



SHORELINE CITY COUNCIL REGULAR MEETING

Monday, May 1, 2017
7:00 p.m.

Council Chamber · Shoreline City Hall
17500 Midvale Avenue North

	<u>Page</u>	<u>Estimated Time</u>
1. CALL TO ORDER		7:00
2. FLAG SALUTE/ROLL CALL		
3. REPORT OF THE CITY MANAGER		
4. COUNCIL REPORTS		
5. PUBLIC COMMENT		
<p><i>Members of the public may address the City Council on agenda items or any other topic for three minutes or less, depending on the number of people wishing to speak. The total public comment period will be no more than 30 minutes. If more than 10 people are signed up to speak, each speaker will be allocated 2 minutes. Please be advised that each speaker's testimony is being recorded. Speakers are asked to sign up prior to the start of the Public Comment period. Individuals wishing to speak to agenda items will be called to speak first, generally in the order in which they have signed. If time remains, the Presiding Officer will call individuals wishing to speak to topics not listed on the agenda generally in the order in which they have signed. If time is available, the Presiding Officer may call for additional unsigned speakers.</i></p>		
6. APPROVAL OF THE AGENDA		7:20
7. CONSENT CALENDAR		7:20
(a) Approving Minutes of Regular Meeting of March 20, 2017	<u>7a1-1</u>	
Approving Minutes of Special Meeting of April 10, 2017	<u>7a2-1</u>	
(b) Authorizing the City Manager to Execute an Interlocal Agreement with the Washington State Department of Transportation to Obligate \$3,892,500 of Surface Transportation Program Grant Funding for Design of the SR-523 & Interstate-5 Interchange Project	<u>7b-1</u>	
(c) Authorizing the City Manager to Execute a Contract with H.W. Lochner in an Amount not to Exceed \$1,259,744 for Design and Environmental Services for the SR-523 & Interstate-5 Interchange Project	<u>7c-1</u>	
8. ACTION ITEMS		
(a) Authorizing the City Manager to Execute a Contract with Shreve Construction in the Amount of \$5,403,050 and with VECA in the Amount of \$407,719 for Construction of the Police Station at City Hall Project	<u>8a-1</u>	7:20
9. STUDY ITEMS		
(a) Discussing Ordinance No. 775 – Repealing Shoreline Municipal	<u>9a-1</u>	8:00

Code Chapter 2.25 - Library Board

(b) Discussing the 2016 Police Services Report 9b-1 8:10

10. EXECUTIVE SESSION: Litigation – RCW 42.30.110(1)(i) 8:30

The Council may hold Executive Sessions from which the public may be excluded for those purposes set forth in RCW 42.30.110 and RCW 42.30.140. Before convening an Executive Session the presiding officer shall announce the purpose of the Session and the anticipated time when the Session will be concluded. Should the Session require more time a public announcement shall be made that the Session is being extended.

11. ADJOURNMENT 9:15

The Council meeting is wheelchair accessible. Any person requiring a disability accommodation should contact the City Clerk's Office at 801-2231 in advance for more information. For TTY service, call 546-0457. For up-to-date information on future agendas, call 801-2236 or see the web page at www.shorelinewa.gov. Council meetings are shown on Comcast Cable Services Channel 21 and Verizon Cable Services Channel 37 on Tuesdays at 12 noon and 8 p.m., and Wednesday through Sunday at 6 a.m., 12 noon and 8 p.m. Online Council meetings can also be viewed on the City's Web site at <http://shorelinewa.gov>.

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF REGULAR MEETING

Monday, March 20, 2017
7:00 p.m.

Council Chambers - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Roberts, Deputy Mayor Winstead, Councilmembers McGlashan, Scully, Hall, McConnell, and Salomon

ABSENT: None

1. CALL TO ORDER

At 7:00 p.m., the meeting was called to order by Mayor Roberts who presided.

2. FLAG SALUTE/ROLL CALL

Mayor Roberts led the flag salute. Upon roll call by the City Clerk, all Councilmembers were present.

3. REPORT OF CITY MANAGER

Debbie Tarry, City Manager, provided reports and updates on various City meetings, projects and events.

4. COUNCIL REPORTS

Mayor Roberts reported that he and Councilmembers Hall, McGlashan, McConnell, and Scully attended the National League of Cities (NLC) Congressional City Conference held March 11 – 15, 2017 in Washington, DC. He said the major focus of the conference was strategizing to preserve the Community Development Block Grants. He shared that they attended several panel discussions and met with Senators Patty Murray and Maria Cantwell. Councilmember McConnell shared that she serves on the (NLC) Board of Directors and as Immediate Past President of the Asian Pacific American Municipal Officials Board. She said the Board expressed concern about the current administration and talked about the possibility of signing onto a letter to prevent the slashing of the Community Block Grant Fund and offering support for the Affordable Care Act. She said the Conference was well attended.

Mayor Roberts provided a recap of the City Council's Dinner Meeting. He said they recognized and celebrated the graduation of the first CityWise participants, and provided an overview of the program.

5. PUBLIC COMMENT

Councilmember McGlashan moved to extend the public comment period time to allow the 19 people signed up an opportunity to speak. The motion was seconded by Councilmember Hall and passed unanimously, 7-0.

Laura Solway, Shoreline resident, spoke against homeless encampments, and identified challenges created by organized homeless advocates and homeless people.

Lori Theis, Shoreline resident, spoke about recent arrests of homeless men for raping women and children. She stated there are 10,000 homeless people in King County and 36% are deemed mentally ill. She asked who the next victim will be, and shared that she was a victim of an attempted rape by a homeless person. She said allowing homeless encampments in residential neighborhoods will do more harm than good.

Jon Moffat, Shoreline resident, shared a significant percentage of homeless people are from out of state, or came to Washington for recreational marijuana. He said Jeff Lilley, President of Seattle's Gospel Union Mission, proposed 90% of the homeless people are drug users, and pleaded for Council to not allow homeless encampments in residential neighborhoods.

Eugene McPhail, Shoreline resident and Haller Lake Methodist Church Homeless Coordinator, said his church has hosted Camp United We Stand on multiple occasions and he is not aware of any camp members being placed in Ronald Commons, or that Ronald Commons will be hosting any transitional encampments. He recommended the Municipal Code require 5,000 square feet for 35 people in an encampment. He shared that the country of Taiwan has ten times the population of King County but only one-tenth of homeless persons because of their commitment to provide homes to homeless people.

Margaret Willson, Shoreline resident, addressed a comment letter that quoted Edmond Burke, and questioned the suggestion that residents are in need of more enlightened representatives. She described the negative impact homelessness is having on the City of Seattle.

Dan Jacoby, Shoreline resident, suggested amendments to Ordinance No. 762 based on conversations he has had with transitional camp operators in Seattle and Edmonds, and clarified that he does not support backyard encampments.

Brad Lancaster, Shoreline resident, shared that he is surprised and appalled at the fear being expressed about transitional encampments and asked Council to vote against Ordinance No. 762 in its current form and start over. He said the statute singles out a group of people for intensive government oversight and he described how the ordinance negatively impacts homeless people.

Barbara Twaddell, Shoreline resident, thanked Councilmembers for listening to residents. She stated she supports the current version of Ordinance No. 762 and hopes it is approved by the Council.

Karmin Hallberg, Shoreline resident, said people who own, rent, and are homeless in Shoreline all have a right to live here and are an important part of the Community. She stated transitional encampments are not the solution but provide needed housing assistance.

Cynthia Roat, Shoreline resident and President of Seattle Cares, said the proposed square footage requirement to host encampments will be burdensome and is unnecessary. She asked the Council to consider the legal and federal implications of the Ordinance.

Roger Franz, Seattle resident, said he is a tent city camp advisor and thinks it is ridiculous to require a 7,500 square foot minimum lot size. He said he understands the intent to keep encampments out of single-family backyards, but there are other methods to achieve that goal. He said the square footage requirements needs to go.

Teri Potter, Shoreline resident, said she does not want tents in backyards without proper sanitation, and shared she is concerned about the unintended consequences of the proposed ordinance. She said the minimum square footage requirement might make it difficult to host an encampment on a church property. She suggested the City look into the portable pod housing that is being used in Portland, and soon to be tested in Seattle.

Carry Hadland, Shoreline resident, talked about the negative experiences his family endured from a transitional encampment being in close proximity to his home. He talked about the need for encampments to follow the rules, have a monitoring system, and he provided recommendations to host encampments.

Matthew Cobb, Shoreline resident, stated he supports Ordinance No. 777 Property Tax Exemption (PTE) in the Light Rail Station Subarea and asked the Council to vote in favor of this Ordinance. He shared why people have argued against PTE and addressed those issues.

