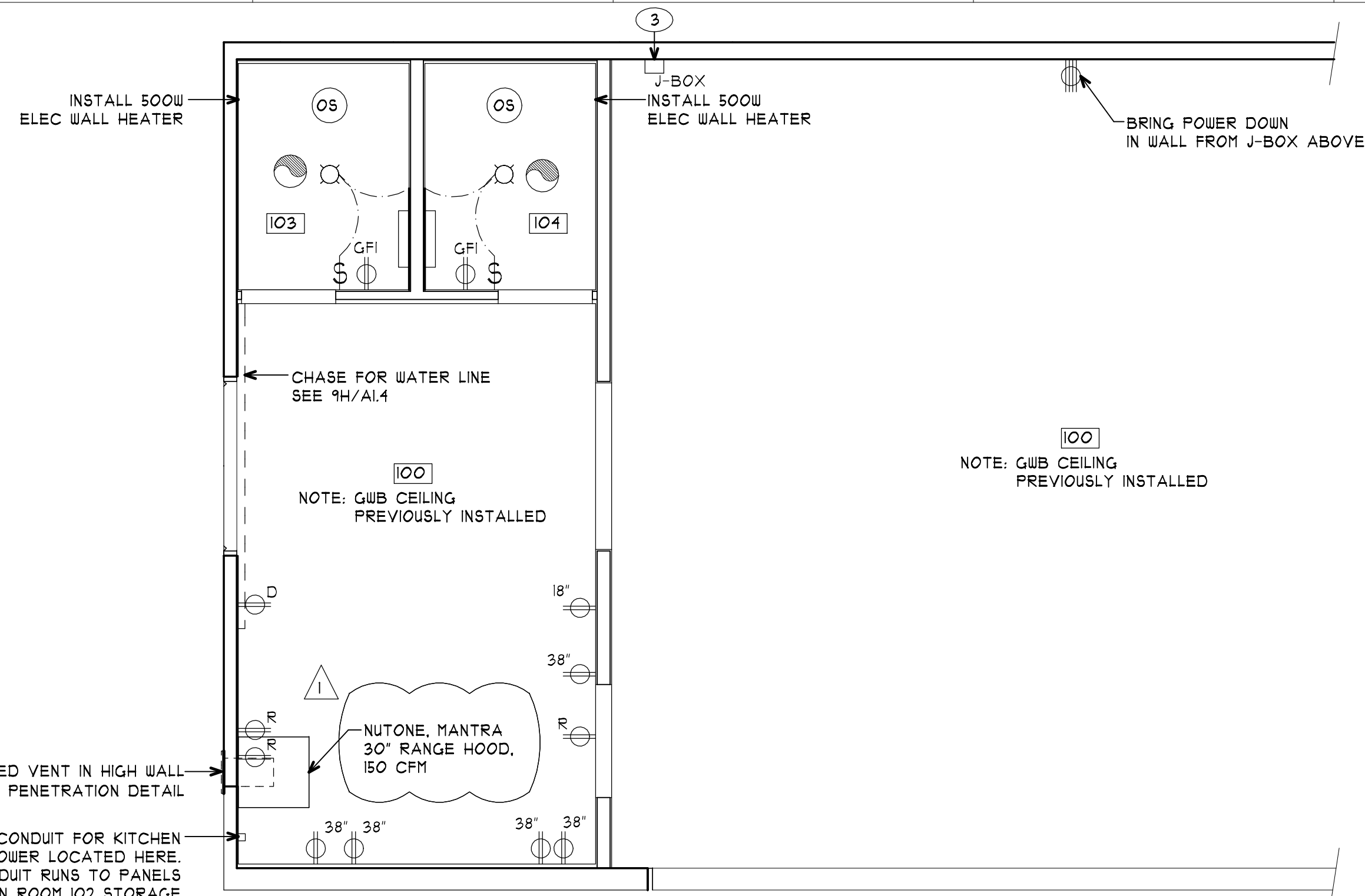
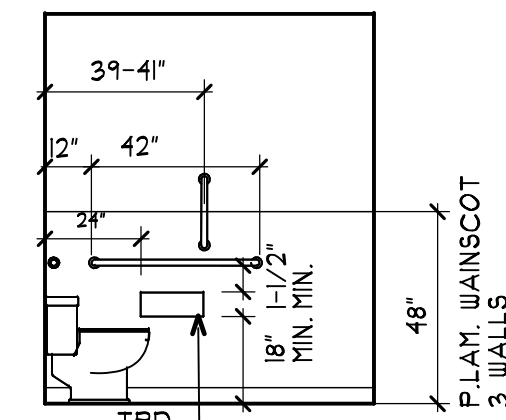
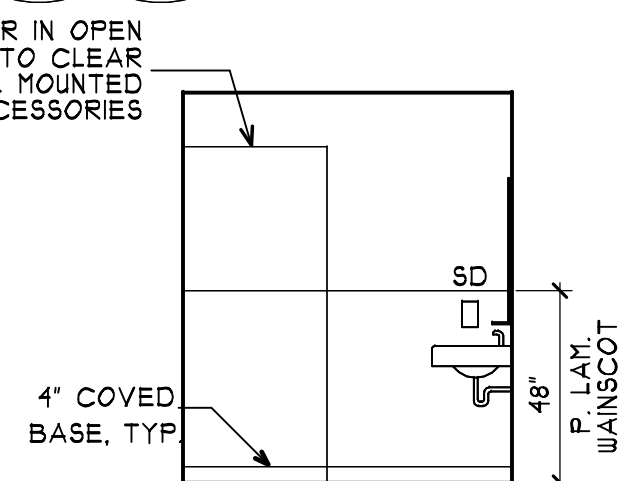


(A4.1) SCALE: 3" = 1'-0"

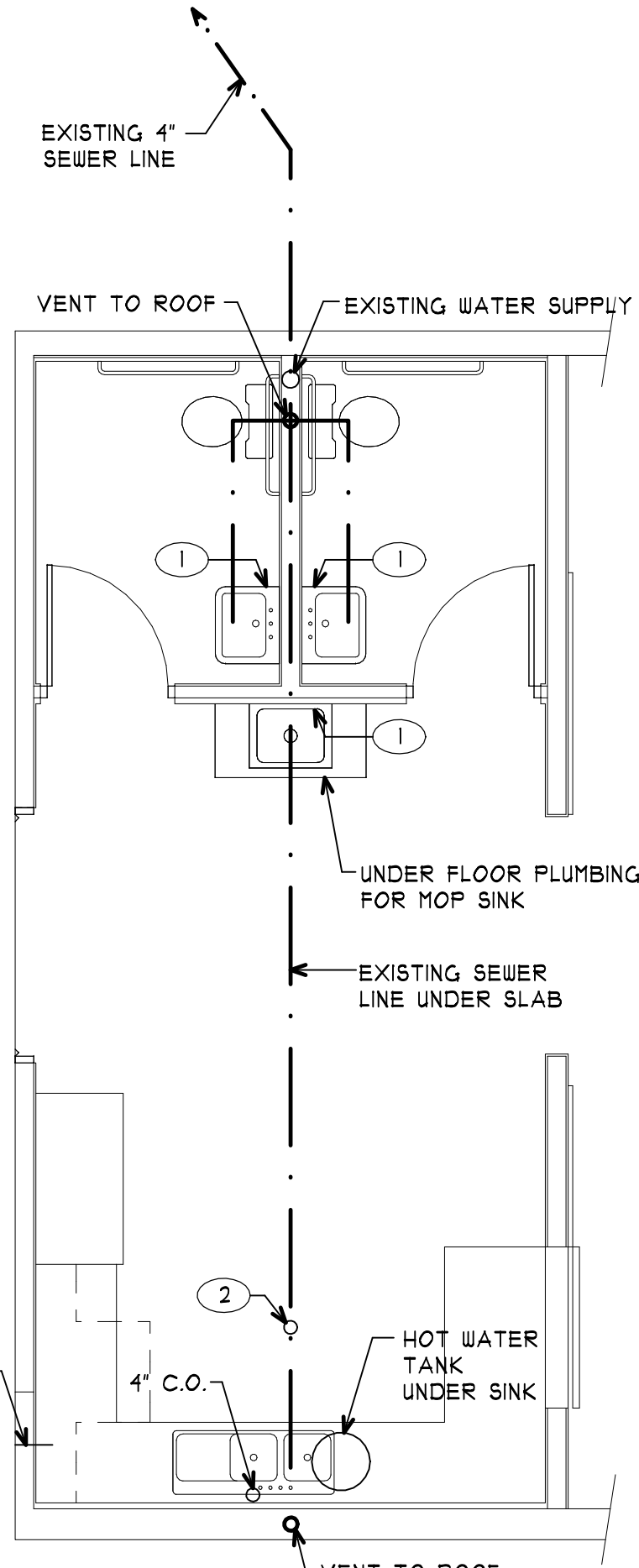


- NOTE:
1. DIMENSIONS SHOWN ARE FROM FINISHED WALL SURFACE
  2. 1-1/2" MIN. BETWEEN BOTTOM OF GRAB BAR AND TOP OF DISPENSER
  3. ACTUAL ROOM LAYOUT MAY VARY, HOWEVER, CLEARANCES WILL APPLY.

