

CHEHALIS CITY COUNCIL AGENDA

CITY HALL

350 N MARKET BOULEVARD, CHEHALIS, WA 98532

Dennis L. Dawes, Position at Large
Mayor

Terry F. Harris, District 1, Mayor Pro Tem
Daryl J. Lund, District 2
Dr. Isaac S. Pope, District 4

Anthony E. Ketchum Sr., District 3
Chad E. Taylor, Position at Large
Bob Spahr, Position at Large

Regular Meeting of Monday, January 23, 2017

5:00 p.m.

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
1. <u>Call to Order.</u> (Mayor)		
2. <u>Pledge of Allegiance.</u> (Mayor)		

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
SPECIAL BUSINESS		
This is an opportunity for members of the audience to address the council on matters not listed elsewhere on the agenda. Speaker identification forms are available at the door and may be given to the city clerk prior to the beginning of the meeting.		
3. <u>Flood Authority Update.</u> (J. Vander Stoep)	---	---

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
CITIZENS BUSINESS		
This is an opportunity for members of the audience to address the council on matters not listed elsewhere on the agenda. Speaker identification forms are available at the door and may be given to the city clerk prior to the beginning of the meeting.		

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
CONSENT CALENDAR		
4. <u>Minutes of the Regular Meeting of January 9, 2017.</u> (City Clerk)	APPROVE	1
5. <u>Vouchers and Transfers.</u> (City Manager, Finance Manager)	APPROVE	4
6. <u>Accept the Basin 1022 I/I Rehabilitation Project as Complete and Release Retainage to Michels Corporation After the City Clerk Ensures All Statutory Requirements Have Been Met.</u> (City Manager, Public Works Director, Wastewater Superintendent)	APPROVE	6
7. <u>Award Bid for the Airport Pump Station Rebuild Project to Rognlin's, Inc., in the Amount of \$885,600.</u> (City Manager, Airport Manager)	APPROVE	16
8. <u>Increase Maximum Billable Amount from Skillings Connolly, Inc., in the Amount of \$75,000 for Engineering Services for the Airport Pump Station Rebuild Project.</u> (City Manager, Airport Manager)	APPROVE	22

ITEM	ADMINISTRATION RECOMMENDATION	PAGE
ADMINISTRATION AND CITY COUNCIL REPORTS		
9. <u>Administration Reports.</u>		
a. City Manager update. (City Manager)	INFORMATION ONLY	---
10. <u>Councilor Reports/Committee Updates.</u> (City Council)	INFORMATION ONLY	---

THE CITY COUNCIL MAY ADD AND TAKE ACTION ON
OTHER ITEMS NOT LISTED ON THIS AGENDA.

NEXT REGULAR CITY COUNCIL MEETING IS MONDAY, FEBRUARY 13, 2017.

January 9, 2017

The Chehalis city council met in regular session on Monday, January 9, 2017, in the Chehalis city hall. Mayor Dennis Dawes called the meeting to order at 5:00 p.m. with the following council members present: Terry Harris, Daryl Lund, Chad Taylor, and Tony Ketchum. Councilors Dr. Isaac Pope and Bob Spahr arrived at 5:02 p.m. Staff present included: Jill Anderson, City Manager; David Fleckenstein, Airport Manager; Caryn Foley, City Clerk; Bill Hillier, City Attorney; Trent Lougheed, Community Development Director; Judy Pectol, Finance Manager; Glenn Schaffer, Police Chief; Judy Schave, Human Resources/Risk Manager; and Lilly Wall, Recreation Manager. Members of the media included Justyna Tomtas from *The Chronicle*.

1. **Citizens Business.** Julie Balmelli-Powe (PO Box 341, Chehalis) addressed the council regarding water at the home she purchased at 891 NW Ohio Street through a tax sale through Lewis County. Ms. Powe presented a letter from the Public Works Department regarding the amount necessary to establish water service at the home, which totaled \$6,812.79 through September 7, 2016. She stated she did a little search and found no liens against the property, nor was there any mention of additional liens at the time of sale. She bought the house and has put quite a bit of money into fixing it up and went to hook up the water and found out there was a \$6,800+ water bill. She thought it was crazy to get hit with a water bill in this amount when trying to fix up a derelict home. Had she known about the water bill, she would not have bid the amount she did. She understood that current city ordinances allowed this, but thought some process needed to be put in place to notify people.

Mayor Dawes stated he assumed Ms. Powe received the explanation that when a meter is pulled the chose is either to pay the reconnection fee or the amount due, whichever is less.

Ms. Powe stated she tried to find out how much it would be. She was told she would have to provide proof of ownership and request a new installation and not until then would they provide a quote on what it would be to reestablish service.

Mayor Dawes stated they should have been able to provide the cost of a hookup for a single-family residence.

Mr. Hillier stated the confusion might be that everyone knows what the connection fee is, but what they don't know is what the lower figure might be without going through the calculation process. He assumed that public works doesn't provide that calculation until someone provides proof of ownership.

Ms. Powe stated beyond having to pay the back charges, the price per day charge also seems high when no water is being used. She hoped the council could do something.

Mayor Dawes stated that a lot of the reason this is done is to pay for the new sewer plant that the state forced the city to build a number of years ago. He added that staff is discussing a process for notifying the public of pending utility charges.

Mr. Hillier stated staff's intention is to start the process of recording a notice of unavailability of utilities to put a person on notice if they do a search. He stated most of the time, title companies advise people to check with utilities because there could be unrecorded obligations.

Ms. Powe stated she also spoke with the county and they are going to look at adding language to their auction materials to notify people.

Mayor Dawes appreciated the fact that people are willing to purchase old properties and turn them into nice additions to the neighborhoods. He noted staff will continue to work on the situation to reduce potential surprises.

Councilor Harris asked why the base charge for sewer was three times more than water. Councilor Spahr indicated there was more debt load with the sewer plant.

2. **Consent Calendar.** Mayor Dawes stated that item 6 -- First Amendment to Interlocal Agreement Regarding Lewis County Solid Waste Disposal District and Flow Control would be moved to New Business later on the agenda.

Councilor Spahr moved to approve the consent calendar comprised of the following:

- a. Minutes of the regular meeting of December 12, 2016;

January 9, 2017

b. December 30, 2016 Payroll Vouchers No. 39309 through 39314, Direct Deposit Payroll Vouchers No. 7805 through 7901, and Electronic Federal Tax Payment No. 167 in the amount of \$774,836.19; December 15, 2016 Claim Vouchers No. 117716 through 117852 and Electronic Funds Transfer No. 1120161 in the amount of \$1,491,803.22; and December 30, 2016 Claim Vouchers No. 117853 through 117943 in the amount of \$574,906.84.

c. Revised 2017 Salary Schedule; and

d. Change Order No. 2 in the amount of \$30,214.52 for the Airport Apron Rehabilitation Project.