Nicole Campbell, Shoreline resident, voiced support for Ordinance No. 777 allowing PTE in Light Rail Subareas to support property owners and protect them from unethical developer predators and practices.

Yoshiko Saheki, Shoreline resident, pointed out the fees Shoreline requires for development and said developers can only afford to purchase property that offers a PTE. She explained she is unable to expand her property to R-6 standards, and said the PTE will allow her to sell her home at a premium price. She stated that she is in favor of the sunset approach over the 500 unit cap option.

Pam Cross, Shoreline resident, described herself as a caring person, and said homeowners should not feel ashamed for their accomplishments resulting from their hard work. She opposed backyard encampments and said churches will still be able to host encampments under Ordinance No. 762.

Dave Sterner, Shoreline resident, shared he is against anything that will make it harder for churches or other responsible organizations to host encampments. He said restrictions on encampments will only spread out the problem. He shared a recent Seattle Report stated 89% of

the homeless are from King County and 8% are from out of the state. He advocated for helping the homeless to transition back to having a home and being a functioning member of the community.

Christopher Carter, Camp United We Stand member, asked Council to vote down the Ordinance. He said it breaks his heart to be called homeless and he also does not want to live with the homeless who break laws. He shared a story about another camp resident.

6. APPROVAL OF THE AGENDA

The agenda was approved by unanimous consent.

7. CONSENT CALENDAR

Upon motion by Councilmember Hall and seconded by Councilmember McGlashan and unanimously carried, 7-0, the following Consent Calendar items were approved:

- (a) Approving Minutes of Workshop Dinner Meeting of February 13, 2017 and Special Meeting of February 27, 2017**
- (b) Authorizing the City Manager to Execute the 2017/18 King County Solid Waste Division Waste Reduction and Recycling Grant**

8. ACTION ITEMS

- (a) Adopting Ordinance No. 762 - Amending the Shoreline Municipal Code for Transitional Encampments

Paul Cohen, Planning Manager, and Kim Lehmberg, Associate Planner, provided the staff report. Mr. Cohen reviewed the direction provided by the City Council at the February 27, 2017 Council Meeting to refine “Managing Agency”; provide a definition of “Host Agency”; clarify “Intervening Structures”; revise setbacks; and add a 100 resident maximum and a 7,500 square foot minimum up to 15,000 square feet. He reviewed staff recommendations.

Councilmember Scully moved adoption of substitute Ordinance No. 762. The motion was seconded by Councilmember McGlashan.

Councilmember Scully stated the homeless problem is not going away. He said the Ordinance provides lawful parameters, respects homeless persons, and puts protections in place for residents. He stated he does not agree with the comments that regulations are not needed, and expressed that he is unsure of whether this Ordinance is right. He said it can be tested and corrections can be made later. He said camp residents’ behavior that negatively impact the quality of life of residents should be reported and appropriate codes should be enforced, but said that is not enough of a reason to ban transitional encampments.

Councilmember McGlashan said he supports the motion. He questioned if the minimum square footage requirements are for the property or the campsite. Mr. Cohen clarified the requirements are for the campsite. Ms. Lehmborg added that all churches would be able to host an encampment with the minimum requirement.

Councilmember Salomon asked if visitor curfew language is in the Ordinance, and if an encampment on a church's parking lot would require worshippers to park on the street. Ms. Lehmborg answered there is quiet time but not a curfew in the Ordinance. Mr. Cohen responded that the Temporary Use Permit (TUP) identifies hours of operation and the City noise code would apply. Ms. Lehmborg explained that the temporary use criteria requires the City to look at parking requirements for a church and determine whether the encampment would take up needed parking stalls. Councilmember Salomon asked if the minimum lot size and parking requirements would prohibit the Prince of Peace from hosting an encampment. Ms. Lehmborg responded it would not if they used their overflow parking stalls.

Councilmember Hall moved to add a definition of Host Agency to SMC 20.20.024 "Host Agency means a religious or not for profit organization that invites transitional encampment to reside on the land that they own or lease." The motion was seconded by Deputy Mayor Winstead.

Councilmember Hall stated the amendment provides clarity to the term "Host Agency".

Councilmember Scully stated he opposes the amendment, and shared that the goal should be to limit adverse impacts of the encampment and not focus on who owns the property. He said anyone could form a religious or non-profit organization and host an encampment so this amendment offers no protection to keep encampments out of single-family backyards, but it would prohibit them from going into commercial areas where impacts would be less. Mayor Roberts agreed.

Councilmember McGlashan stated he supports the amendment, and said religious and nonprofit institutions have the needed support to run encampments.

Councilmember McConnell asked if the definition for host and managing agency would exclude a private individual from hosting encampments in their backyard. Ms. Tarry responded that staff took Council's direction regarding the adequate amount of space to host an encampment, and that property be owned or leased by religious or non-profit organizations. She said the Ordinance is legally defensible but she cannot guarantee that it would prohibit encampments from going up in backyards.

The motion passed 6-1, with Councilmember Scully voting no.

Councilmember Scully moved to amend the definition of Managing Agency in SMC 20.20.034 with "Managing Agency meaning an organization that has the capacity to organize and manage a transitional encampment. A Managing Agency must be a State of Washington registered non-profit corporation; a federally recognized tax exempt 501(c)(3) organization; a religious organization as defined in RCW 35A.21.360; or a self-managed

homeless community. A Managing Agency may be the same organization as the Host Agency.” The motion was seconded by Councilmember Hall.

Councilmember Scully shared his concern about the original definition of managing agency.

The motion passed, 7-0.

Councilmember Hall moved staff's recommended language for intervening structures.

Councilmember Hall stated the recommended language provides some assurance that the intervening structures are site barriers.

The motion passed unanimously, 7-0.

Councilmember Salomon stated he agrees there is a need for a regulatory framework, and stated that his goal is to support transitional encampments at churches and religious institutions, non-profits organizations, and on large corner lots, but not in single family residential yards. He said the Council is attempting to meet the needs of people's right to have a place to live, and the rights of others to have quiet enjoyment of their property. He stated that he believes the Ordinance balances both of these interests, and said it will be monitored to see how it is working and can be revisited if it is not. He shared encampments are short to medium term places for people to have a safe place to live and are not a permanent solution. He said this action does not release the City Council from helping to find and support a permanent solution to homelessness. He said he is supportive of donating City owned properties for low income housing.

Mayor Roberts shared that he is supporting the Ordinance and is willing to evaluate the impacts. He shared that he values the people that reside at the encampments and that he has had good experiences visiting Camp United We Stand. He questioned if those religious institutions that want to host encampments will still be able to do so, and encouraged them to come back to let Council know if the Ordinance is working or not. He said he does not want to put forth adverse policy impacts. He said the Ordinance incorporates regulations into the Municipal Code that define expectations, and they are valuable even if there is not an issue right now.

The main motion as amended passed unanimously, 7-0.

(b) Adopting the 2017 Comprehensive Plan Amendment Docket

Steve Szafran, Senior Planner, and Paul Cohen, Planning Manager provided the staff report. Mr. Szafran reviewed the annual docket process and presented the following proposed docket amendments:

- Amendment 1 – Amend Policy LU47 which considers annexation of 145th Street adjacent to the southern border of the City.
- Amendment 2 – Amends Point Wells Subarea Plan and other elements of the Comprehensive Plan that may have applicability to reflect outcomes of the Richmond Beach Transportation Corridor Study as described in Policy PW-9. Also, Considers

amendments to the Comprehensive Plan that could result from the development of Interlocal Agreements as described in Policy PW-13.

- Amendment 3 – Update and amend the Parks, Recreation, and Open Space Element Goals and Policies and update of the Parks, Recreation, and Open Space Master Plan.
- Amendment 4 – Update the Surface Water Master Plan.
- Amendment 5 – Update the Street Master Plan of the Transportation Master Plan.
- Amendment 6 – Amend 185th Street Station Subarea Plan.
- Amendment 7 – Amend Comprehensive Plan to change wastewater services from the Ronald Wastewater District to the City of Shoreline as the City’s wastewater provider.
- Amendment 8 - Update the Comprehension Plan by amending Capital Facilities Element to incorporate by reference the Shoreline Fire District’s Capital Facilities and Equipment Plan so as to support the imposition of the fire impact fees as authorized by RCW 82.02.

Mr. Szafran explained that the Council is setting the final docket and said no Amendments are being adopted at this time. He said staff recommends all proposed Amendments be placed on the 2017 Draft Docket.

Mayor Roberts opened Public Comment and after seeing no one wishing to comment, he closed the Public Comment period.