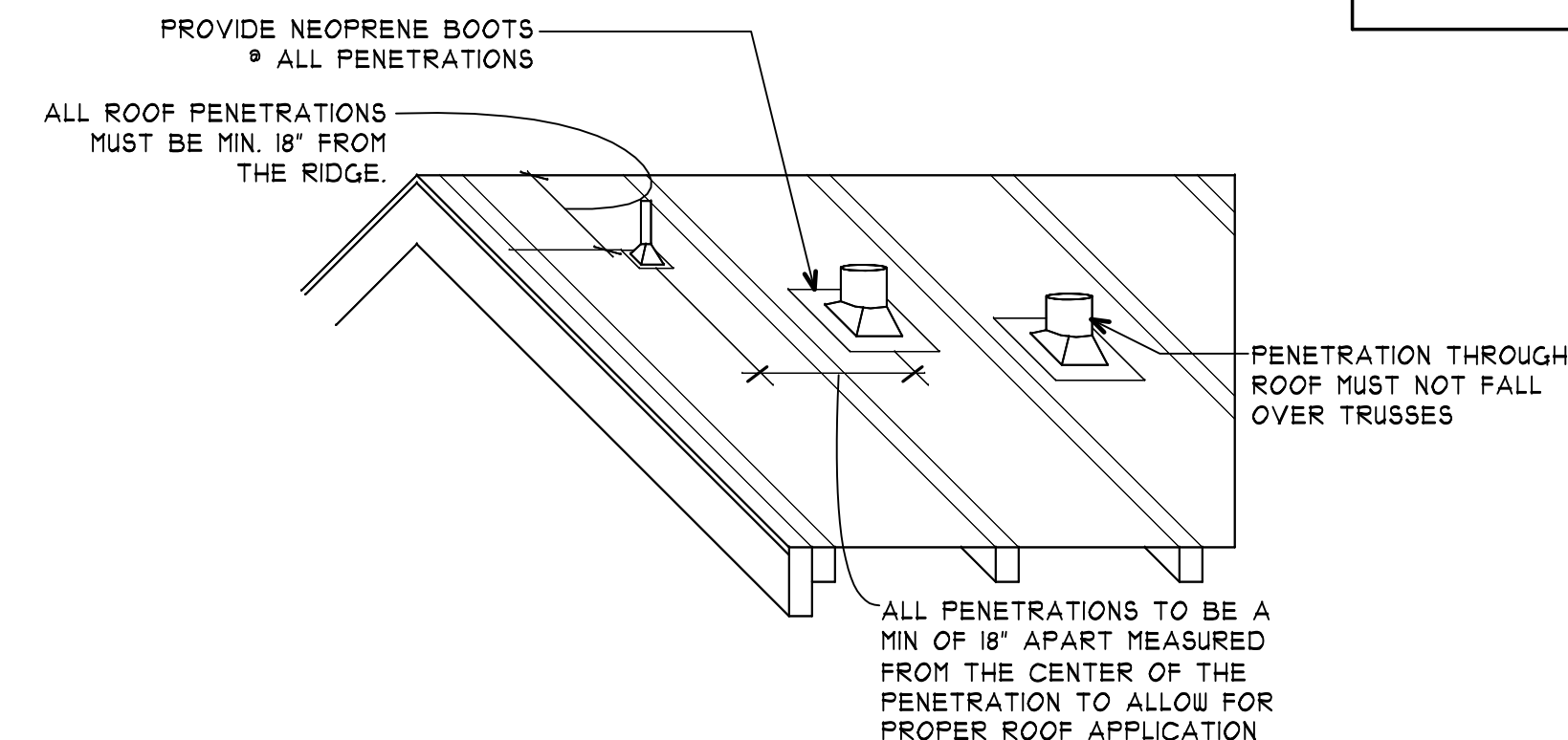
A4.1 SCALE: 1/4" = 1'-0"



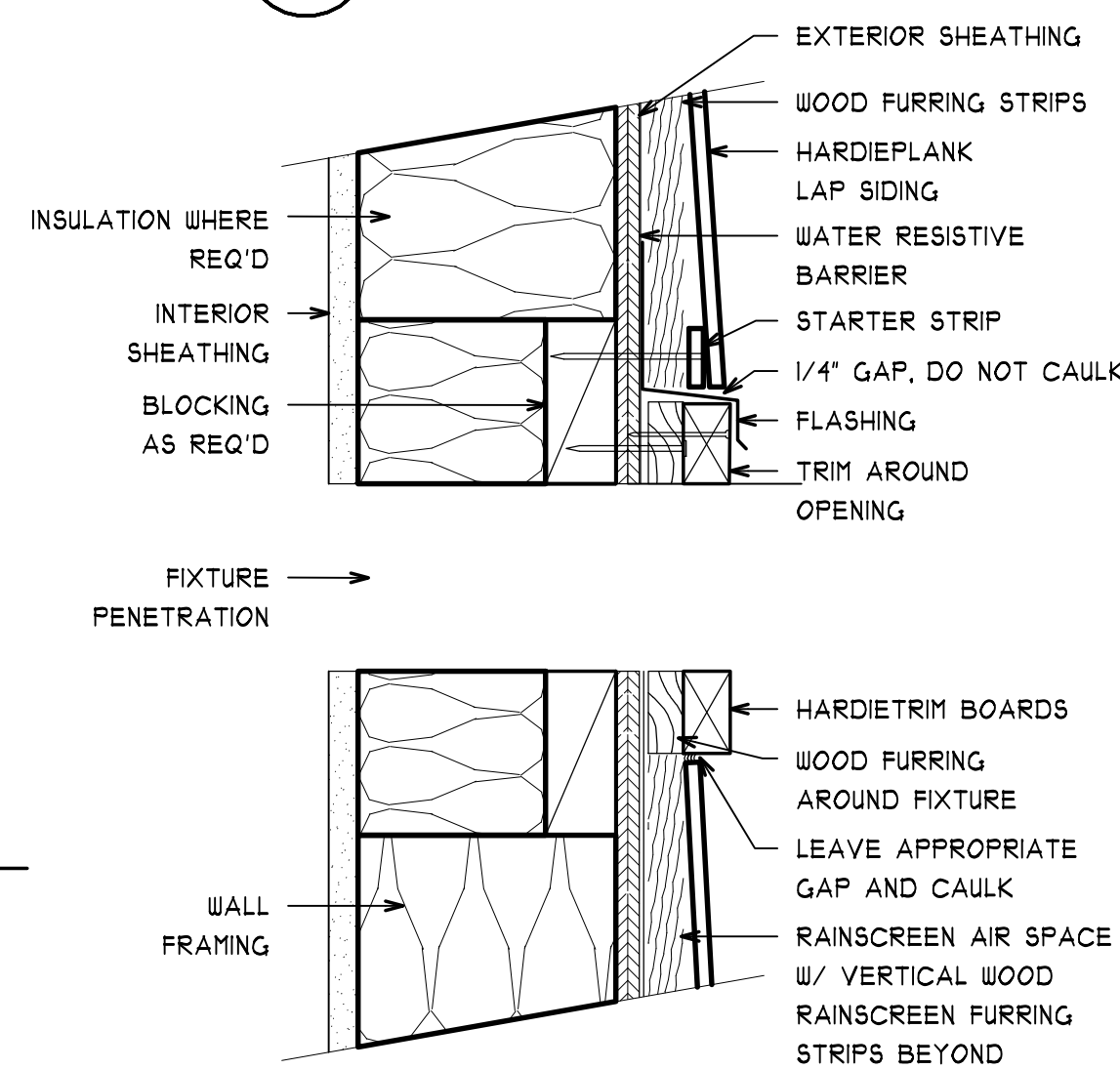
SCALE: 1/4" = 1'-0"



(6G) PLUMBING



(A4.1) N.T.S



SECTION DETAIL - BLOCKING PENETRATION

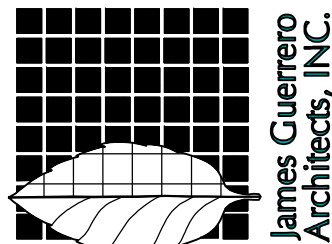
A4.1 SCALE: 3" = 1'-0'

OS

551D  
REGISTERED  
ARCHITECT  
JAMES GUERRERO  
STATE OF WASHINGTON



11150 Gravelly Lake Drive SW  
Lakewood, WA 98499  
Phone: 253/581-6000  
Website: [www.jgarch.net](http://www.jgarch.net)



FORT STEILACOOM PAVILION T.I.:

**REFLECTED CEILING PLAN - PLUMBING PLAN**  
**DOOR SCHEDULE - DETAILS**

PERMIT REVIEW SET

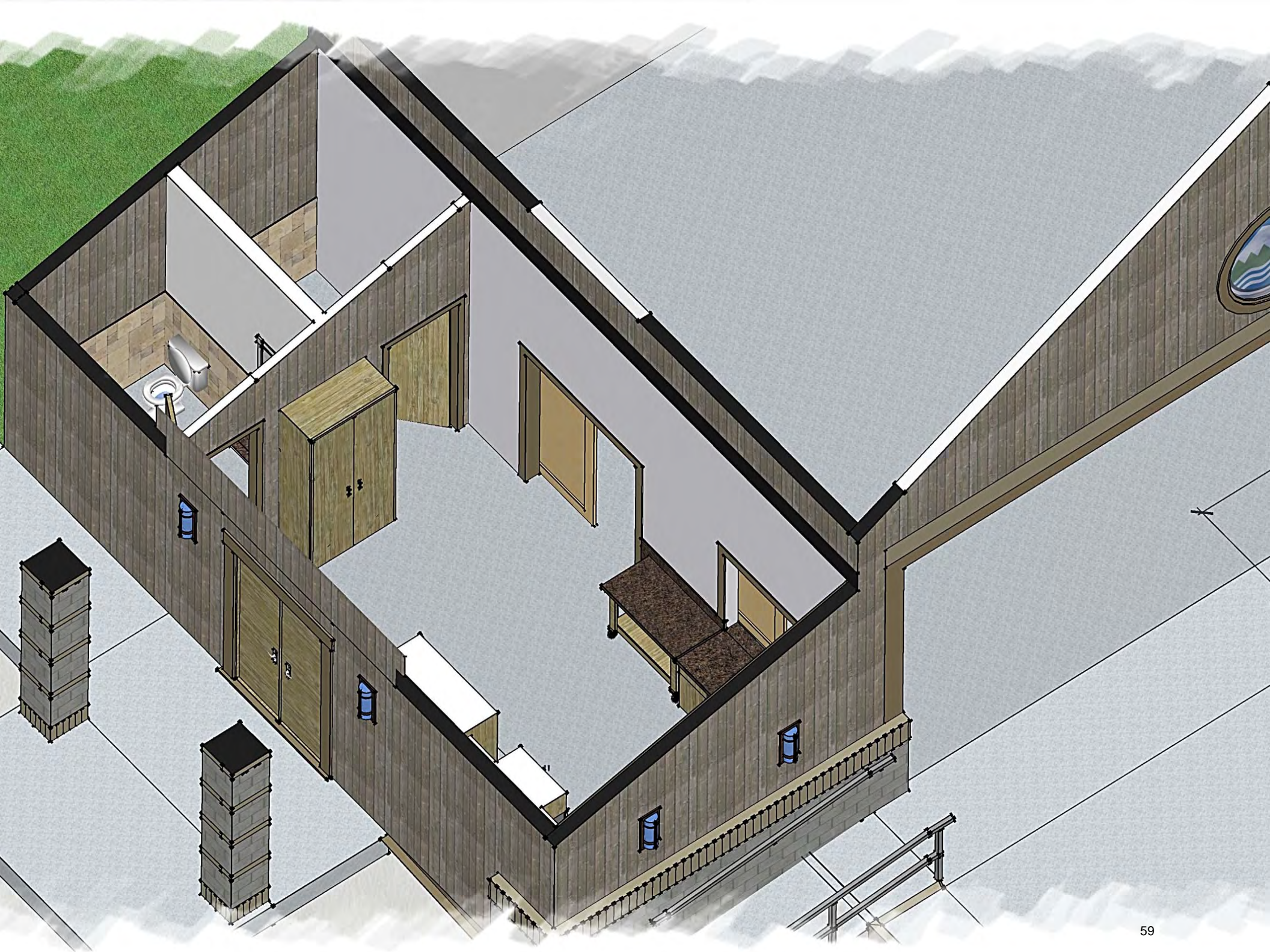
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REVISED	02-21-20

SHEET NO.