The motion was seconded by Councilor Pope and carried unanimously.

3. Administration Reports.

a. **City Manager Update.** City Manager Anderson will attend the Port of Chehalis meeting on January 12 to speak in favor of the renewal of the Port's general permit before the Corps of Engineers. This is a permit the Port needs to do their wetland fill activities to prepare sites for development. An informational meeting on the Transportation Benefit District funding proposal to increase the sales tax .2% for transportation improvements will be held January 26 at 5:30 p.m. in the council chambers. City Manager Anderson welcomed two new staff members to the city. Trent Lougheed has accepted the position of Community Development Director, and Denny Peace, the City Manager's new Administrative Assistant.

b. **Update from Councilor Harris.** Councilor Harris stated the council subcommittee on Recreation Park met recently to receive a status briefing. Everything is still in an information stage.

c. **Update from Mayor Dawes.** Mayor Dawes reported he attended the entrance conference with the state auditors, and a mayors' meeting where they discussed unfunded mandates.

4. New Business.

a. **First Amendment to Interlocal Agreement Regarding Lewis County Solid Waste Disposal District and Flow Control.** City Manager Anderson stated there were some minor changes over the weekend to the agreement before the council that would continue the interlocal agreement for the solid waste district.

Erik Martin, Lewis County Public Works Director and County Engineer, stated county staff addressed the council about the need to renew the agreement. They spoke with all parties to the agreement and what they heard was that the agreement is working, so please don't change much. He believed the agreement before the council accomplished that. The agreement provides for another 25-year term. Changes include updated dates and a little bit of wording. The original agreement was to create the disposal district and when legal counsel reviewed the document they stated that that was not really how it was functioning. It was created and then it was maintained, so that language should be added to the agreement.

He understood there was a question about the section which addressed the responsibilities of the cities, and the cities having to pass a flow control ordinance. Ms. Anderson stated the city does have a flow control ordinance, which was passed when the original agreement was signed back in 1992.

Councilor Harris stated the agreement provides that the agreement can be amended from time to time, but that would require approval by all parties, including Chehalis.

Councilor Lund commented that he uses the transfer station quite a bit and everyone is always really courteous and friendly, which he appreciated as a citizen.

Councilor Spahr moved to approve the First Amendment to Interlocal Agreement Regarding Lewis County Solid Waste Disposal District and Flow Control and authorize the mayor and city manager to sign the same. The motion as seconded by Councilor Lund and carried unanimously.

January 9, 2017

5. **Condolences.** Mayor Dawes offered condolences to the family of Lukah Herren who was involved in a fatal accident on Friday evening. Lukah was the 16-year-old daughter of Mark Herren and sister of Nichole Paulis, both employees of the city's public works department.

6. **Executive Session.** Mayor Dawes announced that following a short recess, the council would convene into executive session pursuant to RCW 42.30.119(1)(c) to Consider Minimum Price at Which Real Estate Will Be Offered for Sale or Lease not to exceed 20 minutes and there would be no action taken following the executive session. The regular meeting was recessed and the council convened into executive session at 5:30 p.m.

The regular meeting was reopened at 5:50 p.m., and there being no further business to come before the council, the meeting was immediately adjourned.

Mayor

Attest:

City Clerk

Approved:
Initials:

**CITY OF CHEHALIS CITY COUNCIL
AGENDA REPORT**

MEETING OF: January 23, 2017

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Judy Pectol, Finance Manager
Michelle White, Accounting Tech II

SUBJECT: 2016 Vouchers and Transfers

ISSUE

City Council approval is requested for the 2016 Vouchers and Transfers described below.

DISCUSSION

The following claim vouchers have been reviewed by a committee of three councilors prior to the release of payments. Requesting City Council approval for 2016 Claim Vouchers No. 117944 through 118059 and Electronic Funds Transfer Nos. 122016 and 1220161 in the amount of \$357,779.81 dated January 13, 2017 and the transfer of \$129,419.79 from the General Fund, \$2,580.36 from the Dedicated Street Fund-4% Sales Tax Fund, \$38,437.67 from the Tourism Fund, \$287.40 from the Garbage Fund, \$36,540.15 from the Wastewater Fund, \$112,245.27 from the Water Fund, \$3,033.57 from the Storm & Surface Water Utility Fund and \$35,235.60 from the Airport Fund.

RECOMMENDATION

It is recommended that the City Council approve the January 13, 2017 Claim Vouchers No. 117944 through 118059 and Electronic Funds Transfer Nos. 122016 and 1220161 in the amount of \$357,779.81.

SUGGESTED MOTION

I move that the City Council approve the January 13, 2017 Claim Vouchers No. 117944 through 118059 and Electronic Funds Transfer Nos. 122016 and 1220161 in the amount of \$357,779.81.

**CITY OF CHEHALIS CITY COUNCIL
AGENDA REPORT**

MEETING OF: January 23, 2017

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Judy Pectol, Finance Manager
Michelle White, Accounting Tech II

SUBJECT: 2017 Vouchers and Transfers

ISSUE

City Council approval is requested for the 2017 Vouchers and Transfers described below.

DISCUSSION

The following claim vouchers have been reviewed by a committee of three councilors prior to the release of payments. Requesting City Council approval for 2017 Claim Vouchers No. 118060 through 118098 in the amount of \$413,763.95 dated January 13, 2017 and the transfer of \$386,707.93 from the General Fund, \$1,406.58 from the Wastewater Fund, \$20,235.50 from the Water Fund, \$194.05 from the Storm & Surface Water Utility Fund and \$5,219.89 from the Airport Fund.

RECOMMENDATION

It is recommended that the City Council approve the January 13, 2017 Claim Vouchers No. 118060 through 118098 in the amount of \$413,763.95.

SUGGESTED MOTION

I move that the City Council approve the January 13, 2017 Claim Vouchers No. 118060 through 118098 in the amount of \$413,763.95.

**CHEHALIS CITY COUNCIL MEETING
AGENDA REPORT**

MEETING OF: January 23, 2017

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: Rick Sahlin, Public Works Director
Patrick Wiltzius, Wastewater Superintendent

SUBJECT: Acceptance and Closeout of the Basin 1022 I&I Rehabilitation Project

ISSUE

The Basin 1022 Inflow and Infiltration (I&I) Rehabilitation Project is complete. It is recommended that the City Council accept the project as complete and release the retainage to Michels Corporation after all statutory requirements have been met.