Councilmember Hall moved approval of the 2017 Comprehensive Plan Amendment Docket with the inclusion of Amendment #7 that changes “Ronald Wasterwater District” to “City of Shoreline” throughout the Comprehensive Plan; and the inclusion of Amendment #8 that incorporates the Shoreline Fire Department’s Capital Facilities and Equipment Plan. The motion was seconded by Councilmember Scully.

Councilmember Salomon inquired about the Planning Commission’s recommendation to strike some of the language in Amendment #2, and asked what the effects would be. Mr. Szafran responded that there are no impacts because the Transportation Corridor Study will dictate any mitigations.

The motion passed unanimously, 7-0.

9. STUDY ITEMS

- (a) Discussing Ordinance. No. 776 - Designating Light Rail Station Subareas for Property Tax Exemption (PTE)

Dan Eernisse, Economic Development Program Manager, explained the purpose of the Property Tax Exemption Program, the availability and effectiveness of the program in Shoreline, and the number of units developed under it to date. He explained why staff is recommending providing PTE in the Light Rail Station Subareas.

Councilmember Scully stated he supports all staff recommendations and believes the PTE program should be provided in the Light Rail Station Subareas. He said he would prefer a sunset date rather than a unit cap.

Councilmember Hall shared that through the Subarea planning process it was anticipated that changes to the areas would take years, and said he was concerned about sending mixed messages and adversely impacting economic development investment efforts in other parts of the City. He shared that after more thought, and understanding that we live in a regional and competitive market place, he feels development in Shoreline can support a nominal competitive process. He thanked Council for giving him the opportunity to think about this and said he no longer has concerns.

Deputy Mayor Winstead stated she agrees with staff's recommendations, expressed surprise to see development starting to happen, and said it does not make sense to deny PTE in the Station Subareas. She stated she likes the affordability clause and that it will be in place for 99 years. She said she would like to see a sunset date rather than unit cap, and the year 2021 makes sense.

Councilmember McGlashan stated he supports staff's recommendations, and asked if the cap count is for each Subarea, and if Phase II is automatically excluded. Mr. Eernisse replied it would be limited to Phase I because of the sunset clause.

Councilmember McConnell stated she supports staff's recommendations as proposed. She expressed the need to compete with Seattle, and shared the economy cannot be controlled and this is why development is moving so fast. She said she wants to capitalize on the market and stated she prefers the sunset clause.

Deputy Mayor Winstead asked when the Ordinance will be coming back for Council Action. Ms. Tarry responded the Ordinance with a 2021 sunset clause can be brought back on the April 10, 2017 Consent Calendar.

(b) Discussing the Puget Sound Drainage Basins Plan

Uki Dele, Surface Water Utility and Environmental Services Manager, and Erin Nelson, consultant, provided the staff report. Ms. Dele shared that five basin plans have been completed since 2009 and the results of those plans can be found at Shorelinewa.gov/basinplan. She said tonight's discussion focuses on the results of the Puget Sound Drainage Basin Plan consisting of Richmond Beach, Innis Arden, Edmonds Way, Highlands, and West Lake Washington Basins. She presented a chart depicting the City's stormwater management efforts and shared that work is currently being done on the Surface Water Master Plan.

Ms. Nelson reviewed the Puget Sound Drainage Basin Planning Elements and said primary issues found were that 10% of pipes are in poor condition. She identified flooding and drainage issues and that there are lack of easements for pipes not in the right-of-way. She reviewed a list of recommended projects totaling \$13 Million and the stormwater pipe repair and replacement projects. She shared the next steps are to move pipe and repair projects into the pipe repair and replacement program and prioritize capital improvement projects in the 2017 Surface Water Master Plan Update.

Ms. Dele shared that a condition assessment was performed on 30% of the City's pipes and 16% were found to be severely defective and will be addressed in the Master Plan. She shared 109 will be addressed through Surface Water Small Drainage Projects and the Stormwater Pipe Repair and Replacement Programs, and provided a breakdown of the projects. She shared that Thornton Creek is the largest basin, with 42 miles of pipe, and she anticipates defective and deteriorating pipes. Ms. Dele concluded with reviewing next steps.

Councilmember McGlashan asked if anticipated impacts have been identified on pipes that will be effected by the construction of Light Rail and if Sound Transit included this in their environmental work. Ms. Tarry responded that Sound Transit is not required to assess the condition of the pipe but they would need to replace pipes if they dig them up.

Councilmember McGlashan asked if the flooding problem on Springdale is affecting homes. Ms. Nelson replied the flooding has affected homes in the past.

Councilmember Hall asked if the data collected today will enable the City to look at pipe lifecycles to develop an annual strategy to keep up with maintenance and repairs. Ms. Dele responded yes.

Councilmember Salomon asked if the culverts shown in the slideshow could be made fish passable. Ms. Nelson responded that a number of the culverts that cross under the railroad are not fish passable, and said it is the railroad's culvert to fix. She explained why the cost of fixing it might not be worth the benefit, and said she does not recommend reengineering a stream that is in its natural state. Councilmember Hall commented that he would want to focus on removing manmade barriers to anadromous fish.

Mayor Roberts asked what the overall condition of the Puget Sound Drainage Basin is in comparison to the other basin plans and what the general life span of the report is. He confirmed that more investments will be needed for pipe replacement. Ms. Nelson responded the condition of the pipes were similar to the other basins. Ms. Dele responded that a plan would be done between every 5 to 10 years, and identified in the Master Plan. She said she anticipates additional financial impacts.

10. ADJOURNMENT

At 9:30 p.m., Mayor Roberts declared the meeting adjourned.

Jessica Simulcik Smith, City Clerk

CITY OF SHORELINE
SHORELINE CITY COUNCIL
SUMMARY MINUTES OF SPECIAL MEETING

Monday, April 10, 2017
5:45 p.m.

Conference Room 303 - Shoreline City Hall
17500 Midvale Avenue North

PRESENT: Mayor Roberts, Deputy Mayor Winstead, Councilmembers Scully, Hall, McConnell, and Salomon

ABSENT: Councilmember McGlashan

STAFF: Debbie Tarry, City Manager; John Norris, Assistant City Manager; Dan Eernisse, Economic Development Program Manager; and Bonita Roznos, Deputy City Clerk

GUESTS: Dr. Cheryl Roberts, Shoreline Community College President; Stuart Tripple, Shoreline Community College Senior Executive Director and Chief Financial Officer; and Shoreline Community College Board of Trustees: Phil Barrett, Chair; Dr. Douglass Jackson, Vice-Chair; and Trustees Catherine D'Ambrosio and Clara Pellham

At 5:48 p.m., the meeting was called to order by Mayor Roberts.

Dr. Roberts shared she is in her third year as President of Shoreline Community College (SCC), and this year the College's focus is on student success and helping students finish what they have started. She talked about SCC's strategic planning process and reviewed the College's vision, mission, and values. She reviewed enrollment and outreach efforts, and said 100,003 credit students were served last year. She showed the College's "You Are Welcome Here" video, and discussed strategies initiated reaffirming their commitment to providing a welcoming and inclusive environment to all. Mayor Roberts inquired about international student enrollments. Dr. Roberts replied they have lost 50 out of 1,000 international students, and shared current domestic students and students enrolled under the DREAM Act are anxious and fearful of their status in the current political environment.

Stuart Tripple, Senior Executive Director and Chief Financial Officer, shared SCC's Budget and Master Plan activities. He explained 50% of the budget is generated by tuition revenue, 50% is provided by the State, and said the State sets the tuition rates. He said potential updates to the Master Plan include a new housing complex with 220-250 beds, an Allied Health, Sciences, & Advanced Manufacturing Building, relocation of a parking lot, and sidewalks and frontage improvements. Councilmember Salomon inquired about the new building, and Dr. Roberts responded that it will replace an existing building.

Ms. Tarry talked about the work the City is performing to prepare for two Light Rail Stations in the City of Shoreline and mass transit components in Sound Transit 2 and 3, and explained how SCC students will benefit from the improved services. She provided an update on the Aurora Square development. She displayed a picture of the possible reconfiguration of the 155th/Greenwood intersection and shared the City is able to support design costs, but not the cost of construction.

Dr. D'Ambrosio pointed out the need to have transit service west of Aurora connecting to the College. Ms. Tarry responded that the City is still working with Sound Transit and Metro for improved east to west connections.

Dan Eernisse, Economic Development Program Manager, discussed challenges presented with Aurora Square development, and explained the land is own by multiple entities. He shared the property has been designated as a Community Renewal Area to assist with redevelopment efforts.

Dr. Roberts expressed appreciation for the Seattle International Film Festival and Film Office partnership, and announced the addition of the Seattle WebFest project. She thanked Councilmembers for helping the College to have more of a presence on Aurora, and asked about refreshing their street banners and using electronic signage.