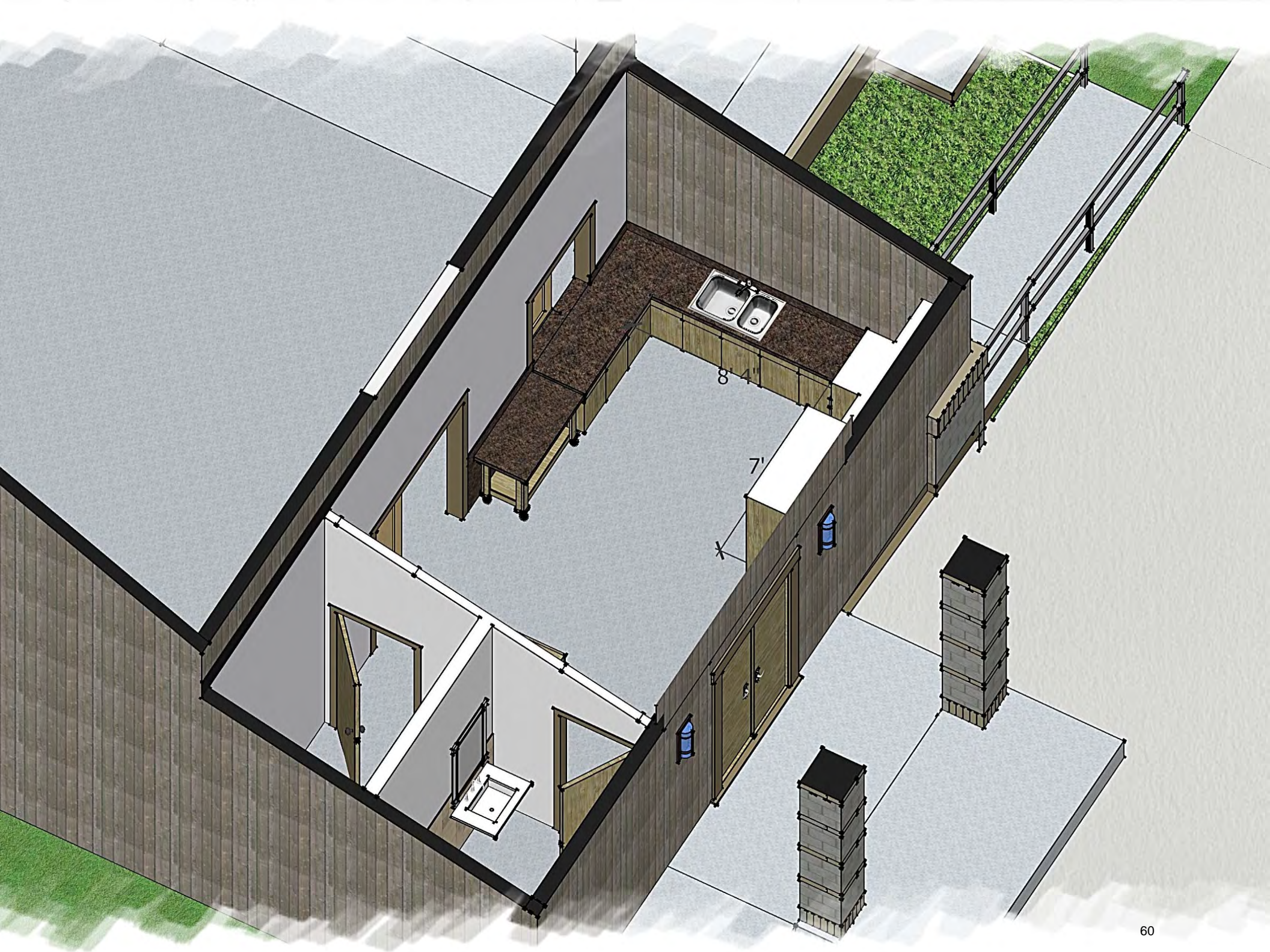
## A4.1

REVISIONS PER BLDG DEPT  
LETTER DATED 05-03-19

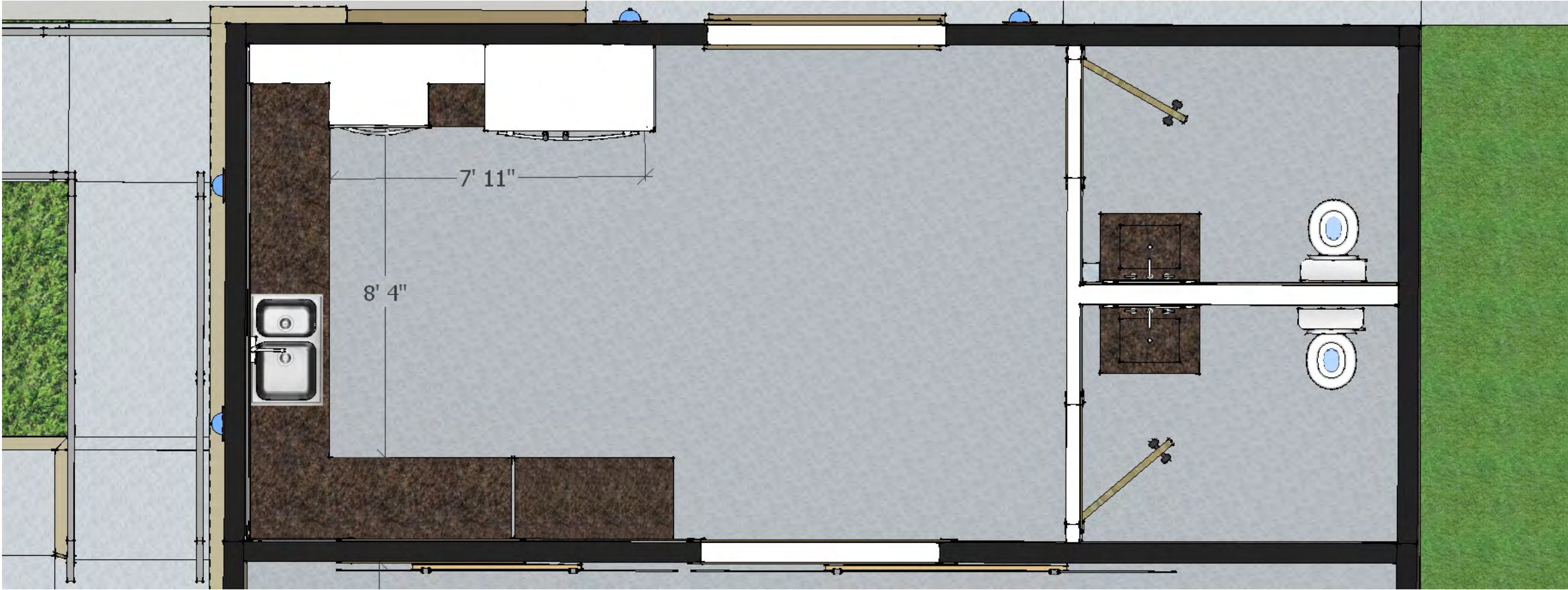
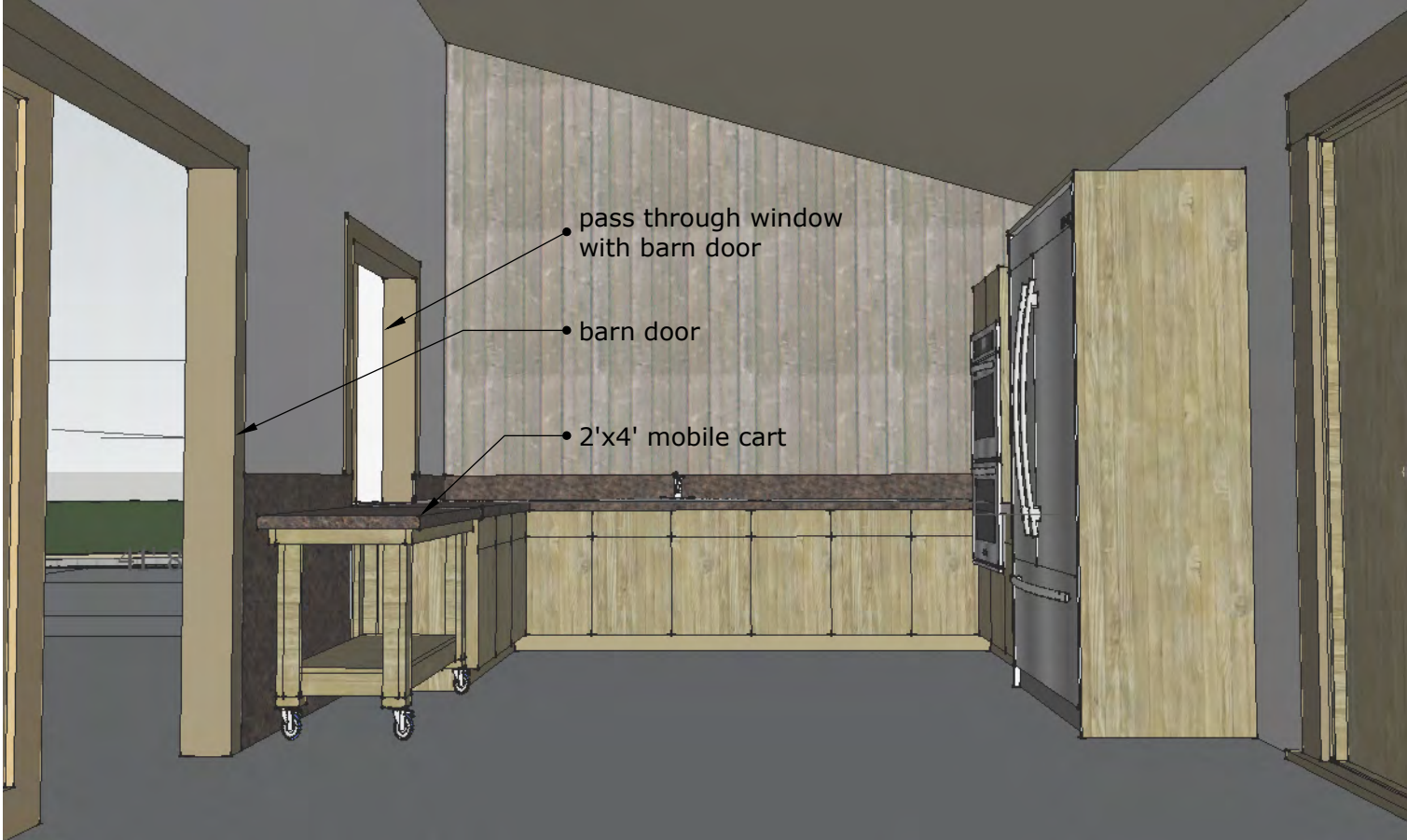




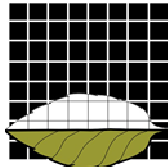








floor plan



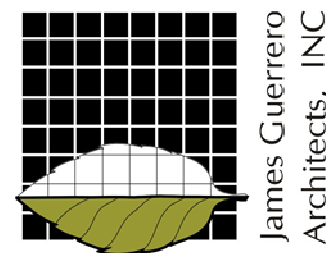




Cabinet with doors shut



Cabinet with doors not shown for clarity



James Guerrero Architects, Inc.  
 7520 Bridgeport Way West  
 Lakewood, WA 98499  
 Telephone (253) 581-6000  
 Web Site: jgarch.net

Ft. Steilacoom Pavilion T.I.	Cabinet Sink Schematic	10-02-19	Page 1 of 2
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# REQUEST FOR COUNCIL ACTION

**DATE ACTION IS REQUESTED:**

August 17, 2020

**TITLE:** Contract with Bruce Dees and Associates to support Springbrook Park and Clover Creek Improvements

**TYPE OF ACTION:**

— ORDINANCE NO.

— RESOLUTION NO.

**REVIEW:**

August 17, 2020

**ATTACHMENTS:**

Exhibit A – Summary and Scope of Work  
Exhibit B – Compensation

X MOTION NO. 2020-43

— OTHER

**SUBMITTED BY:** Mary Dodsworth, Parks, Recreation and Community Services Director

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to sign a contract with Bruce Dees and Associates for professional services to provide design services, contract documents, cost estimates, bidding, and construction administration as necessary for the Springbrook Park Improvement Project.

**DISCUSSION:** This project continues city efforts to improve the quality of life for residents in the Springbrook neighborhood. This project will help restore the ecosystem along approximately 660 linear feet of shoreline, improve water quality, and create a healthy place for Springbrook residents. The City will work with neighbors and community partners to update master plan. Improvements could include walking paths, viewpoints, picnic and open space areas, a fenced dog park and curb gutters and sidewalks on current and adjacent city property located across the bridge on 47th Ave. Restoration efforts will improve the biodiversity of native and aquatic plants and improve water quality within this important salmon bearing riparian area (Chambers Clover Creek Watershed). The attached Exhibit A and B outlines the tasks and fees to be undertaken by the consultant.

**ALTERNATIVE(S):** Council could not approve this contract and direct staff to look for another consultant. This could affect grant timeline and project completion and jeopardize funding.

**FISCAL IMPACT:** The fiscal impact for the above described work is \$137,001. The City received a grant from the State for \$757,540 to complete the project.

Mary Dodsworth

Prepared by

Mary Dodsworth

Department Director



City Manager Review



**City of Lakewood**  
**SPRINGBROOK PARK IMPROVEMENTS PHASE II**  
**EXHIBIT ‘A’**  
**SCOPE OF WORK**  
**JULY 10, 2020**  
**REVISED JULY 23, 2020**

Bruce Dees & Associates will provide professional services for preparation of contract drawings, specifications, estimated probable cost of construction, bidding phase, construction review, and record drawing documentation.

*All final drawings will be produced on AutoCAD 2018. Coordination of all drawings and contract documents will be by Bruce Dees & Associates (BDA).*

Subconsultants:

*Sitts & Hill Engineers Inc. – Topographic Survey, Title Report, Utility Locate*

*Sitts & Hill Engineers Inc. – Civil Engineering*

*Grette Associates, LLC – Habitat assessment, wetland assessment and wetland delineation*

**Program & Maximum Allowable Construction Cost (MACC)**

In general the scope of work entails improvements to Springbrook Park including:

- Pathways / walk ways / loop trail
- Enhancement of the existing pond area
- Fencing / barriers
- Signs / kiosk
- Landscape improvements
- Curb, gutter, and sidewalks and paving to the center of the road along 47<sup>th</sup> Ave SW and 127<sup>th</sup> St SW
- Habitat assessment, wetland assessment and wetland delineation

The maximum allowable construction cost (MACC) includes the base bid construction costs (excluding contingency, sales tax and fees) is \$700,000.00.

**Scope of Work**

**Design-** The scope of work entails schematic, design development, and construction documents construction permit coordination, bidding phase, and construction review.

**I. SCHEMATIC DESIGN**

**Step 1: Background Studies**

A. Background Studies

Site Analysis – BDA will review the original master plan and Phase I development in 2017 and recap the program and design criteria for the park at that time. We will review the existing physical conditions and constraints of the expanded site, including topography, vegetation, utilities, public safety issues, and adjacent land uses. We will also examine available utility plans affecting the site.

B. Kick off Meeting #1

BDA will meet with the park's staff. The first meeting will be to determine specific needs and concerns to be addressed in the plan to review the preliminary program and design criteria.

C. Pre-Application Meeting

BDA will attend a pre-application meeting early in the design process with the City of Lakewood during which they will define the extent of the required right-of-way improvements. This should include the required right-of-way width, required minimum planimetric dimension of the roadway and sidewalks, as well as the required roadway pavement sections. Anticipated permits and studies include; SEPA Check List, Habitat Assessment, Wetland Reconnaissance and Site Development permit. Any other studies will be considered extra work.