DISCUSSION

In 2015, the City received a funding package from Ecology for the Basin 1022 I&I Rehabilitation Project which was the number one priority listed in the City's I&I Strategic Plan. City Council accepted the funding package and the project went out to bid in early 2016. The low bid for the project was from Michels Corporation with a bid of \$588,159.36. Construction began in September of 2016 and was finished in November 2016.

The project was designed to rehabilitate approximately 7,500 feet of 6 thru 12-inch sewer pipe utilizing the cured in place pipe (CIPP) method along with rehabilitation of 33 manholes and the reconstruction of a small force main on the Salzer Creek bridge. The project was located in the northern end of Chehalis and encompassed the sewer service area from Chamber Way on the east side of I-5 to the City's northern limits.

When the sewer lines were televised by the contractor at the start of the project, it was determined that some of the sewer lines slated for rehabilitation did not need rehabilitation. This accounts for the amount of sewer line actually rehabilitated being slightly less than originally planned. In addition, 8 more manholes were identified as needing rehabilitation and it was determined that there was enough money in contingency funds to accomplish the work. In the end, 7,297 feet of sewer line and 41 manholes were rehabilitated and the Salzer Creek bridge force main was replaced and insulated.

The final cost of the project (w/tax) was \$567,364.37, which is \$20,794.99 less than the original bid amount. The reduction is primarily due to some contingency monies not being utilized, as well as costs for crack sealing inside the manholes being substantially less than estimated.

The administration recommends that the project be closed out and the retainage released. With the final acceptance of the project by the City Council, and verification by the City Clerk that all statutory requirements have been met, the retainage of \$26,266.87 will be released to Michels Corporation.

As a postscript, the engineering services for this project are also expected to be under budget by approximately \$20,000. In addition, because total project costs are approximately \$600,000 less than what was originally allotted by Ecology in their funding package, the amount of the loan to be secured by the City to finance this project should be hundreds of thousands of dollars less than the previously projected \$1,033,000. The exact amount will not be available until Ecology determines the final funding disbursements between loan and grant funding allotments. The administration will report back to City Council with the loan amount when it is finalized by Ecology.

RECOMMENDATION

It is recommended that the City Council accept the Basin 1022 I&I Project as complete and release the retainage in the amount of \$26,266.87 to Michels Corporation after all statutory requirements have been met.

SUGGESTED MOTION

I move that the City Council accept the Basin 1022 I&I Project as complete and release retainage in the amount of \$26,266.87 to Michels Corporation after all statutory requirements have been met.



Memorandum

To: City Manager T. Jill Anderson
From: Michael Marshall, PE *MM*
Date: January 11, 2017
Re: Basin 1022 I/I Removal Project Contract Pay Estimate 1 - Final

Please find enclosed Pay Estimate No. 1 - Final for the above referenced project. The amount due Michels Pipe Services, 1715 16th Street SE, Salem, OR 97302 is as follows;

Subtotal	\$525,337.38
WSST at 8.0%	<u>\$42,026.99</u>
Subtotal	\$567,364.37
Less 5% Retainage on Base Bid	<\$26,266.87>

Total Amount Due Pay Estimate No. 1 \$541,097.50

We recommend that you approve this pay request for processing. We have received all necessary paperwork including intent to pay prevailing wages, affidavits of wages paid, certified payrolls, etc.

The project is now completed and I am including Change Order 1 herein which is a reconciliation of contract quantities. Change Order 1 is for <\$19,254.62> plus sales tax for a total of <\$20,794.99>.

During this period, the contractor lined 7,297 feet of 6 inch through 10 inch concrete pipe, coated 41 manholes and removed and replaced the Salzer Creek forcemain.

The project is now complete and we request a formal motion to accept the project.

Billing Summary

Job # 60440
 Project: City of Chehalis - Basin 1022 Rehab
 Location: Chehalis, WA

Bid Item	Desc	Qty	U/M	Unit	Ext
1	Miscellaneous Construction (\$25,000 Allowance)	0	FA	\$25,000.00	\$18,639.00
2	Mobilization	1	LS	\$48,338.00	\$48,338.00
3	Traffic Control Supervisor	1	LS	\$17,388.00	\$17,388.00
4	Other Temporary Traffic Control	1	LS	\$25,903.00	\$25,903.00
5	48" Manhole Coating	41	EA	\$2,245.00	\$92,045.00
6	Crack Sealing (\$25000 Allowance)	0	FA	\$25,000.00	\$3,804.00
7	6" & 8" CIPP	3278.9	LF	\$37.00	\$121,319.30
7A	10" CIPP	1182.7	LF	\$41.00	\$48,490.70
8	12" CIPP	2834.9	LF	\$48.75	\$138,201.38
9	Reinstate Service Lines	13	EA	\$188.00	\$2,444.00
10	Remove and Replace Salzer Creek Forcemain Pipe	1	LS	\$8,765.00	\$8,765.00

Total \$525,337.38
 Tax (8%) \$42,026.99
 Total \$567,364.37

Items billed against Bid Item #1

CO1	Remove and replace cleanout	1	LS	\$6,996.00
CO2	Added traffic control and site supervision	1	LS	\$5,140.00
CO3	Manhole diameter changes	1	LS	\$2,441.00
CO4	Unused 8" liner	1	LS	\$4,062.00

Items billed against Bid Item #6

CO5	Manhole Leak Stopping	1	LS	\$3,804.00
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DRIVING INNOVATION.
TRANSFORMING CONSTRUCTION.

SEND REMITTANCE TO:
MICHELS CORPORATION
PO BOX 95
BROWNSVILLE, WI 53006-0095

INVOICE NO. 16-1130

Customer No. 11430
ATTN: Mike Marshall
City of Chehalis
350 N Market Blvd
Chehalis, WA 98532

Date: 12/6/2016
Michels Job #: 60440
Pay App #: 1

RE: Basin 1022 I/I Rehabilitation Project

Invoice Summary

1. Original Contract Value:	\$598,027.70
2. Revised Contract Value (Change Orders):	\$0.00
3. Total Completed to Date:	\$525,337.38
4. Previously Billed:	\$0.00
5. Previously Held Retainage:	\$0.00
6. Total Earned This Period:	\$525,337.38
7. Tax This Period: WA STATE TAX LOC CODE: 2102, 8%	\$42,026.99
8. Total Completed This Period:	\$567,364.37
9. Retainage This Period:	\$26,266.87
10. Current Amount Due This Period:	\$541,097.50

<i>For Internal Use Only</i>	
Total Sales:	\$567,364.37
Taxable Amount:	\$525,337.38
Sales Tax:	\$42,026.99
Retainage:	\$26,266.87
Invoice Amount:	\$541,097.50