Dr. D'Ambrosio and Chair Bartlett invited the Councilmember to attend SCC 101 to learn more about the College.

Councilmember Salomon asked what students do upon graduation and what the College's top three programs of study are. Dr. Roberts replied 60% of students transfer to four year institutions and 40% pursue vocational employment opportunities. She said the top three programs of study are advanced manufacturing, dental hygiene, and nursing.

At 6:49 p.m. the meeting was adjourned.

Bonita Roznos, Deputy City Clerk

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute an Interlocal Agreement with the Washington State Department of Transportation to Obligate \$3,892,500 of Surface Transportation Program Grant Funding for Design of the SR-523 & Interstate-5 Interchange Project		
DEPARTMENT:	Public Works		
PRESENTED BY:	Tricia Juhnke, City Engineer		
ACTION:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input checked="" type="checkbox"/> Motion
	<input type="checkbox"/> Public Hearing	<input type="checkbox"/> Discussion	

PROBLEM/ISSUE STATEMENT:

Staff is requesting that Council authorize the City Manager to execute a Local Agency Agreement with the Washington State Department of Transportation (WSDOT) to obligate \$3,892,500 of Surface Transportation Program (STP) grant funding to the City for environmental review and final design of the SR-523 (N/NE 145th Street) and Interstate-5 (I-5) Interchange Project.

In accordance with the City’s purchasing policies, Council authorization is required for staff to obligate grant funds exceeding \$50,000. Additionally, WSDOT administers federal funds awarded to the City and requires formal authorization of their Local Agency Agreement prior to execution.

RESOURCE/FINANCIAL IMPACT:

The 2017-2022 Capital Improvement Program (CIP) includes Road Capital Funds of \$455,625 (in 2017) and \$151,875 (in 2018) for the SR-523 and I-5 Interchange Project. This grant provides an additional \$2,919,375 (CIP - 2017) and \$973,125 (CIP - 2018) resulting in a total project budget of \$4,500,000. This grant has a required match of 13.5%, which is met with Roads Capital Funds.

Funding Source	2017	2018	Total
Roads Capital Funds	\$ 455,625	\$ 151,875	\$ 607,500
Federal Grant Funds	\$ 2,919,375	\$ 973,125	\$ 3,892,500
Total	\$ 3,375,000	\$ 1,125,000	\$ 4,500,000

RECOMMENDATION

Staff recommends that Council move to authorize the City Manager to execute a Local Agency Agreement to obligate grant funds totaling \$3,892,500 for the SR-523 and I-5 Interchange Project, including authorization of the Project Prospectus and any addendums or supplements required by the Washington State Department of Transportation.

Approved By: City Manager ***DT*** City Attorney *MK*

INTRODUCTION

The City of Shoreline is implementing the preferred design concept for N 145th Street identified in the 145th Street Multimodal Corridor Study. On April 11, 2016, Council approved a preferred concept for the 145th Street Multimodal Corridor Study. With this approval, the first section of the corridor to proceed into environmental review to final design will be the interchange improvements at N 145th Street and I-5.

DISCUSSION

Last year the City was awarded a Federal grant of \$3,892,500 of Surface Transportation Program (STP) funds for environmental review and final design of State Route 523 (N/NE 145th Street) and I-5 Interchange Project. To utilize these funds the City needs to execute a Local Agency Agreement (Attachment A). Also attached to this staff report is a Federal Aid Project Prospectus (Attachment B) that supports the WSDOT Local Agency Agreement.

This project is not completely funded and staff will continue to pursue funding for the right-of-way acquisition and construction phases of this section of roadway.

RESOURCE/FINANCIAL IMPACT

The 2017-2022 Capital Improvement Program (CIP) includes Road Capital Funds of \$455,625 (in 2017) and \$151,875 (in 2018) for the SR 523 (N/NE 145th Street) and I-5 Interchange Project. This grant provides an additional \$2,919,375 (CIP - 2017) and \$973,125 (CIP - 2018) resulting in a total project budget of \$4,500,000. This grant has a required minimum match of 13.5%, which is met with the identified City funding.

Funding Source	2017	2018	Total
Roads Capital Funds	\$ 455,625	\$ 151,875	\$ 607,500
Federal Grant Funds	\$ 2,919,375	\$ 973,125	\$ 3,892,500
Total	\$ 3,375,000	\$ 1,125,000	\$ 4,500,000

RECOMMENDATION

Staff recommends that Council move to authorize the City Manager to execute a Local Agency Agreement to obligate grant funds totaling \$3,892,500 for the SR-523 and I-5 Interchange Project, including authorization of the Project Prospectus and any addendums or supplements required by the Washington State Department of Transportation.

ATTACHMENTS

Attachment A – WSDOT Local Agency Agreement
Attachment B – WSDOT Local Agency Federal Aid Project Prospectus

<p>CFDA No. 20.205 (Catalog or Federal Domestic Assistance)</p> <p>Project No.</p> <p>Agreement No.</p> <p style="text-align: center;">For OSC WSDOT Use Only</p>
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The Local Agency having complied, or hereby agreeing to comply, with the terms and conditions set forth in (1) Title 23, U.S. Code Highways, (2) the regulations issued pursuant thereto, (3) 2 CFR Part 200, (4) the policies and procedures promulgated by the Washington State Department of Transportation, and (5) the federal aid project agreement entered into between the State and Federal Government, relative to the above project, the Washington State Department of Transportation will authorize the Local Agency to proceed on the project by a separate notification. Federal funds which are to be obligated for the project may not exceed the amount shown herein on line r, column 3, without written authority by the State, subject to the approval of the Federal Highway Administration. All project costs not reimbursed by the Federal Government shall be the responsibility of the Local Agency.

Project Description

Name SR 523 (N/NE 145th Street) & I-5 Interchange Improvements Length 0.16 miles
Termini SR-523 at I-5

Description of Work

Scope of improvements in this environmental, design, and engineering effort includes a new loop ramp from EB 145th to NB I-5, a new non-motorized bridge on the north side of 145th, an additional lane across the 145th bridge deck, an added right turn lane on the SB offramp, an added right turn lane from EB 145th to SB I-5, and improved sidewalks.

Project Agreement End Date December 31, 2020

<p>Claiming Indirect Cost Rate</p> <p><input type="checkbox"/> Yes <input checked="" type="checkbox"/> No</p>

Proposed Advertisement Date

Type of Work	Estimate of Funding		
	(1) Estimated Total Project Funds	(2) Estimated Agency Funds	(3) Estimated Federal Funds
PE			
86.5 % a. Agency	450000	60750	389250
b. Other Consultants	3900000	526500	3373500
Federal Aid Participation Ratio for PE			
c. Other			
d. State	150000	20250	129750
e. Total PE Cost Estimate (a+b+c+d)	4,500,000.00	607,500.00	3,892,500.00
Right of Way			
% f. Agency			
g. Other			
Federal Aid Participation Ratio for RW			
h. Other			
i. State			
j. Total R/W Cost Estimate (f+g+h+i)	0.00	0.00	0.00
Construction			
% k. Contract			
l. Other			
m. Other			
Federal Aid Participation Ratio for CN			
n. Other			
o. Agency			
p. State			
q. Total CN Cost Estimate (k+l+m+n+o+p)	0.00	0.00	0.00
r. Total Project Cost Estimate (e+j+q)	4,500,000.00	607,500.00	3,892,500.00

Agency Official

By
Title Debbie Tarry, City Manger

Washington State Department of Transportation

By
Director, Local Programs
Date Executed

Construction Method of Financing (Check Method Selected)

State Ad and Award

Method A - Advance Payment - Agency Share of total construction cost (based on contract award)

Method B - Withhold from gas tax the Agency's share of total construction cost (line 5, column 2) in the amount of

\$ _____ at \$ _____ per month for _____ months.

Local Force or Local Ad and Award

Method C - Agency cost incurred with partial reimbursement

The Local Agency further stipulates that pursuant to said Title 23, regulations and policies and procedures, and as a condition to payment of the federal funds obligated, it accepts and will comply with the applicable provisions set forth below. Adopted by official action on

, _____, Resolution/Ordinance No.

Provisions

I. Scope of Work

The Agency shall provide all the work, labor, materials, and services necessary to perform the project which is described and set forth in detail in the "Project Description" and "Type of Work."

When the State acts for and on behalf of the Agency, the State shall be deemed an agent of the Agency and shall perform the services described and indicated in "Type of Work" on the face of this agreement, in accordance with plans and specifications as proposed by the Agency and approved by the State and the Federal Highway Administration.

When the State acts for the Agency but is not subject to the right of control by the Agency, the State shall have the right to perform the work subject to the ordinary procedures of the State and Federal Highway Administration.