***NOTE: All application and permit fees to be paid by the Client.***

## **Step 2: Design Criteria and Priorities Program**

A. Design Criteria and Program Development

Using the physical and social input, BDA will identify support facilities that support the program and which are appropriate to the expanded site. Based on the above input, we will prepare a list of design criteria to guide the development of alternative designs.

B. Schematic Design Meeting #2

We will conduct a second staff meeting to present the design criteria and prioritized program. It is expected that refinements will be made to both the design criteria and the prioritization of program elements at this meeting.

## **Step 3: Alternatives**

A. Alternative Conceptual Design Studies

Once we have a good understanding of the background, we will develop a number of alternative designs in order to progress towards the optimum plan. In this effort, we will address the design criteria and the prioritized program elements that have evolved to this point. We will coordinate with our design team on the alternatives, as needed. Up to three alternatives will be developed.

Scaled drawings and illustrations will be developed which graphically describe the various alternatives. Each plan will be sufficiently detailed to convey the conceptual differences between the alternatives.

B. Schematic Design Meeting #3

This meeting will be held to review the alternative plans and select one or portions of each for further refinement.

C. Refine Alternative Designs

Here we refine plans or portions of plans for further review.

## **Step 4: Schematic Plan**

### **A. Preliminary Plan & Cost Estimate**

We will refine the final alternative into a more detailed plan which will include the existing site elements. The preliminary plan will be drawn at the same scale as the final plan. This preliminary plan will be accompanied by cross sections to clearly convey the design intent. Also included in this step will be a preliminary construction cost estimate, and possible phasing. We will consult with all members of our consultant team regarding development costs.

### **B. Final Plan**

We will incorporate all of the input received into the final plan. The plan will be prepared at an appropriate scale and will be supplemented with colored renderings.

### **C. Cost Estimate and Phasing Plan Document**

We will refine the cost estimate for the entire plan and phasing plan (if phasing is needed) with costs for each phase. The phasing plan will graphically illustrate the site development by phases, which will be based on:

- program priorities
- logical construction sequence

### **D. Public & Parks Commission Meetings**

Present the staff approved schematic plans to the public and parks commission.

## **Reviews – Schematic Phase**

1. Kick off Meeting (meeting #1).
2. Pre-Application Meeting.
3. Schematic Design Meeting #2 (meeting #2).
4. Schematic Design Meeting #3 (meeting #3).
5. Public Meeting (meeting #4).
6. Parks Commission Meeting (meeting #5).

## **Deliverables**

- Schematic Plan
- Preliminary grading and drainage
- Preliminary storm water management/erosion control
- Preliminary utility plans
- Cost Estimate (PDF)
- Minutes of all Meetings and Correspondence
- Plans and Drawings in Electronic format (PDF and AutoCAD)

## **PROVIDED BY THE CLIENT**

The Client will provide the following (if available):

1. Copy of recorded easements.
2. As-built drawings of all existing utilities within or serving the site.
3. Existing reports, plans, or and documents related to the project site.
4. Existing site geotechnical or soils information.
5. Existing environmental studies.
6. Existing reports, letters, etc regarding environmental permitting issues.
7. Record drawings of the existing site improvements.



## II. DESIGN DEVELOPMENT

### A. Site Work

In the Design Development Phase, BD&A will finalize and describe the layout and character of the project for Client approval. Consideration shall be given to availability of materials, equipment, and labor, construction sequencing and scheduling, user safety and maintenance requirements, and energy conservation. Design Development includes the following:

Disciplines Coordination: Coordination with other consultants for the project.

Document Checking: Review and coordination of documents prepared for the project.

Permitting Authority Consulting: Research of critical applicable regulations, applicable laws, statutes, regulations, and codes to BDA work. Prepare SEPA Checklist.

Client Data Coordination: Review and coordinate data furnished for the project by the Client.

Electrical Design: NOTE: It is assumed that the existing street lights will be adequate. No electrical design is required.

Site Design: Coordinate with civil/site design documents.

Cost Estimating: Development of a probable construction cost. Costs shall reflect the level of design elements presented in the Design documents, plus appropriate design contingencies to encompass unidentified scope ultimately included in the program. Analyze scope, schedule and budget options to stay within the MACC.

Technical Specifications: Development of preliminary specifications.

### B. Cost Estimate

An estimate of construction cost will be prepared at the end of design development.

## Reviews – Design Development Phase

1. Review meeting (meeting #6) with the city to review design development of park improvements.

## Deliverables

- Design development plans, elevations, and sections. Including design development level:
  - Design development layout
  - Design development grading and drainage
  - Design development storm water management/erosion control
  - Design development utility plans
- Design development material and equipment selection lists and catalog cuts.
- Design development cost estimate (PDF)
- Plans and Drawings in Electronic format (PDF and AutoCAD)

### **III. CONSTRUCTION DOCUMENTS**

#### **A. Design Standards**

1. Design standards shall be per adopted City of Lakewood standards as required.
2. Documentation and drawings required for SWPPP and NPDES.

#### **B. Construction Drawings**

Work will entail:

1. Coordination with the project team on:
  - a. Clearing, demolition and TESC plans
  - b. Layout and material plans
  - c. Grading and drainage plans
  - d. Parking lot plan
  - e. Domestic water plans
  - f. Irrigation plan
  - g. Planting plan

Based on the design development decisions, final construction plans will be prepared on the electronic base drawings. Construction drawings will be developed based on a grid of 1" = 20'.

#### **C. Technical Specifications**

1. Technical specifications for the work will be developed in the CSI (Construction Specification Institute) format.
2. Assist in establishing a base bid and alternates and write the description for alternate bid work.
3. Review City's Division 0 and provide input.
4. Provide Division 1 in PDF format.
5. Provide Technical Specifications in PDF format

#### **D. Cost Estimate**

Estimates of probable construction will be provided at 60% and 100% review. A final probable cost of construction will be prepared prior to finalizing a bid proposal format. This estimate will be the basis for establishing the lump sum bid proposal, base bid, and alternates.

### **Reviews – Construction Document Phase**

1. 60% Review Meeting (meeting #7) (RCO required submittal).
2. 100% Review Meeting (meeting #8).

### **Deliverables**

- One full-size and one half-size set of drawings and specifications in PDF for each review.
- Design development cost estimate.

### **IV. PERMITTING PHASE**

- A. Prepare drainage and erosion control reports for the project.
- B. Respond to one round of agency review comments and submit final application.

## V. BID SET

### A. Begin Advertisement:

Bruce Dees & Associates will include permit comments and coordinate with City of Lakewood Purchasing for the advertisement for the bid. The Client will be responsible for advertising costs.

### B. Attend review meeting.

### C. Provide bid set (PDF) to the City to issue for bidding.

### D. Coordination During Bidding Phase:

1. Answer contractor questions.
2. Attend an on-site pre-bid conference.
3. Prepare addendums if required.

*Note: All costs for bidding will be paid for by the Client.*

### E. Bid Opening, Review Bids, and Pre-Construction:

1. Attend the bid opening.
2. Review all bid proposals.
3. Review contractor qualifications.
4. Facilitate a pre-construction conference with the contractor and the Client.

## Reviews – Bid Set Phase

1. Review meeting (meeting #9).
2. Pre-Bid conference (meeting #10).

## Deliverables

- Complete construction documents ready for advertisement, reproduction, and PDF of the drawings and specifications. Documents to meet City of Lakewood format for Electronic Files.

## VI. CONSTRUCTION REVIEW

### A. Construction Review

It is anticipated that construction will be completed in within a four-month period. Construction review time will be provided on a periodic basis and will include.

1. Review for approval or disapproval submittals of materials and equipment related to our scope of work that are submitted by the Contractor.
2. Attend construction review meetings as appropriate.
3. Conduct surveillance of construction to include periodic visits to the site to observe the progress and quality of the work.
4. Monitor construction progress and quality with decisions relative to contract performance. Document progress with reports as appropriate.
5. Issue instructions to the Contractor and prepare field directives and change orders, if applicable.
6. Review the contractor's work and approve or disapprove work in conformance with the contract documents.
7. Review the completed project conformance to the requirements of the contract documents.
8. Review contract payment requests for all work.

## **VII. PROJECT CLOSE-OUT**

1. Conduct a final review and prepare punchlist.
2. Conduct a final review of punchlist items and recommend acceptance.
3. Review project closeout documents such as guarantees, warranties, and legal documents associated with our scope of work.
4. Prepare record drawings (AutoCad and PDF) from contractor mark ups.
5. Conduct a one-year warranty review.

## **SUBCONSULTANTS**

### **Sitts & Hill Engineers, Inc – Boundary and Topographic Mapping**

Sitts and Hill Engineers, Inc. will provide a boundary and topographic mapping for a portion of Springbrook Park, located in the City of Lakewood, WA. Work provided:

- The project will be NAD 1983/1991 horizontal datum and NGVD 1929 vertical datum to match the prior work.
- Perform a topographic survey over the area shown in blue on the survey limits exhibit. The project will comply with the BDA "Topographic Survey Checklist" & "General Survey Checklist".
- Property boundaries will be calculated based upon a provided title report or approximately shown based on available record information.
- Provide deliverables in "General and Topographic Survey Checklist".