Client: City of Chehalis

Title: Baslin 1022 III Rehab Project

Attn: Mike Marshall

MPS Job No. 80440
 Pay Application No. 1
 Date: 12/01/2016

Bid Item	Bid Description	Unit	Unit Cost	Unit Quantity	Total Cost	Previous Quantity	Previous Applications	Total Quantity	Total Cost To Date	Percent Complete	Project Retention		5% Retainage Total
											Retainage This Period	Retainage Previously Held	
1	Miscellaneous Construction	FA	\$ 25,000.00	1	\$ 25,000.00				\$ 18,539.00	75.0%	\$ 931.95	\$ -	\$ 931.95
2	Mobilization	LS	\$ 48,338.00	1	\$ 48,338.00			0.8	\$ 48,338.00	100.0%	\$ 2,416.90	\$ -	\$ 2,416.90
3	Traffic Control Sump/van	LS	\$ 17,388.00	1	\$ 17,388.00			1.0	\$ 17,388.00	100.0%	\$ 869.40	\$ -	\$ 869.40
4	Other Temporary Traffic Control	LS	\$ 25,903.00	1	\$ 25,903.00			1.0	\$ 25,903.00	100.0%	\$ 1,295.15	\$ -	\$ 1,295.15
5	4er Manganese Coating	EA	\$ 2,245.00	33	\$ 74,085.00			41.0	\$ 97,045.00	124.2%	\$ 4,602.25	\$ -	\$ 4,602.25
6	Creek Sealing	AL	\$ 25,000.00	1	\$ 25,000.00			0.2	\$ 3,804.00	15.0%	\$ 190.20	\$ -	\$ 190.20
7	6" and 8" Conc. And AC Pipe: 6" & 8" CIPP	LF	\$ 37.00	3507	\$ 129,759.00			3,278.9	\$ 121,319.90	93.5%	\$ 6,065.97	\$ -	\$ 6,065.97
7A	10" CIPP	LF	\$ 41.00	1183	\$ 48,490.70			1,382.7	\$ 48,490.70	100.0%	\$ 2,424.54	\$ -	\$ 2,424.54
8	12" Concrete Pipe: 12" CIPP	LF	\$ 48.75	3956	\$ 192,855.00			2,834.9	\$ 138,201.38	71.7%	\$ 6,910.07	\$ -	\$ 6,910.07
9	Reinstate Service Lines	EA	\$ 198.00	13	\$ 2,444.00			13.0	\$ 2,444.00	100.0%	\$ 122.20	\$ -	\$ 122.20
10	Remove and Replace Siltweir Creek Foremain Pipe	LS	\$ 8,765.00	1	\$ 8,765.00			1.0	\$ 8,765.00	100.0%	\$ 438.25	\$ -	\$ 438.25
Contract Amount													\$ 598,027.70
Tax Inclusive (Washington State)													\$ 47,842.22
Contract Amount W/ Tax													\$ 645,869.92

CHANGE ORDER

(Instructions on reverse side)

No. 1

PROJECT Chehalis Basin 1022 W Removal Project

DATE OF ISSUANCE December 9, 2016 EFFECTIVE DATE December 9, 2016

OWNER City of Chehalis

OWNER's Contract No. N/A

CONTRACTOR Michels Pipe Services ENGINEER Gibbs & Olson, Inc.

You are directed to make the following changes in the Contract Documents.

Description: Add bid item 7A for 10" Concrete pipe to be lined. Decrease contract amount by \$20,794.99 including 8.0% sales tax for the reconciliation of contract quantities based on final measurements for the work completed compared to work as identified in the original Bidder's Proposal of the contract documents.

Reason For Change Order: Contract close out.

This change order includes all direct and indirect costs for labor, equipment, materials and the time required for completion of the work described delivered to the Owner ready for use.

Attachments: (List documents supporting change)

CHANGE IN CONTRACT PRICE:	CHANGE IN CONTRACT TIMES:
Original Contract Price <u>\$588,159.36 including 8.0 % sales tax</u>	Original Contract Times Substantial Completion: <u>90 Calendar Days</u> Ready for final payment: <u>100 Calendar Days</u> <small>days or dates</small>
Net changes from previous Change Order No. <u> </u> to No. <u> </u> \$ <u>0</u>	Net changes from previous Change Order No. <u> </u> to No. <u> </u> <u>0</u> <small>days</small>
Contract Price prior to this Change Order <u>\$588,159.36</u>	Contract Times prior to this Change Order Substantial Completion <u>90 Calendar days</u> Ready for final payment <u>100 calendar days</u> <small>days or dates</small>
Net Decrease of this Change Order <u>\$20,794.99 including 8.0 % sales tax</u>	Net Increase (decrease) of this Change Order <u>+ 5</u> <small>days</small>
Contract Price with all approved Change Orders <u>\$567,364.37 including 8.0 % sales tax</u>	Contract Times with all approved Change Orders Substantial Completion: <u>95 Calendar days</u> Ready for final payment: <u>105 Calendar days</u> <small>days or dates</small>

RECOMMENDED:
By: [Signature]
Engineer (Authorized Signature)

APPROVED:
By: _____
Owner (Authorized Signature)

ACCEPTED:
By: [Signature]
Contractor (Authorized Signature)

Date: 12-9-16

Date: _____

Date: 12-9-16

CHANGE ORDER

INSTRUCTIONS

A. GENERAL INFORMATION

This document was developed to provide a uniform format for handling contract changes that affect Contract Price or Contract Times. Changes that have been initiated by a Work Change Directive must be incorporated into a subsequent Change Order if they affect Contract Price or Times.

Changes that affect Contract Price or Contract Times should be promptly covered by a Change Order. The practice of accumulating change order items to reduce the administrative burden may lead to unnecessary disputes.

If Milestones have been listed any effect of a Change Order thereon should be addressed.

For supplemental instructions and minor changes not involving a change in the Contract Price or Contract Times, a Field Order may be used.

B. COMPLETING THE CHANGE ORDER FORM

Engineer initiates the form, including a description of the changes involved and attachments based upon documents and proposals submitted by Contractor, or requests from Owner, or both.

Once Engineer has completed and signed the form, all copies should be sent to Contractor for approval. After approval by Contractor, all copies should be sent to Owner for approval. Engineer should make distribution of executed copies after approval by Owner.

If a change only applies to Contract Price or to Contract Times, cross out the part of the tabulation that does not apply.