II. Delegation of Authority

The State is willing to fulfill the responsibilities to the Federal Government by the administration of this project. The Agency agrees that the State shall have the full authority to carry out this administration. The State shall review, process, and approve documents required for federal aid reimbursement in accordance with federal requirements. If the State advertises and awards the contract, the State will further act for the Agency in all matters concerning the project as requested by the Agency. If the Local Agency advertises and awards the project, the State shall review the work to ensure conformity with the approved plans and specifications.

III. Project Administration

Certain types of work and services shall be provided by the State on this project as requested by the Agency and described in the Type of Work above. In addition, the State will furnish qualified personnel for the supervision and inspection of the work in progress. On Local Agency advertised and awarded projects, the supervision and inspection shall be limited to ensuring all work is in conformance with approved plans, specifications, and federal aid requirements. The salary of such engineer or other supervisor and all other salaries and costs incurred by State forces upon the project will be considered a cost thereof. All costs related to this project incurred by employees of the State in the customary manner on highway payrolls and vouchers shall be charged as costs of the project.

IV. Availability of Records

All project records in support of all costs incurred and actual expenditures kept by the Agency are to be maintained in accordance with local government accounting procedures prescribed by the Washington State Auditor's Office, the U.S. Department of Transportation, and the Washington State Department of Transportation. The records shall be open to inspection by the State and Federal Government at all reasonable times and shall be retained and made available for such inspection for a period of not less than three years from the final payment of any federal aid funds to the Agency. Copies of said records shall be furnished to the State and/or Federal Government upon request.

V. Compliance with Provisions

The Agency shall not incur any federal aid participation costs on any classification of work on this project until authorized in writing by the State for each classification. The classifications of work for projects are:

1. Preliminary engineering.
2. Right of way acquisition.
3. Project construction.

Once written authorization is given, the Agency agrees to show continuous progress through monthly billings. Failure to show continuous progress may result the Agency's project becoming inactive, as described in 23 CFR 630, and subject to de-obligation of federal aid funds and/or agreement closure.

If right of way acquisition, or actual construction of the road for which preliminary engineering is undertaken is not started by the close of the tenth fiscal year following the fiscal year in which preliminary engineering phase was authorized, the Agency will repay to the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).

If actual construction of the road for which right of way has been purchased is not started by the close of the tenth fiscal year following the fiscal year in which the right of way phase was authorized, the Agency will repay to the State the sum or sums of federal funds paid to the Agency under the terms of this agreement (see Section IX).

The Agency agrees that all stages of construction necessary to provide the initially planned complete facility within the limits of this project will conform to at least the minimum values set by approved statewide design standards applicable to this class of highways, even though such additional work is financed without federal aid participation.

The Agency agrees that on federal aid highway construction projects, the current federal aid regulations which apply to liquidated damages relative to the basis of federal participation in the project cost shall be applicable in the event the contractor fails to complete the contract within the contract time.

VI. Payment and Partial Reimbursement

The total cost of the project, including all review and engineering costs and other expenses of the State, is to be paid by the Agency and by the Federal Government. Federal funding shall be in accordance with the Federal Transportation Act, as amended, 2 CFR Part 200. The State shall not be ultimately responsible for any of the costs of the project. The Agency shall be ultimately responsible for all costs associated with the project which are not reimbursed by the Federal Government. Nothing in this agreement shall be construed as a promise by the State as to the amount or nature of federal participation in this project.

The Agency shall bill the state for federal aid project costs incurred in conformity with applicable federal and state laws. The agency shall minimize the time elapsed between receipt of federal aid funds and subsequent payment of incurred costs. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for federal participation unless a current indirect cost plan has been prepared in accordance with the regulations outlined in 2 CFR Part 200 - Uniform Admin Requirements, Cost Principles and Audit Requirements for Federal Awards, and retained for audit.

The State will pay for State incurred costs on the project. Following payment, the State shall bill the Federal Government for reimbursement of those costs eligible for federal participation to the extent that such costs are attributable and properly allocable to this project. The State shall bill the Agency for that portion of State costs which were not reimbursed by the Federal Government (see Section IX).

1. Project Construction Costs

Project construction financing will be accomplished by one of the three methods as indicated in this agreement.

Method A – The Agency will place with the State, within (20) days after the execution of the construction contract, an advance in the amount of the Agency's share of the total construction cost based on the contract award. The State will notify the Agency of the exact amount to be deposited with the State. The State will pay all costs incurred under the contract upon presentation of progress billings from the contractor. Following such payments, the State will submit a billing to the Federal Government for the federal aid participation share of the cost. When the project is substantially completed and final actual costs of the project can be determined, the State will present the Agency with a final billing showing the amount due the State or the amount due the Agency. This billing will be cleared by either a payment from the Agency to the State or by a refund from the State to the Agency.

Method B – The Agency's share of the total construction cost as shown on the face of this agreement shall be withheld from its monthly fuel tax allotments. The face of this agreement establishes the months in which the withholding shall take place and the exact amount to be withheld each month. The extent of withholding will be confirmed by letter from the State at the time of contract award. Upon receipt of progress billings from the contractor, the State will submit such billings to the Federal Government for payment of its participating portion of such billings.

Method C – The Agency may submit vouchers to the State in the format prescribed by the State, in duplicate, not more than once per month for those costs eligible for Federal participation to the extent that such costs are directly attributable and properly allocable to this project. Expenditures by the Local Agency for maintenance, general administration, supervision, and other overhead shall not be eligible for Federal participation unless claimed under a previously approved indirect cost plan.

The State shall reimburse the Agency for the Federal share of eligible project costs up to the amount shown on the face of this agreement. At the time of audit, the Agency will provide documentation of all costs incurred on the project. The State shall bill the Agency for all costs incurred by the State relative to the project. The State shall also bill the Agency for the federal funds paid by the State to the Agency for project costs which are subsequently determined to be ineligible for federal participation (see Section IX).

VII. Audit of Federal Consultant Contracts

The Agency, if services of a consultant are required, shall be responsible for audit of the consultant's records to determine eligible federal aid costs on the project. The report of said audit shall be in the Agency's files and made available to the State and the Federal Government.

An audit shall be conducted by the WSDOT Internal Audit Office in accordance with generally accepted governmental auditing standards as issued by the United States General Accounting Office by the Comptroller General of the United States; WSDOT Manual M 27-50, Consultant Authorization, Selection, and Agreement Administration; memoranda of understanding between WSDOT and FHWA; and 2 CFR Part 200.501 - Audit Requirements.

If upon audit it is found that overpayment or participation of federal money in ineligible items of cost has occurred, the Agency shall reimburse the State for the amount of such overpayment or excess participation (see Section IX).

VIII. Single Audit Act

The Agency, as a subrecipient of federal funds, shall adhere to the federal regulations outlined in 2 CFR Part 200.501 as well as all applicable federal and state statutes and regulations. A subrecipient who expends \$750,000 or more in federal awards from all sources during a given fiscal year shall have a single or program-specific audit performed for that year in accordance with the provisions of 2 CFR Part 200.501. Upon conclusion of the audit, the Agency shall be responsible for ensuring that a copy of the report is transmitted promptly to the State.

IX. Payment of Billing

The Agency agrees that if payment or arrangement for payment of any of the State's billing relative to the project (e.g., State force work, project cancellation, overpayment, cost ineligible for federal participation, etc.) is not made to the State within 45 days after the Agency has been billed, the State shall effect reimbursement of the total sum due from the regular monthly fuel tax allotments to the Agency from the Motor Vehicle Fund. No additional Federal project funding will be approved until full payment is received unless otherwise directed by the Director, Local Programs.

Project Agreement End Date - This date is based on your projects Period of Performance (2 CFR Part 200.309).

Any costs incurred after the Project Agreement End Date are NOT eligible for federal reimbursement. All eligible costs incurred prior to the Project Agreement End Date must be submitted for reimbursement within 90 days after the Project Agreement End Date or they become ineligible for federal reimbursement.

X. Traffic Control, Signing, Marking, and Roadway Maintenance

The Agency will not permit any changes to be made in the provisions for parking regulations and traffic control on this project without prior approval of the State and Federal Highway Administration. The Agency will not install or permit to be installed any signs, signals, or markings not in conformance with the standards approved by the Federal Highway Administration and MUTCD. The Agency will, at its own expense, maintain the improvement covered by this agreement.

XI. Indemnity

The Agency shall hold the Federal Government and the State harmless from and shall process and defend at its own expense all claims, demands, or suits, whether at law or equity brought against the Agency, State, or Federal Government, arising from the Agency's execution, performance, or failure to perform any of the provisions of this agreement, or of any other agreement or contract connected with this agreement, or arising by reason of the participation of the State or Federal Government in the project, PROVIDED, nothing herein shall require the Agency to reimburse the State or the Federal Government for damages arising out of bodily injury to persons or damage to property caused by or resulting from the sole negligence of the Federal Government or the State.