### **Exclusions**

- Non-conductible utilities
- Utility line depths
- Title research
- Depiction of any Easements or encumbrances
- Boundary corner staking

### **Sitts & Hill Engineers, Inc. – Civil Engineering Services**

Sitts and Hill Engineers, Inc., will provide Civil Engineering Services related to the proposed park and right-of-way improvements to be constructed at Lakewood's Springbrook Park, located in Lakewood, WA. The support services pursuant to a complete permit submittal package to the City of Lakewood will include:

- Review PDF versions of the park improvement plans and offsite improvement plans prepared by Bruce Dees & Associates, including: erosion control plans, surfacing plans, and grading and drainage utility plans. We anticipate the offsite improvements to consist of curb, gutter, and sidewalk.
- Upon our review and coordination with BDA to make required changes, and provide an engineering seal for the permit plans.
- Size drainage facilities for full infiltration utilizing infiltration recommendations. Note: Geotechnical Engineer's Report to be provided by the City, if required.

## **Grette Associates, LLC – Habitat Assessment, Wetland Assessment, and Wetland Delineation**

### **Habitat and Wetland Assessments**

Grette Associates will prepare a wetland verification or analysis report based on the results of the field delineations. The type of report prepared will be determined by the proposed activities on the site and whether they will comply with the standard buffer widths for the resources identified. Either report will discuss the physical and biological attributes of any wetland(s) identified, as well as the functions and values they provide. The report will be prepared in accordance with the requirements of LMC 14.162.070. The report will also include a map showing the location of the boundaries of any delineated wetlands in relation to the property boundaries.

Grette Associates will also prepare a Habitat Impact Assessment (HIA) in accordance with LMC 14.154.050. The HIA may be combined with the wetland report or be a stand-alone document depending on the requirements of the City of Lakewood. The HIA will document the delineation of the Ordinary High Water Mark (OHWM) of Clover Creek within the subject property, and will document the biological resources contained in the creek (i.e., fish and wildlife species, vegetation, etc.). It will also describe the physical characteristics of the stream and provide an appropriate rating and buffer width in accordance with LMC 14.154.050. The HIA will also discuss any potential impacts to Clover Creek that may result from the proposed project, and will discuss mitigation of any potential impacts, as appropriate.

### **Wetland Delineation**

Grette Associates will visit Springbrook Park located at 4723 127<sup>th</sup> St SW (Tax Parcel Nos. 0219123107, 0219123106, 0219123015, and 0219123082) and perform a reconnaissance for the presence of critical areas (wetland and streams) as defined by Lakewood Municipal Code (LMC) Title 14. Wetlands found on the subject property will be delineated in accordance with the US Army Corps of Engineers' to be determined using vegetation, soil characteristics, and hydrologic features and then marked using alpha-numerically labeled stakes or flagging. Fish and Wildlife Habitat Conservation Areas (FWHCA) identified on the site will be flagged at the ordinary high-water mark (OHWM) in accordance with WA State Department of Ecology's *Determining the Ordinary High-Water Mark for Shoreline Management Act Compliance in Washington State* and LMC 14.154.

In addition, the areas within 300 feet surrounding the subject property will be visually investigated for the presences of wetlands and FWHCA. All identified wetlands will be evaluated and rated using Ecology's *Wetland Rating System for Western Washington – 2014 Update* (Hruby 2014).

## **PROVIDED BY CLIENT/OWNER**

### **1. Site Access**

Rights-of-entry upon all lands necessary for the performance of the above described Scope of Services.

### **2. Special Inspection/Testing**

The Client will obtain and pay for any special inspections including compaction and concrete and asphalt during construction.

### **3. Geotechnical Report**

We intend to utilize the geotechnical report from the Phase I Springbrook Park improvements that did address the use of the onsite material and compaction criteria for pavement areas, slabs, sidewalks, and utility trenches. In the event permit authorities do not accept the original report, any additional geotechnical studies and reports shall be provided by the client.

## **EXTRA WORK**

### **1. Expanded Scope of Work**

If during the course of the project, the Client elects to expand the MACC or the Scope of Work, design fees for the additional work shall be negotiated.

### **2. Extra Work**

Any work not included in this Scope of Work or any meeting(s) in addition to those listed in the Scope of Work shall be considered extra work. No extra work shall be commenced without written authorization from the Client.

### **3. Phased Development**

The Scope of Work is based on a single phase of construction. In the event the Client elects to divide the project into additional construction phases, the fees for additional work to prepare the additional construction documents, bidding, and construction review shall be negotiated.

### **4. Additional Construction Review**

In the event the estimated construction review time is exceeded as a result of the time of completion being extended, fees for the additional time and expenses shall be negotiated.



**Exhibit 'B'**  
**City of Lakewood**  
**SPRINGBROOK PARK IMPROVEMENTS PHASE II**  
**Compensation**

<b>TASK</b>	<b>PERCENTAGE</b>	<b>AMOUNT</b>
I. Background/Schematic	18%	\$18,540.00
II. Design Development	20%	\$20,600.00
III. Construction Documents / Permits	31%	\$31,930.00
IV. Bidding	2%	\$2,060.00
V. Construction Review	27%	\$27,810.00
VI. Project Closeout	<u>2%</u>	<u>\$2,060.00</u>
<b>TOTAL</b>	<b>100%</b>	<b>\$103,000.00</b>

Sitts & Hill – Topographic Survey, Title Report, and Utility Locate	\$13,528.00
Sitts & Hill – Civil Engineering	\$13,225.00
Grette Associates – Habitat & Wetland Assessments / Wetland Delineation	\$7,248.00

**GRAND TOTAL** **\$137,001.00**

If during the course of the project, the Client elects to expand the Scope of Work or increase the MACC resulting in additional work, design fees for the additional work will be negotiated. Any work not included in this Scope of Work or any meeting(s) in addition to those listed in the Scope of Work will be considered extra work and will be negotiated. No extra work will commence without written authorization from the Client.

The above scope of work will be furnished on a lump sum basis with payments made each month on a percent of completed work.

**Exhibit 'C'**  
**CITY OF LAKEWOOD**  
**SPRINGBROOK PARK PHASE II**  
**Schedule**  
**July 10, 2020**

**DESIGN SCHEDULE**

**2020**

**2021**

2020 - 2021	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL
I. SCHEMATIC DESIGN												
II. DESIGN DEVELOPMENT												
III. CONSTRUCTION DOCUMENTS												
IV. PERMITTING												
V. BID DOCUMENTS & AWARD												
VI. CONSTRUCTION												
VII. PROJECT CLOSEOUT												

June 1, 2020



**Survey Limits Exhibit**  
**Springbrook Park – Project Area shown in Blue**

# REQUEST FOR COUNCIL ACTION

<b>DATE ACTION IS REQUESTED:</b> August 17, 2020	<b>TITLE:</b> Motion authorizing the City Manager to supplement the professional services agreement with Parametrix, Inc. in an amount not to exceed \$65,000.00 for design services related to the JBLM-North Access Improvement project.	<b>TYPE OF ACTION:</b> — ORDINANCE — RESOLUTION <u>X</u> MOTION 2020-44
<b>REVIEW:</b> August 17, 2020	<b>ATTACHMENTS:</b> Scope and Budget	— OTHER

**SUBMITTED BY:** Paul A. Bucich, P.E., Public Works Engineering Director/City Engineer.

**RECOMMENDATION:** It is recommended that the City Council authorize the City Manager to supplement the professional services agreement with Parametrix, Inc. in an amount not to exceed \$65,000.00 for design services related to the JBLM-North Access Improvement project.

**DISCUSSION:** On January 27, 2020, the City Council authorized the City Manager to execute a contract for design services up to a 90% level related to the JBLM-North Access Improvement project in an amount not to exceed \$1,937,728.00. The supplemental \$65,000 ammendment would afford the design to be completed for the project, whether the project is bid as one project or split into two phases. The new contract value would not exceed 2,002,728.00.

**ALTERNATIVE(S):** There is no practical alternative other than to conduct a new consultant selection process and negotiate a new fee.

**FISCAL IMPACT:** This project is funded from multiple sources; \$9,485,000 is secured and \$9,485,000 is unfunded.

A DCIP grant application has been applied for and the City has not received notification to proceed with a grant application after review of our proposal. The remainder of the funds are derived from General Obligation Bond funds, General Fund, Surface Water Management funds and Private Developer Contributions. The total budget immediately available is \$7,246,370 and can be reviewed in the table on page 2. **(Continued on Page 2)**

Troy Pokswinski  
Prepared by  
  
Paul A. Bucich  
Department Director

City Manager Review  


**AGENDA BILL**  
**PAGE 2**

**FISCAL IMPACT: (Continued from Page 1)**


Attached is the estimated costs and available budget for the project.

The costs shown are based on a preliminary level and therefor include a 3% construction contingency. This contingency is smaller than the traditional 10% contingency due to the size and scope of the project. The potential for significant cost overruns is limited provided no significant changes in the bidding climate.