City of Chehalis - Basin 1022 I/1 Rehabilitation Project
 Michels Pipe Services
 Reconciliation Change Order
 Date: December 8, 2016
 Change Order 1



GIBBS & OLSON

Item No.	Item Description	Quantity	Units	Unit Cost	Bid Amount	Final Quantity	Final Amount	Net Change Quantity	Net Change Amount
1	Miscellaneous Construction	1	FORCE ACCOUNT	\$25,000	\$25,000.00	18,639.00	18,639.00	-73.00%	-6,361.00
2	Mobilization/Demobilization	1	LS	\$48,338	\$48,338.00	48,338.00	48,338.00	0.00%	0.00
3	Traffic Control Supervisor	1	LS	\$17,388	\$17,388.00	17,388.00	17,388.00	0.00%	0.00
4	Other Temporary Traffic Control	1	LS	\$25,903.00	\$25,903.00	25,903.00	25,903.00	0.00%	0.00
5	48" Manhole Coating	33	Each	\$2,245.00	\$74,085.00	41.00	92,045.00	8.00	17,960.00
6	Crack Sealing	1	Allowance	\$25,000.00	\$25,000.00	3,804.00	3,804.00	-85.00%	-21,196.00
7	6" and 8" CIPP	3507	LF	\$37.00	\$129,759.00	3,278.90	121,319.30	-228.10	-8,439.70
7A	10" CIPP (new item)	0	LF	\$41.00	\$0.00	1,182.70	48,490.70	1182.70	48,490.70
8	12" CIPP	3956	LF	\$47.50	\$187,910.00	2,834.90	138,201.38	-1121.10	-49,708.62
9	Reinstate Service Lines	13	Each	\$188	\$2,444.00	13.00	2,444.00	0.00	0.00
10	Remove and Replace Salzer Creek Forcemain	1	LS	\$8,765	\$8,765.00	8,765.00	8,765.00	0.00	0.00
Subtotal					\$544,592.00		525,337.38		-19,254.62
Sales Tax @ 8.0%					\$43,567.36		42,076.99		-1,540.37
TOTAL					\$588,159.36		567,364.37		-20,794.99

Note: The unit price for Bid Item 8 was increased from \$47.50 to \$48.75 per PWC 2

**CITY OF CHEHALIS CITY COUNCIL
AGENDA REPORT**

MEETING OF: January 23, 2017

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: David Fleckenstein, Airport Manager

SUBJECT: Approval of Airport Pump Station Rebuild Bid to Rognlin's, Inc.

ISSUE

The Chehalis-Centralia Airport wishes to execute a bid offer from Rognlin's, Inc.. in coordination with the Flood Control Authority and the Recreation and Conservation Office (RCO) in order to demolish and rebuild the pump station at the airport. This project replaces an aging pump station that was originally built in the early 1940s by the Army Corp of Engineers. The pump station helps push rising water out of the impacted commercial area and airport that are located behind the levee. Hence, overall the project will help protect the airport, commercial facilities, and the associated infrastructure behind the airport levee.

DISCUSSION

Attached is the proposal from Rognlin's. Total cost of the project was approved by the Flood Control Authority for \$1,146,000, which includes engineering and construction. Rognlin's bid amount is \$885,600 for construction. The RCO is funding 100 percent (100%) of the project.

Funding will be sought on a reimbursement status.

RECOMMENDATION

It is recommended that the City Council authorize the city manager to execute the bid from Rognlin's, Inc., in the amount of \$885,600.

SUGGESTED MOTION

I move that the City Council authorize the city manager to accept the Rognlin's, Inc., bid in the amount of \$885,600 for the demolition and reconstruction of the airport pump station.

SECTION 00 42 13

PROPOSAL FORM

CITY OF CHEHALIS
Chehalis Centralia Airport Pump Station

Proposal to:
City of Chehalis
350 N. Market Blvd
Chehalis, WA 98532

This certifies that the undersigned has examined the location of the Chehalis Centralia Airport Pump Station, City of Chehalis Project QG07-1100, in Chehalis Washington, and that the plans, specifications and contract governing the work embraced in these improvements and the method by which payment will be made for said work is understood. The undersigned hereby proposed to undertake and complete the work embraced in this improvement, or as much thereof as can be completed with the money available in accordance with the said plans, specifications and contract, and the following schedules of rate and prices.

Unit prices for all items, all extensions, and total amount of bid shall be shown. All entries must be typed or entered in ink.

State Sales Tax – Rule 170

The Contractor shall collect from the Contracting Agency Washington State Retail Sales Tax on the full Contract price. The Contracting Agency will automatically add this Retail Sales Tax to each payment to the Contractor and for this reason; the Contractor shall not include Retail Sales Tax in the unit Bid prices or in any other Contract amount. However, the Contracting Agency will not provide additional compensation to the Prime Contractor or Subcontractor for Retail Sales Tax paid by the Contractor in addition to the Retail Sales Tax on the total contract amount.

	PLANNED QUANTITY	UNIT	AMOUNT DOLLARS CENTS
BASE BID	1	LS	\$ 820,000.00
SUBTOTAL BID AMOUNT			\$ 820,000.00
STATE SALES TAX @ 8%			\$ 65,600.00
BASE BID TOTAL BID AMOUNT INCL. TAX			\$ 885,600.00

PROPOSAL – SIGNATURE PAGE

The bidder is hereby advised that by signature of this proposal he/she is deemed to have acknowledged all requirements and signed all certificates contained herein.

A proposal guaranty in an amount of five percent (5%) of the total bid, based upon the approximate estimate of the quantities at the above prices and in the form as indicated below, is attached hereto:

CASH IN THE AMOUNT OF _____
CASHIER'S CHECK _____ DOLLARS
CERTIFIED CHECK (\$_____) PAYABLE TO THE LEWIS COUNTY TREASURER
PROPOSAL BOND IN THE AMOUNT OF 5% OF THE BID

SIGNATURE OF AUTHORIZED OFFICIAL(S)

PROPOSAL MUST BE SIGNED

Firm Name Rognlin's, Inc.

Address 321 W. State St.

PO Box 307

Aberdeen, WA 98520

State of Washington Contractor's License No. ROGNL**342LF

Unified Business Identifier (U.B.I.) No. 141 005 883

Telephone Number (360) 532.5220

Federal ID No. 91-0724387

Note:

This proposal form is not transferable and any alteration of the firm's name entered hereon without prior permission from the City of Chehalis will be cause for considering the proposal irregular and subsequent rejection of the bid.

***Attach Power of Attorney**

THE UNDERSIGNED BIDDER PROPOSES TO FURNISH ALL NECESSARY LABOR, TOOLS, MATERIALS, EQUIPMENT AND SERVICES REQUIRED FOR THE CONSTRUCTION OF THE "CHEHALIS CENTRALIA AIRPORT PUMP STATION" FOR THE CITY OF CHEHALIS, IN ACCORDANCE WITH THIS BID AND WITH THE CONTRACT DOCUMENTS.