XII. Nondiscrimination Provision

No liability shall attach to the State or Federal Government except as expressly provided herein.

The Agency shall not discriminate on the basis of race, color, national origin, or sex in the award and performance of any USDOT-assisted contract and/or agreement or in the administration of its DBE program or the requirements of 49 CFR Part 26. The Agency shall take all necessary and reasonable steps under 49 CFR Part 26 to ensure nondiscrimination in the award and administration of USDOT-assisted contracts and agreements. The WSDOT's DBE program, as required by 49 CFR Part 26 and as approved by USDOT, is incorporated by reference in this agreement. Implementation of this program is a legal obligation and failure to carry out its terms shall be treated as a violation of this agreement. Upon notification to the Agency of its failure to carry out its approved program, the Department may impose sanctions as provided for under Part 26 and may, in appropriate cases, refer the matter for enforcement under 18 U.S.C. 1001 and/or the Program Fraud Civil Remedies Act of 1986 (31 U.S. C. 3801 et seq.).

The Agency hereby agrees that it will incorporate or cause to be incorporated into any contract for construction work, or modification thereof, as defined in the rules and regulations of the Secretary of Labor in 41 CFR Chapter 60, which is paid for in whole or in part with funds obtained from the Federal Government or borrowed on the credit of the Federal Government pursuant to a grant, contract, loan, insurance, or guarantee or understanding pursuant to any federal program involving such grant, contract, loan, insurance, or guarantee, the required contract provisions for Federal-Aid Contracts (FHWA 1273), located in Chapter 44 of the Local Agency Guidelines.

The Agency further agrees that it will be bound by the above equal opportunity clause with respect to its own employment practices when it participates in federally assisted construction work: Provided, that if the applicant so participating is a State or Local Government, the above equal opportunity clause is not applicable to any agency, instrumentality, or subdivision of such government which does not participate in work on or under the contract.

The Agency also agrees:

- (1) To assist and cooperate actively with the State in obtaining the compliance of contractors and subcontractors with the equal opportunity clause and rules, regulations, and relevant orders of the Secretary of Labor.
- (2) To furnish the State such information as it may require for the supervision of such compliance and that it will otherwise assist the State in the discharge of its primary responsibility for securing compliance.
- (3) To refrain from entering into any contract or contract modification subject to Executive Order 11246 of September 24, 1965, with a contractor debarred from, or who has not demonstrated eligibility for, government contracts and federally assisted construction contracts pursuant to the Executive Order.
- (4) To carry out such sanctions and penalties for violation of the equal opportunity clause as may be imposed upon contractors and subcontractors by the State, Federal Highway Administration, or the Secretary of Labor pursuant to Part II, subpart D of the Executive Order.

In addition, the Agency agrees that if it fails or refuses to comply with these undertakings, the State may take any or all of the following actions:

- (a) Cancel, terminate, or suspend this agreement in whole or in part;
- (b) Refrain from extending any further assistance to the Agency under the program with respect to which the failure or refusal occurred until satisfactory assurance of future compliance has been received from the Agency; and
- (c) Refer the case to the Department of Justice for appropriate legal proceedings.

XIII. Liquidated Damages

The Agency hereby agrees that the liquidated damages provisions of 23 CFR Part 635, Subpart 127, as supplemented, relative to the amount of Federal participation in the project cost, shall be applicable in the event the contractor fails to complete the contract within the contract time. Failure to include liquidated damages provision will not relieve the Agency from reduction of federal participation in accordance with this paragraph.

XIV. Termination for Public Convenience

The Secretary of the Washington State Department of Transportation may terminate the contract in whole, or from time to time in part, whenever:

- (1) The requisite federal funding becomes unavailable through failure of appropriation or otherwise.
- (2) The contractor is prevented from proceeding with the work as a direct result of an Executive Order of the President with respect to the prosecution of war or in the interest of national defense, or an Executive Order of the President or Governor of the State with respect to the preservation of energy resources.
- (3) The contractor is prevented from proceeding with the work by reason of a preliminary, special, or permanent restraining order of a court of competent jurisdiction where the issuance of such order is primarily caused by the acts or omissions of persons or agencies other than the contractor.
- (4) The Secretary is notified by the Federal Highway Administration that the project is inactive.
- (5) The Secretary determines that such termination is in the best interests of the State.

XV. Venue for Claims and/or Causes of Action

For the convenience of the parties to this contract, it is agreed that any claims and/or causes of action which the Local Agency has against the State of Washington, growing out of this contract or the project with which it is concerned, shall be brought only in the Superior Court for Thurston County.

XVI. Certification Regarding the Restrictions of the Use of Federal Funds for Lobbying

The approving authority certifies, to the best of his or her knowledge and belief, that:

- (1) No federal appropriated funds have been paid or will be paid, by or on behalf of the undersigned, to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with the awarding of any federal contract, the making of any federal grant, the making of any federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any federal contract, grant, loan, or cooperative agreement.
- (2) If any funds other than federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any federal agency, a member of Congress, an officer or employee of Congress, or an employee of a member of Congress in connection with this federal contract, grant, loan, or cooperative agreement, the undersigned shall complete and submit the Standard Form - LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions.
- (3) The undersigned shall require that the language of this certification be included in the award documents for all subawards at all tiers (including subgrants, and contracts and subcontracts under grants, subgrants, loans, and cooperative agreements) which exceed \$100,000, and that all such subrecipients shall certify and disclose accordingly.

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification as a prerequisite for making or entering into this transaction imposed by Section 1352, Title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.

XVII. Assurances

Local agencies receiving Federal funding from the USDOT or its operating administrations (i.e., Federal Highway Administration, Federal Transit Administration, Federal Aviation Administration) are required to submit a written policy statement, signed by the Agency Executive and addressed to the State, documenting that all programs, activities, and services will be conducted in compliance with Section 504 and the Americans with Disabilities Act (ADA).

Additional Provisions


**Local Agency Federal Aid
Project Prospectus**

	Prefix	Route	()	Date	
Federal Aid Project Number	STPU	523		DUNS Number	961859345
Local Agency Project Number	2916351	(WSDOT Use Only)		Federal Employer Tax ID Number	91-1683888

Agency City of Shoreline	CA Agency <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	Federal Program Title <input type="checkbox"/> 20.205 <input type="checkbox"/> Other			
Project Title SR-523 & I-5 Interchange Improvements		Start Latitude N 47.73	Start Longitude W 122.32		
		End Latitude N 47.73	End Longitude W 122.32		
Project Termini From-To 3rd Ave NE 5th Ave NE		Nearest City Name Shoreline		Project Zip Code (+4) 98154+6802	
Begin Mile Post 0.87	End Mile Post 1.00	Length of Project 0.13 miles	Award Type <input checked="" type="checkbox"/> Local <input type="checkbox"/> Local Forces <input type="checkbox"/> State <input type="checkbox"/> Railroad		
Route ID SR 523	Begin Mile Point 0.87	End Mile Point 1.00	City Number 1169	County Number 17	County Name King
WSDOT Region Northwest Region	Legislative District(s) 32	Congressional District(s) 7		Urban Area Number 1	

Phase	Total Estimated Cost	Local Agency Funding	Federal Funds	Phase Start Date	
	(Nearest Hundred Dollar)	(Nearest Hundred Dollar)	(Nearest Hundred Dollar)	Month	Year
P.E.	4,500,000	607,500	3,892,500	May	2017
R/W	160,000	160,000	0	January	2019
Const.	16,840,000	16,840,000	0	January	2021
Total	21,500,000	17,607,500	3,892,500		

Description of Existing Facility (Existing Design and Present Condition)

Roadway Width 60	Number of Lanes Five (5)
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The existing bridge has two 6 foot sidewalks, 5 travel lanes each 11 to 12 feet wide, with asphalt surfacing.

Description of Proposed Work

Description of Proposed Work (Attach additional sheet(s) if necessary)

This project will add one vehicular lane to the existing bridge, add a northbound loop on-ramp to I-5, add a new non-motorized bridge adjacent to the existing bridge. SR-523 will add an EB-SB turn lane to the freeway on-ramp.