Washington Blvd. & Gravelly Lake Drive Combined Project	
Design	
Parametrix Contract (complete project design)	\$2,002,728
Staff Time	\$227,272
ROW Costs	\$125,000
Subtotal	\$2,355,000
Construction	
Construction contract	\$15,320,000
3% Contingency	\$460,000
Subtotal	\$15,980,000
Construction Management	
Staff Time and Parametrix construction support	\$815,000
Total *	\$18,970,000
*Includes 3% Contingency of \$460,000	

Funding Source	Design Phase	Right of Way Phase	Construction Phase	Funding Source Total
GO Bonds	\$1,550,000	\$65,000	\$4,149,970	\$5,764,970
City (General Fund)	\$400,000	\$60,000	\$326,800	\$786,800
City (SWM)	\$300,000	\$0	\$2,482,928	\$2,782,928
Private Developer Contribution	\$0	\$0	\$150,302	\$150,302
Unfunded (DCIP/DCCA)	\$0	\$0	\$9,485,000	\$9,485,000
<b>Total</b>	<b>\$2,250,000</b>	<b>\$125,000</b>	<b>\$16,595,000</b>	<b>\$18,970,000</b>



	<p><b>LAKEWOOD PARKS &amp; RECREATION ADVISORY BOARD</b>  <b>REGULAR MEETING MINUTES</b>  <b>Tuesday June 23, 2020 – 5:30 PM</b>  <b>Zoom Meeting</b></p>
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## **CALL TO ORDER**

Jason Gerwen called the meeting to order at 5:30 p.m.

## **ATTENDANCE**

**PRAB Members Present:** Jason Gerwen, Vito Iacobazzi, Sylvia Allen, Alan Billingsley, Susan Dellinger, Michael Lacadie

**Staff Present:** Mary Dodsworth – Director, Nikki York – Office Assistant

**Council Liaison:** Linda Farmer

**APPROVAL OF MINUTES:** Alan Billingsley moved and Jason Gerwen seconded the motion to approve the minutes of the May 26, 2020 meeting as written. MPU.

**Public Comment:** No public comments were received.

## **OLD BUSINESS:**

**Joint Council Meeting Recap:** Jason Gerwen felt heard and supported by council. Zoom made it a little disjointed. Michael Lacadie thought it went well. Jason hopes that we will be able to get councils support for COVID-19 recovery and the impact on parks. Vito Iacobazzi agreed that Zoom made it a little disjointed and difficult to have a good conversation. We were able to ask questions but we didn't wait for the answers. Linda Farmer said that the council had a lot of great comments about the Farmers Market. They want to know more about the Summer Concerts. Jason Gerwen asked about current phases and guidance regarding the singers with masks.

## **NEW BUSINESS:**

**COVID-19 Summer Update:** Nikki York shared to COVID-19 recovery plan. Reviewed the City's current park phased reopening plan. The hope is to move into phase 3 in July. At that time, sports groups of up to 50 can use facilities and groups can reserve shelters and use open spaces. The City is requiring all groups to have a safety plan and approved permit to use City facilities. Summer Day Camp will start on July 6<sup>th</sup> at the Senior Center. Nikki shared the safety plan template and the new COVID-19 disclaimer. Mary Dodsworth shared information and observations regarding groups using the ballfields, the beaches, playgrounds and restrooms.

**Directors Report:** Mary Dodsworth reviewed the Directors Report including, the statewide weekly coordinated counties zoom meeting which shares information and other topics relating to COVID -19, Capital Projects including (Springbrook Park expansion, Gateways at Berkley and Woodbrook, projects at Harry Todd Park, Chambers Creek trail, Edgewater Park, Angle Lane South, and the Pavilion) Seeley Lake survey, RCO grants, and Farmers Market. The summer concerts at Fort Steilacoom Park will be held in July and August along with two Drive in movies.

**Board Comments:**

Alan Billingsley talked about the Northwest Youth Corp work at the South Puget Sound Wildlife area. They were able to have the group an extra week. It is going to look great when they are done.

Sylvia Allen likes the virtual meetings in the summer. We may want to consider them for next summer too.

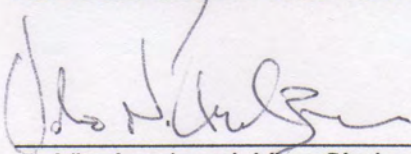
Vito asked about the Veterans drive project impact to American Lake Park. Mary says trees have been removed. Street and parking lot improvements won't happen until fall (after summer season).

Michael will not be at the next meeting. He will be at the Lakehouse in Maine.

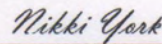
**Council Comments:** Councilmember Farmer suggested checking with how local churches use Plexiglas for their bands. Maybe we could do something like that for Farmers Market entertainment or the summer concerts.

**NEXT MEETING:** The next PRAB meeting is scheduled for Tuesday July 28, 2020 in the American Lake Room at 5:30 p.m. This may be held virtually as a Zoom Meeting.

**ADJOURNMENT:** Jason Gerwen adjourned the meeting at 6:17 p.m.



Vito Iacobazzi, Vice-Chairman



Nikki York, Office Assistant



# REQUEST FOR COUNCIL ACTION

**DATE ACTION IS REQUESTED:**

August 17, 2020

**REVIEW:**

August 10, 2020

**TITLE:** A Resolution authorizing the City Manager to certify Lakewood as a “Coordinated Community Applicant” under a proposed Pierce County Shelter Grant Application

**ATTACHMENTS:** Draft Resolution

**TYPE OF ACTION:**

☐ ORDINANCE NO.

☒ RESOLUTION NO. 2020-12

☐ MOTION NO.

☐ OTHER

**SUBMITTED BY:** Dave Bugher, Assistant City Manager for Community and Economic Development, and Tiffany Speir Planning Manager - Long Range/Strategic Planning, through John Caulfield, City Manager.

**RECOMMENDATION:** It is recommended that the City Council adopt the Resolution.

**DISCUSSION:** The State Department of Commerce has solicited Coordinated Community Applications for Emergency Shelter Bed Grant Funds. The due date for the applications have been extended several times. The latest extension is Wednesday, August 19, 2020. The State Department of Commerce intends for communities to use equitable and creative approaches to develop or expand shelter programs and bring people inside with a goal of exiting participants to permanent housing quickly.

Discussion continues on the following pages.

**ALTERNATIVE(S):** The City Council could take no action on the Resolution or amend it prior to action.

**FISCAL IMPACT:** For all practical purposes Lakewood is acting as something akin to a pass-through agency. Lakewood is allocating its designated funds under a state program to Pierce County who then receives additional grant money to serve a homeless population region-wide. Pierce County is the applicant, and fiduciary agent. The program management rests with Pierce County Human Services. The attached resolution has no fiscal impact to the City of Lakewood. Lakewood is participating in a grant process to support other agencies.

Prepared by: Dave Bugher

Department Director

City Manager Review



## DISCUSSION CONTINUED:

Under the State Department of Commerce's Shelter Grant Program as authorized by 2020 State Legislative Bill ESSB 6181 at section 85, Pierce County, Tacoma, Lakewood, Puyallup and University Place are all eligible for funds to create new emergency shelter beds. As described in the grant, the State Department of Commerce intends for communities to use equitable and creative approaches to develop or expand shelter programs and bring people inside with a goal of exiting participants to permanent housing quickly.



Shelter Grant Program August 1, 2020 - June 30, 2023			
<i>County</i>	<i>Jurisdiction</i>	<i>Stand Alone Applicant Funding</i>	<i>Coordinated Community Applicant Funding</i>
Pierce	Unincorporated Pierce County	\$2,066,060	\$2,582,575
Pierce	Lakewood	\$293,528	\$366,910
Pierce	Puyallup	\$204,491	\$255,613
Pierce	Tacoma	\$1,039,917	\$1,299,896
Pierce	University Place	\$162,776	\$203,470
	<b>Total</b>	<b>\$3,766,772</b>	<b>\$4,708,464</b>

Under the program, eligible jurisdictions within a county get more funding if applied for in a Coordinated Community Application, even if beds are not created within every jurisdiction. If each jurisdiction were to apply separately, Lakewood would qualify for \$293,528 and a total of \$3,766,772 would be available for all combined. If submitting a coordinated application, the total share for Lakewood is increased to \$366,910, and the cumulative total is increased to \$4,708,464.<sup>1</sup> Jurisdictions can pool their funding for projects to maximize the scale and effectiveness of the projects built. **All jurisdictions involved with a coordinated application are required to sign the grant application, even if beds are not created in a particular jurisdiction.**

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<sup>1</sup> Eligible applicants not participating in a Coordinated Community Application may apply individually, but will receive less funding than if they applied as part of a Coordinated Community Application. After initial awards to Coordinated Communities and Stand Alone applicants, any remaining funds will be distributed proportionately to Coordinated Community Applicants, further incentivizing community coordination.

In order to maximize the available Shelter Grant Program funding, representatives from Pierce County, Lakewood, Puyallup, Tacoma and University Place have prepared a Coordinated Community Application, and **as the lead agency Pierce County is now seeking a signature from Lakewood for the application (the deadline for submission is August 19.)**

The Shelter Grant Program project eligibility criteria follow:

1. Shelter program will enact strategies to ensure racially equitable access and racially equitable outcomes at exit.
2. Shelter rules and policies do not include pre-conditions for receiving shelter, and are narrowly focused on maintaining a safe environment for residents and the community and avoiding exits to unsheltered homelessness.
3. Shelter staff are trained on LGBTQ+ competency, racial equity and how to implement trauma informed care.
4. Shelter program provides outreach to unsheltered individuals.
5. Shelter program provides residents with housing stability focused services, including diversion and problem solving. Shelter programs connect shelter residents to mainstream services including behavioral health, chemical dependency, education or workforce training, employment services and permanent supportive housing.
6. Shelter must be available for occupancy by December 2020. In special circumstances, Commerce will consider approval of later occupancy dates. Commerce intends to recapture and redistribute funds for shelters not available for occupancy by the December deadline.
7. Shelter program is consistent with county local homeless housing plans.
8. Direct service providers must enter client data into the Homeless Management Information System.