This Bid is submitted as an offer by the undersigned to enter into the Contract with the City of Chehalis, hereinafter referred to as Owner, for furnishing of materials, labor, tools, equipment and services required for construction of the "Chehalis Centralia Airport Pump Station"- Said improvements are described in this Bid and also by the Contract Documents, which are a part hereof with the same force and effect as though they were attached hereto. This offer is conditioned on the following declarations as to the acts, intentions and understanding of the undersigned and the agreement of the Owner to the terms and prices herein submitted.

Prices for this Bid are listed in the enclosed schedule of bid prices. The Bidder shall complete all bid items.

1. All of the Contract Documents have been examined by the undersigned and their terms and conditions are hereby accepted.
2. It is understood that the Contract Documents may be supplemented by additional Drawings or Specifications and it is agreed that such supplemental Drawings and Specifications, when not in conflict with those referred to in paragraph one (1) above, will have the same force and effect as if completed and attached hereto and that when received they will be considered a part of the Contract Documents.
3. It is understood that all the Work will be performed as a lump sum or unit price and that for said lump sum or unit price, all services, materials, labor, equipment and all work necessary to complete the Project in accordance with the Contract Documents shall be furnished for the said lump sum or unit price named. It is understood that the quantities stated in connection with the price schedule for the Contract submitted herein are approximate only and payment shall be made on the unit prices named for the actual quantities incorporated in the completed Work. If there shall be an increase in the amount of the Work covered by the lump sum price, it shall be computed on a basis of "extra work" for which an increase in payment will have been earned and if there is a decrease in the lump sum payment, it shall be made only as a result of negotiation between the undersigned and the Owner. Furthermore, it is understood that any estimate with respect to time, materials, equipment or service which may appear on the Drawings or in the Specifications is for the sole purpose of assisting the undersigned in checking his own independent calculations and at no time shall the undersigned attempt to hold the Owner, the Engineer or any other person, firm or corporation, responsible for any errors or omissions that may appear in any estimate.
4. The undersigned will furnish the Bonds required by the Contract Documents and comply with all the laws of the Federal Government, State of Washington and the Owner which are pertinent to construction contracts of this nature even though such laws or municipal ordinances may not have been quoted or referred to in these Contract Documents.
5. The cash, certified check or Surety Bid Bond accompanying this Bid shall be forfeited to the Owner to the extent of five percent (5%) of the amount of the Bid in case this Bid is accepted by the Owner and the undersigned shall fail or refuse to execute the Contract and furnish the bonds as required by the Contract Documents within the time limit

named therein after notification that said Bid and Contract Documents which are a part hereof have been accepted, all in accordance with the provisions of this Bid.

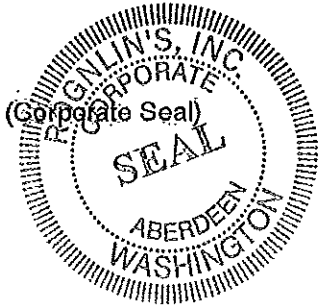
6. It is understood that a unit or lump sum price must be provided for each bid item. The extensions in the column headed "Total Price" are made for the sole purpose of facilitating comparison of the bids. If there are any discrepancies between the unit price or lump sum price and the extensions, the unit price or lump sum price shall govern. The undersigned acknowledges that he has filled out all required forms in their entirety and accepts the sole responsibility for their accuracy and completion.
7. The undersigned agrees that the "Time of Completion" shall be as herein defined in the Contract.
8. Bidder accepts the provisions of the General Conditions as to liquidated damages in the event of failure to complete work on time.
9. The undersigned proposes to furnish all labor, materials, equipment and services for the above listed lump sum prices or unit prices as applicable. The foregoing prices shall include all labor, materials, equipment, overhead, profit, insurance and all other incidental expenses, including use and sales taxes, to cover the finished work of the several kinds called for.
10. The undersigned, as Bidder, acknowledges that Addenda Numbers 1 to 2 have been received and have been examined as part of the Contract Documents.

Mandatory Information Required of Bidder

- 1) Washington State Contractor's License No. ROGNI**342LR Primary Classification General
Expiration Date 8/01/2017 Specialty Classifications, if any n/a
Name of licensee, if different from above n/a
- 2) Contractor's State Tax Registration No. 141 005 883
- 3) Certificate of registration in compliance with Chapter 18.27 RCW? Circle one: YES NO
- 4) Current Washington State Unified Business Identifier No. 141 005 883
- 5) Bidder has industrial insurance coverage as required in Title 51 RCW? Circle one: YES NO
- 6) Employment Security Department No. 000245143 00 0
- 7) State Excise Tax Registration No. C-141-005-883
- 8) Bidder has not been disqualified from bidding on any public works contract under RCW 30.06.010 or 39.12.065(3)?
Circle one: YES NO
- 9) Bidder has not been found out of compliance by the Washington State Apprenticeship and Training Council for working apprentices out of ratio, without appropriate supervision, or

outside their approved work processes as outlined in their standards of apprenticeship under chapter 49.04 RCW for the one-year period immediately preceding the date of the bid solicitation? Circle one: **YES** NO

10) Bidder is not in the Federal Excluded Parties List System (EPLS) for Ineligible Professionals and Debarred Contractors? Circle one: **YES** NO



Roglin's, Inc.
(Firm Name of Bidder)

Randy Roglin, President
(Name of Bidder) Title

Randy Roglin
(Signature of Bidder)

Washington
(State of Incorporation, if incorporated)

Signed this 22nd day of December, Year 2016.

NOTE:

1. If the BIDDER is a co-partnership, so state, giving firm name under which business is transacted
2. If the BIDDER is a corporation, this Bid must be executed by its duly authorized officials

END OF SECTION 00 42 13

**CITY OF CHEHALIS CITY COUNCIL
AGENDA REPORT**

MEETING OF: January 23, 2017

TO: The Honorable Mayor and City Council

FROM: Jill Anderson, City Manager

BY: David Fleckenstein, Airport Manager

SUBJECT: Adjust of Maximum Billable Amount from Skillings Connolly, Inc., for Work Performed in Conjunction with the Airport Pump Station Rebuilding

ISSUE

The Chehalis-Centralia Airport wishes to increase the maximum billable amount from Skillings Connolly, Inc., for work performed in conjunction with the Airport Pump Station Rebuild. The original agreement for engineering services was \$191,926. The new maximum billable amount is \$262,526.