Local Agency Contact Person Don Ranger	Title Capital Projects Manager	Phone 206-801-2457
Mailing Address 17500 Midvale Avenue North	City Shoreline	State WA
	Zip Code 98133-4905	
Project Prospectus	By _____	
	Approving Authority	
	Title City Manager	Date

Agency City of Shoreline	Project Title SR-523 & I-5 Interchange Improvements	Date
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Type of Proposed Work		
Project Type (Check all that Apply)	Roadway Width	Number of Lanes
<input type="checkbox"/> New Construction <input type="checkbox"/> Path / Trail <input type="checkbox"/> 3-R <input type="checkbox"/> Reconstruction <input checked="" type="checkbox"/> Pedestrian / Facilities <input type="checkbox"/> 2-R <input type="checkbox"/> Railroad <input type="checkbox"/> Parking <input type="checkbox"/> Other <input checked="" type="checkbox"/> Bridge	72	6

Geometric Design Data		
Description	Through Route	Crossroad
Federal Functional Classification	<input type="checkbox"/> Urban <input type="checkbox"/> Rural <input type="checkbox"/> NHS	<input type="checkbox"/> Urban <input type="checkbox"/> Rural <input type="checkbox"/> NHS
	<input checked="" type="checkbox"/> Principal Arterial <input type="checkbox"/> Minor Arterial <input type="checkbox"/> Collector <input type="checkbox"/> Major Collector <input type="checkbox"/> Minor Collector <input type="checkbox"/> Local Access	<input type="checkbox"/> Principal Arterial <input type="checkbox"/> Minor Arterial <input type="checkbox"/> Collector <input type="checkbox"/> Major Collector <input type="checkbox"/> Minor Collector <input type="checkbox"/> Local Access
Terrain	<input type="checkbox"/> Flat <input checked="" type="checkbox"/> Roll <input type="checkbox"/> Mountain	<input type="checkbox"/> Flat <input type="checkbox"/> Roll <input type="checkbox"/> Mountain
Posted Speed	35	
Design Speed	40	
Existing ADT	30000	
Design Year ADT	36000	
Design Year	2035	
Design Hourly Volume (DHV)	2440	

Performance of Work		
Preliminary Engineering Will Be Performed By Consultants	Others 90 %	Agency 10 %
Construction Will Be Performed By Contractor	Contract 85 %	Agency 15 %

Environmental Classification	
<input type="checkbox"/> Class I - Environmental Impact Statement (EIS) <input type="checkbox"/> Project Involves NEPA/SEPA Section 404 Interagency Agreement <input type="checkbox"/> Class III - Environmental Assessment (EA) <input type="checkbox"/> Project Involves NEPA/SEPA Section 404 Interagency Agreements	<input checked="" type="checkbox"/> Class III - Categorical Excluded (CE) <input checked="" type="checkbox"/> Projects Requiring Documentation (Documented CE)

Environmental Considerations

Agency City of Shoreline	Project Title SR-523 & I-5 Interchange Improvements	Date
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Right of Way

<input type="checkbox"/> No Right of Way Needed * All construction required by the contract can be accomplished within the existing right of way.	<input checked="" type="checkbox"/> Right of Way Needed <input checked="" type="checkbox"/> No Relocation	<input type="checkbox"/> Relocation Required
--	--	--

Utilities

<input type="checkbox"/> No utility work required
<input type="checkbox"/> All utility work will be completed prior to the start of the construction contract
<input checked="" type="checkbox"/> All utility work will be completed in coordination with the construction contract

Railroad

<input checked="" type="checkbox"/> No railroad work required
<input type="checkbox"/> All railroad work will be completed prior to the start of the construction contract
<input type="checkbox"/> All the railroad work will be completed in coordination with the construction contract

Description of Utility Relocation or Adjustments and Existing Major Structures Involved in the Project

Modifications to the existing bridge may require relocation or adjustment to utilities.

FAA Involvement

Is any airport located within 3.2 kilometers (2 miles) of the proposed project? Yes No

Remarks

This project has been reviewed by the legislative body of the administration agency or agencies, or its designee, and is not inconsistent with the agency's comprehensive plan for community development.

Agency City of Shoreline

Date

By _____ Mayor/Chairperson

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize the City Manager to Execute a Contract for Professional Services with H.W. Lochner for Design and Environmental Services for the SR-523 & Interstate-5 Interchange Project in an Amount not to Exceed \$1,259,744
DEPARTMENT:	Public Works
PRESENTED BY:	Tricia Juhnke
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

Staff is requesting that the Council authorize the City Manager to execute a contract with H.W. Lochner for design and environmental services related to the SR-523 (N/NE 145th Street) & Interstate-5 (I-5) Interchange Project. The scope of work for this contract is attached to this staff report as Attachment A.

The City of Shoreline is implementing improvements identified in the 145th Street Multimodal Corridor Study to improve access and safety for all travel modes using the corridor and to improve access to Sound Transit’s 145th Street Light Station. The SR-523 & I-5 Interchange Project will reduce congestion, improve traffic operations, pedestrian and bike access, and create a “gateway” into Shoreline on this segment of the corridor. In order to advance the project, the City is proposing to contract with a consultant team to provide engineering and environmental services.

RESOURCE/FINANCIAL IMPACT:

H.W. Lochner will provide engineering, design and environmental services for the project. The fee for services will be \$1,259,744. The City has received \$3,892,500 of Surface Transportation Program grant funding for environmental review and final design, a portion is used for this preliminary work. Matching City funds are available from the Roads Capital Fund. The project cost and budget summary is as follows:

EXPENDITURES

City Staff	\$ 250,000
Direct Expenses	\$ 80,000
Consultant Contracts	
30-Percent Design and Environmental (<i>H.W. Lochner</i>)	\$ 1,259,744
Final Design (available budget)	\$ 2,200,000
Miscellaneous	\$ 50,000
WSDOT	\$ 140,000
Contingency	\$ 520,256
Total Expenditures	\$ 4,500,000

REVENUE

Roads Capital Fund	\$ 607,500
Federal Grant	\$ 3,892,500
Total Expenditures	\$ 4,500,000

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a contract with H.W. Lochner for design and environmental services related to the SR-523 (N/NE 145th Street) & I-5 Interchange Project in an amount not to exceed \$1,259,744.

ATTACHMENTS:

Attachment A: H.W. Lochner SR 523 & I-5 Interchange Project Scope of Work

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

In 2016, the City completed the 145th Street Multimodal Corridor Study which identified needed improvements at the 145th Street and Interstate 5 interchange in addition to improvements on three other segments of the corridor. The interchange improvements are needed to improve traffic operations, pedestrian and bicycle access to the 145th Street light rail station, and to create a “gateway” into Shoreline. The City sought and received a federal transportation grant to reduce the local funding contribution to this project.

The design will progress in two steps. First, the City will contract with a consultant on preliminary design (30-Percent Design) and the environmental documentation such as SEPA and NEPA. These early documents will further refine the project elements and allow greater accuracy in estimating the final design scope and costs. With the information from the 30-Percent design, the City will enter into a contract with H. W. Lochner or another consultant to perform final design.

ALTERNATIVES ANALYSIS

The City requested proposals from qualified firms interested in designing the interchange project. Two qualified firms responded. Based on a review of written qualifications, interviews, and a review of references H.W. Lochner was determined to be the most qualified firm for the project.

RESOURCE/FINANCIAL IMPACT

H.W. Lochner will provide 30-Percent engineering design and environmental services. The City has received \$3,892,500 of Surface Transportation Program grant funding for environmental review and final design, a portion is used for this preliminary work. Matching city funds are available from the Roads Capital Fund. The fee for services will be \$1,259,744. The project cost and budget summary is as follows:

EXPENDITURES

City Staff	\$ 250,000
Direct Expenses	\$ 80,000
Consultant Contracts	
30-Percent Design and Environmental (<i>H.W. Lochner</i>)	\$ 1,259,744
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WSDOT	\$ 140,000
Contingency	\$ 520,256
Total Expenditures	\$ 4,500,000

REVENUE

Roads Capital Fund	\$ 607,500
Federal Grant	\$ 3,892,500
Total Revenue	\$ 4,500,000

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a contract with H.W. Lochner for design and environmental services related to the SR-523 (N/NE 145th Street) & I-5 Interchange Project in an amount not to exceed \$1,259,744.

Exhibit A – Scope of Services

City of Shoreline SR 523 & I-5 Interchange

Prepared for:

the City of Shoreline, Washington



Prepared by:

LOCHNER

915 118th Avenue SE, Suite 130
Bellevue, WA 98005

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EXHIBIT A – SCOPE OF SERVICES

City of Shoreline

SR 523 & I-5 Interchange

Lochner Project Number: 000013029

PROJECT DESCRIPTION

The City of Shoreline completed the 145th Street Multimodal Corridor Study (November 2016) which outlined improvements along the entire length of 145th Street (State Route 523) as well as off-corridor improvements for bikes. The SR-523 and I-5 Interchange project is one of several projects identified in the plan. This project makes improvements for vehicles, bikes, and pedestrians at the I-5 interchange along 145th Street. Proposed improvements include the addition of a non-motorized bridge spanning I-5 to the north of the existing vehicular bridge, providing an for an additional lane of traffic on the existing bridge, adding a new northbound on-ramp to I-5, improvements to adjacent intersections at 4th Avenue and 5th Avenue, and making non-motorized connections between the interchange area and Sound Transit's proposed light rail station north of 145th Street.