In the application, new emergency shelter bed projects are being proposed by:

- Low Income Housing Institute – tow projects within Tacoma with portable housing units that could be moved to other areas (e.g., eastern Pierce Co.) later; and
- The City of Puyallup and Pierce County contracting with a housing provider in East Pierce County

By signing the Coordinated Community Application, Lakewood would be approving that the two projects described below move forward and get fully developed by December, 2020. The beds would be available for use at least until June 2023 per the grant.

The proposed projects are summarized below and described in more detail in Attachment A.

### Emergency Shelter Program Funding Allocation

<u>Agency</u>	<u>Project Name</u>	<u>1st Year</u>	<u>2nd Year</u>	<u># of beds</u>
City of Puyallup	East PC/Puyallup	\$1,700,000	\$900,000	30
Low Income Housing Institute w/ Tacoma	6 <sup>th</sup> & Orchard	\$1,400,000	\$700,000	32-50
		<b>\$3,100,000</b>	<b>\$1,600,000</b>	<b>62 - 80</b>

A Resolution is also attached (Attachment B) for City Council review and action to approve the City Manager's signing the Coordinated Community Application.

**ATTACHMENT A**  
**Shelter Grant Program Applicants**

**Subgrantee 1 Information**

*If more than one subgrantee will be funded, please copy this tab and complete this form for each.*

Name of Organization:

**Low Income Housing Institute. Project located in City of Tacoma, but units can be relocated elsewhere in the future**

Mailing Address:

1253 S Jackson S. Suite A, Seattle, WA 98144

Subgrantee Type:

<input type="checkbox"/>	County Government
<input type="checkbox"/>	City Government
<input type="checkbox"/>	Council of Governments
<input checked="" type="checkbox"/>	Nonprofit community/neighborhood based organization
<input type="checkbox"/>	Housing Authority
<input type="checkbox"/>	Federally recognized Indian tribe in the State of WA

	<b>Executive</b> This is the person who will sign the grant agreement with Commerce.	<b>Program Manager</b> This is the person who is the primary grant contact with Commerce.	<b>Finance/ bookkeeper</b> This is the person who we will contact with questions about invoices.	<b>Data manager</b> This is the person who we will contact with questions about HMIS data.
Name:	Sharon Lee	Ralph Neis	Yijing Qian	Alexandra Price
Title:	Executive Director	Area Manager	Accounting Manager	Supportive Services Mgr
Phone:	206-443-9935	206-459-5901	206-449-9935 ext 136	206-620-4131
Email:	sharon.lee@lihi.org	ralph.neis@lihi.org	yijing.qian@lihi.org	alexandra.price@lihi.org

City of Tacoma outreach staff, Tacoma Homeless Outreach Team (HOT) and service provider will refer homeless families, couples and individuals to the tiny house village. Case Management staff will complete intake and evaluate people based on their vulnerability and VI-SPDAT score. High scoring individuals will be referred to Coordinated Entry as well as to Tacoma Housing Authority housing, LIHI housing and other subsidized housing.

**The Village located in Tacoma will include 35 Tiny Houses.** 32 of these units will be residential units, two will be case manager units, and one will be a security/front desk unit. The Village will include laundry facilities, security booth with 24-hour security staff, ADA accessible showers and bathrooms, a kitchen facilities, donation space, and supportive services for our homeless residents and their pets. **The Village will serve about 50-55 individuals and families with children experiencing homelessness at a time.** The Tiny houses are all safe

and sturdy structures that help protect homeless families and individuals otherwise forced to sleep unsheltered in unsafe conditions on the streets. The Tiny Houses have lockable doors, insulation, electricity, heat, and ventilation. The service delivery model in this program is centered around one on one client to case manager services. Full time case managers are available to clients on site at each village every day and have designated offices in the Village. The full-time case managers will provide services on-site and help our residents in a variety of ways which includes but not limited to referral services, navigating systems, employment, other income applications, housing applications, child care resources and many more. This program will provide people a track to permanent housing and improving their outcome in employment, health, and education.

The timeline includes 6-8 weeks for set-up of the Tiny House Village. This includes construction of tiny houses, installation of utilities, common facilities, kitchen and hygiene facilities. A community meeting will be convened with City of Tacoma, Church and LIHI in September. A Community Advisory Committee will be established. Staff will be hired and trained in October. The village will be ready for occupancy in mid to late October. Full occupancy in November 2020.

## Subgrantee 2 Information

*If more than one subgrantee will be funded, please copy this tab and complete this form for each.*

Name of Organization:

**To Be Determined - Location of Project in East Pierce County. Coordination between Puyallup and Pierce County and Non-Profit Service Provider**

Mailing Address:

Subgrantee Type:

- ☐ County Government
- ☐ City Government
- ☐ Council of Governments
- ☐ Nonprofit community/neighborhood based organization
- ☐ Housing Authority
- ☐ Federally recognized Indian tribe in the State of WA

	<b>Executive</b> This is the person who will sign the grant agreement with Commerce.	<b>Program Manager</b> This is the person who is the primary grant contact with Commerce.	<b>Finance/ bookkeeper</b> This is the person who we will contact with questions about invoices.	<b>Data manager</b> This is the person who we will contact with questions about HMIS data.
Name:	TBD	TBD	TBD	TBD
Title:				
Phone:				
Email:				

The Puyallup City Council will review the proposed project at their September meeting. If approved, shelter units will be arranged by October. **The City and the County will partner to solicit a service provider by releasing an RFP no later than October. At this time, our best estimate is to have units in place and available by November.**

These funds will be used to create a low barrier shelter in East Pierce County that will provide services to individuals experiencing homelessness. The project will support the CoC's goal of making homelessness rare, brief and a one-time occurrence for homeless citizen's residing in the East part of the County. The City of Puyallup (COP) and Pierce County (PC) will work jointly to identify a service provider who is committed to working with every client to find a safe place to call home. The project will serve up to 30 individuals at time. Once the provider is selected, the project will establish a referral SOP to ensure a smooth entry process. Upon receipt of referral, the project will attempt to divert the client to a safe, alternate housing solution. If such an option cannot be identified, staff will complete a

program entry and connect with on-site supportive services to provide WRAP around services. Staff will work with individuals to create a housing stability plan and support them to create housing goals, identify barriers and make connection to community resources. Individuals will be provided with basic needs on-site such as meals, hygiene items, showers, access to staff 24 hours a day, as well as nutritional support. Site security will ensure that the environment is safe for guests and staff alike.

This project will be a continuous stay overnight shelter, accepting referrals from East Pierce County partners. Units will be used to provide low barrier emergency shelter to vulnerable men and women living in East Pierce County. In addition to attempting diversion upon referral to the shelter, WRAP around services will be provided on site for those who are unable to identify a safe, alternate permanent housing option. This project will have a maximum length of stay of 90 days, with a target average length of stay of 60 days or less. This is consistent with Pierce County CoC principles.



**RESOLUTION NO. 2020-12**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO CERTIFY  
LAKEWOOD AS A “COORDINATED COMMUNITY APPLICANT” UNDER A  
PROPOSED PIERCE COUNTY EMERGENCY SHELTER GRANT  
APPLICATION**

WHEREAS, in the 2020 Regular Session, the Washington State Legislature approved, and the Governor signed, Engrossed Substitute Senate Bill 6181 (“ESSB 6181”); and

WHEREAS, ESSB 6181 at Section 85 authorizes the State Department of Commerce to solicit individual jurisdictional applications or Coordinated Community Applications for funding through its Shelter Grant Program; and

WHEREAS, by applying individually for Shelter Grant Program funds, the City of Lakewood is eligible for \$293,528 and the total amount for all jurisdictions is \$3,766,772; and

WHEREAS, by participating in a Coordinated Community Application with Pierce County, Tacoma, Puyallup and University Place, the City of Lakewood is eligible for \$366,910 and the total amount for all jurisdictions is \$4,708,464; and

WHEREAS, by the City of Lakewood coordinating its application and use of awarded Shelter Grant Program funds with other eligible Pierce County jurisdictions, the total available funds are \$4,708,464 and therefore more emergency shelter beds can be created in Pierce County;

**NOW, THEREFORE, BE IT RESOLVED BY THE LAKEWOOD CITY COUNCIL AS FOLLOWS:**

Section 1. Resolution of Support. The Lakewood City Council declares its support of the submission of a Coordinated Community Application with Pierce County, Tacoma, Lakewood, Puyallup and University Place for Department of Commerce Shelter Grant Program funds as authorized by ESSB 6181 at Section 85 no later than August 19, 2020.

Section 2. Further Authority; Ratification. The City Manager is hereby authorized and directed to undertake all action necessary or desirable from time to time to carry out the terms of, and complete the actions contemplated by, this Resolution. All acts taken pursuant to the authority of this Resolution but prior to its effective date are hereby ratified.

Section 3. Effective Date. This Resolution shall take effect immediately upon passage by the City Council.

ADOPTED by the Lakewood City Council in open meeting this 17<sup>th</sup> day of August, 2020.

CITY OF LAKEWOOD

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Don Anderson, Mayor

Attest:

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Briana Schumacher, City Clerk

Approved as to Form:

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Heidi Ann Wachter, City Attorney