DISCUSSION

Total cost of the project was approved by the Flood Control Authority for \$1,146,000, which includes engineering and construction. The scope of the engineering work was adjusted due to design revisions (\$25,000) stemming from geotech report findings; generator relocation from the pump station structure to a platform on the levee; changes in the pump station finish floor elevation; design revisions to comply with fish exclusion requirements; prepared upfront contract documents; and the addition of construction administration (\$46,500) due to the increased complexity of the design. The Flood Control Authority through the Recreation and Conservation Office is funding the project. The airport is currently positioned to fund cost overruns due to any unforeseeable change orders. If the maximum allowable billable amount is reached, the airport will fund \$2,126 of the project.

RECOMMENDATION

It is recommended that the City Council authorize the City Manager to approve the new maximum billable amount of \$262,526 from Skillings Connolly, Inc., for the engineering services provided in conjunction with the demolition and reconstruction of the airport pump station.

SUGGESTED MOTION

I move that the City Council authorize the City Manager to approve the new maximum billable amount of \$262,526 from Skillings Connolly, Inc.

Supplemental Agreement Number 2	Organization and Address Skillings Connolly, Inc. PO Box 5050 Lacey, WA 98509
Original Agreement Number: 15210	Phone: 360.491.3399
Project Number: 15210	Completion Date: December 31, 2017
Project Title: Chehalis-Centralia Airport Pump Station	New Maximum Billable Amount: \$262,526.00
Description of Work Construction Contract Administration Services	

The Local Agency of **City of Chehalis** desires to supplement the agreement entered into with **Chehalis-Centralia Airport Pump Station Rebuild Project** and executed on **December 16, 2015** and identified as Agreement No. 15210.

All provisions in the basic agreement remain in effect except as expressly modified by this supplement. The changes to the agreement are described as follows:

I

Section 1, SCOPE OF WORK, is hereby changed to read:

Design revisions due to Geotech report findings; generator relocation from pump station platform to platform on levee; pump station finish floor elevation recommendation; design revisions to comply with fish exclusion requirements; prepared up front contract documents

II

Section IV, TIME FOR BEGINNING AND COMPLETION, is amended to change the number of calendar days for completion of the work to read: **Is changed to December 31, 2017.**

III

Section V, PAYMENT, shall be amended as follows:

Original Agreement	\$191,926.00
Supplemental Agreement No. 1 – Design Revisions	25,000.00
Supplemental Agreement No. 2 – Construction Administration Not to Exceed	<u>45,600.00</u>
New Maximum Billable Amount	<u>\$262,526.00</u>

If you concur with this supplement and agree to the changes as stated above, please sign in the appropriate spaces below and return to this office for final action.

Skillings Connolly, Inc.

City of Chehalis

By: _____
Thomas E. Skillings, PE, President

By: _____
Approving Authority Signature

Date

Date

**EXHIBIT A
SCOPE OF WORK**

Prepared for:

**CHEHALIS-CENTRALIA AIRPORT
PUMP STATION REBUILD PROJECT
CONSTRUCTION CONTRACT ADMINISTRATION SERVICES**

January 18, 2017

General Description

The City of Chehalis, Chehalis-Centralia Airport (City) has retained Skillings Connolly, Inc. (Consultant) to provide professional services to assist in the construction contract administration for the Airport Pump Station Rebuild Project, which will be funded through a grant from the Chehalis Flood Authority and managed by the Recreation and Conservation Office (RCO).

The project includes the demolition of the existing stormwater pump station and the installation of a new pump house with two 50 HP pumps and associated improvements.

Assumptions

- The following firms will be subconsultants to Skillings Connolly:
 - Sargent Engineers: Structural Engineering
 - Hultz BHU Engineers: Electrical Engineering
 - Insight Geologic: Geotechnical Inspections
- Construction contract administration services do not include full time or daily inspections
- Consultant will inspect project site for milestone inspections only
- Wetland mitigation requirements will be as described in the bid documents
- Revisions to the wetland mitigation planting plan and long term (beyond the date of physical completion) monitoring are not included in this Scope of Work
- Consultant will conduct the pre-construction conference
- Consultant will document the Contractor's compliance with the contract documents
- Consultant staff will consist of:
 - Senior Project Engineer
 - Field Inspector(s)
 - Office engineer in Consultant office
- Documents will be kept electronically and in loose-leaf binders
- The Construction Administration budget submitted with this Scope of Work is based on these assumptions:
 - The project will be physically complete by July 31, 2017
- City will prepare Contract Documents ready for transmittal to Contractor for execution
- City will review Contractor's bond and insurance certificates
- City will review Subcontractor Documentation
 - City will review Request to Sublet Work forms
- City will take pre-construction photographs of the existing conditions
- City will prepare agendas and conduct progress meetings with the Contractor
- City will prepare monthly progress payment estimates
- City will confirm that Statements of Intent to Pay Prevailing Wages and Affidavits of Wages Paid have been filed in compliance with the contract requirements
- City will check L&I website for affidavit of wages paid

- City will prepare “Notice of Completion of Public Works Contract” for electronic submission to Washington State Departments of Revenue, Labor and Industries, and Employment Security
- City will provide Consultant with inspection reports and photographs from all inspections performed by City staff

Significant changes from these assumptions will be considered extra work and the work hours will be renegotiated as required.

The following tasks are anticipated as part of the Consultant’s work for the project.

Task 100	Project Management
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Task Descriptions:

1. Progress Reports/Invoicing
2. Project Scheduling
3. Review and comment on the Contractor’s baseline schedule and updates
4. Coordination of Inspections

Deliverables:

- Project update reports and memoranda
- Schedule with updates
- Monthly invoices and earned value reports

Task 200	Construction Management
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Task Description:

1. Project Management and Coordination
 - a. Assure compliance with contract plans and specifications, e.g. construction work schedule
2. Pre-construction Meeting and Minutes
 - a. Prepare agenda and list of attendees
 - b. Lead pre-construction meeting
 - c. Document and prepare meeting minutes for distribution to attendees
3. RFI Responses
 - a. Provide interpretations of the contract documents in response to Contractor’s requests for information (RFI’s)
4. Submittal Reviews
 - a. Receive, log, and circulate submittals
 - b. Review/comment/approve Requests for Approval of Materials Sources
 - c. Review/comment/approve Contractor shop drawings and catalog cuts
 - d. Collect and review Material Certifications and other Contractor submittals
 - e. Review substitute and “or equal” materials submitted by the Contractor and provide the City with a recommendation for approval or rejection
5. Payment Application Reviews
 - a. Review “Change Order” claims submitted by the Contractor and provide the City with an analysis and recommendation for resolution
6. Project Closeout
 - a. Prior to substantial completion, provide the Contractor with a punch list of items to be completed or repaired before acceptance of the project
 - b. Prepare a Final Estimate for the project and provide to the City with a recommendation to make final payment to the Contractor

- c. DRAFT project completion and acceptance letters for City signature
- d. Turn over all project documents and files to the City

Deliverables:

- Pre-construction meeting agenda and meeting notes
- All Construction Phase documentation will be provided in indexed three-ring binders
- Construction photographs on CD
- Change orders with back-up
- Requests for information (RFI's) with responses
- Submittal responses and supporting material
- Tracking of material test reports and a report of resolution of deficient test results
- All project-related correspondence
- Punch list
- Completion Letter

Task 300	Construction Inspection
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Task Description:

1. Field Inspections
 - a. Prepare Inspection Reports detailing the Contractor's activities performed for each day the Inspector is on site
 - b. Coordinate and manage testing as required
 - c. Document and evaluate results of tests and identify deficiencies; notify the City and the Contractor of any deficiencies. Track remedial work to bring the project into compliance with the contract documents

Deliverables:

- Inspection Reports
- For other inspection related deliverables see Construction Management deliverables above

Task 400	Environmental Inspection
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Task Description:

1. Wetland Mitigation Inspections
 - a. Prepare memorandum detailing the Contractor's wetland mitigation activities
 - b. Prepare wetland mitigation punch list

Deliverables:

- Wetland mitigation punch list
- Memorandum describing completed wetland mitigation work

END SCOPE OF WORK

Prepared by: Thomas Leyrer, PE 1/18/2017

Reviewed by: Thomas E. Skillings, PE 1/18/2017

**EXHIBIT B-1
CONSULTANT COST COMPUTATION – MAN-HOURS**

PROJECT NAME: 15210 CHEHALIS-CENTRALIA AIRPORT AIRPORT PUMP STATION REBUILD PROJECT CONSTRUCTION CONTRACT ADMINISTRATION SERVICES		PRINCIPAL-IN-CHARGE	SENIOR PROJECT ENGINEER	ENVIRONMENTAL MANAGER	PROJECT SCIENTIST	ENGINEER	PROJECT ADMINISTRATOR
TASK #	TASK DESCRIPTION						
100	QUALITY CONTROL						
1	Progress Reports/Invoicing	4	4				8
2	Project Scheduling		4				
3	Coordination of Inspections		2			4	
200	CONSTRUCTION MANAGEMENT						
1	Project Management and Coordination		8				
2	Pre-Construction Meeting and Minutes		8				
3	RFI Responses		12				
4	Submittal Reviews		4			16	
5	Payment Application Reviews		2				
6	Project Closeout		4				
300	CONSTRUCTION INSPECTION						
1	Field Inspections		40			62	
400	ENVIRONMENTAL INSPECTION						
1	Wetland Mitigation Inspection			8	8		
	HOURS PER DISCIPLINE	4	88	8	8	82	8

**EXHIBIT B-2
CONSULTANT COST COMPUTATION – SUMMARY**

NEGOTIATED HOURLY RATE (NHR):					
<u>Classification</u>	<u>Man Hours</u>	<u>X</u>	<u>Rate</u>	<u>=</u>	<u>Cost</u>
PRINCIPAL-IN-CHARGE	4	X	\$160.00	=	\$640.00
SENIOR PROJECT ENGINEER	88	X	\$147.00	=	\$12,936.00
ENVIRONMENTAL MANAGER	8	X	\$150.00	=	\$1,200.00
PROJECT SCIENTIST	8	X	\$97.00	=	\$776.00
ENGINEER	82	X	\$114.00	=	\$9,348.00
PROJECT ADMINISTRATOR	8	X	\$92.00	=	\$736.00
Total Hours =	198				Total NHR = \$25,636.00
REIMBURSABLES:					
Mileage	640	X	\$0.540	=	\$345.60
Miscellaneous Expenses	\$400.00	X	10%	=	\$440.00
					Total Expenses = \$785.60
SUBCONSULTANT COST (See Exhibit G):					
Geotechnical	\$6,000.00	X	10%	=	\$6,600.00
Structural	\$8,600.00	X	10%	=	\$9,460.00
Electrical	\$2,800.00	X	10%	=	\$3,080.00
\$0.00	\$0.00	X	10%	=	\$0.00
					Total Subconsultants = \$19,140.00
SUB-TOTAL (NHR + REIMBURSABLES + SUBCONSULTANTS):					
					Sub Total = \$45,561.60
MANAGEMENT RESERVE FUND:					
	SUB TOTAL = \$45,561.60	X	0%	=	MRF = \$0.00
GRAND TOTAL					
					GRAND TOTAL = \$45,562
PREPARED BY: Thomas Leyrer, PE					
DATE: 1/18/2017					
REVIEWED BY: Thomas E. Skillings, PE					
DATE: 1/18/2017					

**EXHIBIT B-3
CONSULTANT COST COMPUTATION – EXPENSES**

Item	Description	Basis	Quantity	Rate	Total
1	Telephone	Month			\$0.00
2	Auto Rental	Each			\$0.00
3	Lodging	Day			\$0.00
4	Per Diem-Meal	Day			\$0.00
5	Photo Copies - Blk & White	Each		\$0.10	\$0.00
6	Photo Copies - Color	Each		\$0.35	\$0.00
7	Half Sized Prints	Each		\$0.50	\$0.00
8	Full Sized Prints	Each		\$6.00	\$0.00
9	Postage	Month			\$0.00
10	Shipping	Month			\$0.00
11	FAXs	Each			\$0.00
12	Miscellaneous Project Costs	Month	1	\$400.00	\$400.00
13	Miscellaneous Survey Costs	Estimated			\$0.00
14	Traffic Control	Estimated			\$0.00
Total Miscellaneous Expenses					\$400.00
	Mileage	Per Mile	640	0.540	\$345.60
Total Expenses					\$745.60
Assumptions					
1	Telephone	Estimated			
2	Auto Rental	Estimated trips			
3	Mileage	Estimated miles			
4	Lodging				
5	Per Diem-Meal				
6	Photo Copies - Blk & White	Estimated			
7	Photo Copies - Colored	Estimated			
8	Half Sized Prints				
9	Full Sized Prints				
10	Postage	Estimated			
11	Shipping	Estimated			
12	FAXs	Estimated			
13	Miscellaneous Project Costs	Estimated			
14	Miscellaneous Survey Costs	Estimated			
15	Purchase Order	Estimated			
Prepared by: Thomas Leyrer, PE			1/18/2017		