This project will improve the SR 523 (145th Street) and I-5 interchange with the construction of a pedestrian bridge crossing, providing for an additional lane of traffic on the existing bridge, construction of a new north bound on-ramp and analysis and prospective improvements to the intersection ramp terminals and the intersections of SR 523 and 4th Ave NE, and SR 523 and 5th Ave NE.

The project design and engineering is anticipated to be delivered in 2 phases. These are:

- Phase I: Interchange Justification Report (IJR), preliminary design and environmental approval
- Phase II: Final design and right-of-way acquisition

This scope of services applies to Phase 1 services.

GENERAL ASSUMPTIONS

H.W. Lochner, Inc. (CONSULTANT) will provide professional services to the City of Shoreline (CITY) as outlined in the tasks descriptions below. The following general provisions/assumptions have been made:

- The CONSULTANT will maintain continuous routine communication with the CITY throughout the project

- For the purposes of budgeting, the anticipated duration of the Preliminary Design and Environmental Approval phase will be approximately twelve (12) months beginning in March, 2017 and ending March, 2018
- Reports and drawings developed under this contract will be provided in hardcopy and electronic (pdf) format
- Engineering drawings will be prepared using MicroStation. Files will be converted to the format requested by the CITY at the completion of each phase and as needed for file sharing with the project team.
- The CONSULTANT will provide the CITY with preliminary plans for review at approximately the 30% level of design
- It is understood and agreed that tasks may be added or deleted from the scope of services by mutual agreement of the CITY (City of Shoreline) and the CONSULTANT (HW Lochner). Additional fee may be required for additional tasks
- Original permits, approvals, agreements or other obligations will be forwarded to the CITY in hardcopy and electronic form.
- The project documents and CADD files will be maintained and stored electronically using ProjectWise. The City will have access to these files at all times throughout the life of the project.
- Federal Funds are included in the project budget for design
- The CITY will provide timely and coordinated review of draft strategies and materials to streamline production and team efficiency
- The CITY will manage public inquiries received via the point of contact and take the lead in preparing responses to questions. Staff will share these communications, as appropriate, with the project team to inform outreach strategies and summaries of public input
- The CITY will serve as the main media contact for the project and will take the lead role on proactive media outreach and media response for the project

DESIGN STANDARDS

Plans, specifications, and contract documents, to the extent feasible, will be developed in accordance with the following, as applicable:

- Washington State Department of Transportation/American Public Works Association, "Standard Specifications for Road, Bridge, and Municipal Construction", M41-10, 2016
- Washington State Department of Transportation, "Standard Plans for Road and Bridge Construction", M21-01 last modified date August, 2015
- FHWA and Washington State Department of Transportation, "Manual on Uniform Traffic Control Devices for Streets and Highways" 2009

- A Policy on Geometric Design of Highways and Streets (AASHTO green book), 6th Edition, 2011
- Department of Ecology (Ecology) 2012 “Stormwater Management Manual for Western Washington” (SWMMWW)
- 2011 WSDOT Hydraulics Manual
- City of Shoreline Engineering Development Standards, 2012 or current version
- City of Seattle Standards Plans and Specs
- Applicable provisions of the Americans with Disabilities Act, as amended
- WSDOT Bridge Design Manual (LRFD) 2016
- AASHTO LRFD Bridge Specifications, 7th Edition with 2015 and 2016 Interims
- AASHTO Standard Specifications for Highway Bridges, 17th Edition 2002

TASK 1: PROJECT MANAGEMENT

1.a Contract Management

The CONSULTANT will provide a monthly status/ progress report with invoices every four weeks, itemized by task and subtask, to the CITY that will describe services provided by the CONSULTANT team members during the current reporting period. The progress reports will be prepared in a format approved by the CITY's Project Manager. The monthly status report will include an earned value analysis.

Assumptions:

- A general summary of activities performed by the CONSULTANT team including meetings held during the reporting period
- Listing of activities by element performed by the CONSULTANT team during the reporting period
- A listing of problems/ issues encountered during the reporting period and their resolution
- A listing of activities to be accomplished during the next reporting period

Deliverables:

- Monthly Status/Progress Reports, Earned Value analysis and Monthly Invoices

1.b Subconsultant Management

The CONSULTANT will be responsible for on-going management of the consultant team for this project in accordance with the provisions of the Agreement. On-going management will include completion of professional services in a timely manner and within the agreement budget. The CONSULTANT will be responsible for:

- Strategic management and reporting
- Developing and maintaining a Project Management Plan consisting of
 - Project Description & Objectives
 - Scope
 - Contract & Budget
 - Schedule
 - Organizational Chart
 - List of Contacts
 - QC/QA Plan
- Conducting regular bi-weekly meetings with internal staff and subconsultants.
- Making assignments to project staff and subconsultants

The CONSULTANT will be responsible for coordinating the activities of the subconsultants as necessary to complete the elements of the Agreement. This coordination will include preparing subconsultant agreements, obtaining monthly progress reports and invoices, timely input for meetings, incorporating services provided into project deliverables and obtaining answers to issues raised by the Management Team. The CONSULTANT's Project Manager will be the contact for questions and requests from the CITY's Project Manager. Discussions, correspondence, or services requested of the CONSULTANT, that impact the scope of services, budget, or products will be directed in writing to the CITY's Project Manager.

Assumptions:

- The Project Schedule will be prepared using Microsoft Project and will be updated bi-weekly or as necessary
- Team meetings are anticipated to be held bi-weekly for twelve (12) months for a total of twenty-four (24) meetings.
- Subconsultants will typically attend meetings by conference call. Assume four (4) in person meetings by subconsultants.

Deliverables:

- Preparation of meeting agendas for bi-weekly coordination meetings
- Preparation of meeting notes for bi-weekly coordination meeting
- Project Management Plan (One PDF with updated documents delivered electronically)
- Project Schedule monthly updates (One PDF with updated documents delivered electronically)

1.b.1 Quality Control/Quality Assurance

The CONSULTANT will provide quality assurance and quality control (QA/QC) throughout the life of the Agreement. The CONSULTANT will develop a project specific Quality Control Plan (QCP). The purpose of the plans is to provide appropriate administration, accounting, budget monitoring, scheduling, communications, and planning and engineering procedures leading to the final product.

The CONSULTANT will provide QA/QC reviews on all deliverables and ensure that deliverables by subconsultants also have QA/QC performed. QA/QC documentation will be provided to the CITY upon request. The CONSULTANT will perform QC checks on all deliverables throughout the life of the project.

As a general practice, the CONSULTANT performs a QA audit for all active projects on an annual basis. It is anticipated that this project will be subject to a QA audit in the summer/fall of 2017 and again in the summer/fall of 2018. QA audits include a review of the QCP and a review of deliverables to confirm that the process described in the QCP has been adhered to for the development of plan sheets, quantity calculations and estimates, technical memorandums and project specifications.

Assumptions:

- QA/QC reviews of documents and drawings will be maintained as part of the project files
- Subconsultants are responsible for developing and implementing quality control procedures for deliverables prior to submitting to the prime CONSULTANT.

Deliverables:

- Project Specific Quality Control Plan will be included with the Project Management Plan

1.b.2 Kick-off Meeting

A Kick-off Meeting will be held at the beginning of the project and attended by key team members of the CITY staff, CONSULTANT and subconsultants. The goal will be to enhance commitment by developing ownership within members of the project team, to confirm assignments of project activities to be completed by each team member, and to finalize development of a definitive Project Schedule.

The meeting will also provide opportunities to establish management procedures, lines of communications, identify lines of authority for decision making, provide clear direction to team members, discuss the project schedule and get buy-in from team members, identify stakeholders and provide a general exchange of views and ideas regarding the execution and development of the project.

Assumptions:

- The Kick-off Meeting will be held at CITY Hall
- The Kick-off Meeting will be attended by key members of the project team as appropriate
- The Kick-off Meeting will include a site walk of the project area unless weather prohibits

Deliverables:

- Kick-Off Meeting Agenda and Meeting Summary (1 electronic copy)

1.c Coordination with the City

The CONSULTANT will maintain regular contact and coordination with the CITY's Project Manager in accordance with the provisions of the Agreement. The CONSULTANT's Project Manager will be responsible for:

- Maintaining regular contact with the CITY and designated project management team staff through informal office visits, telephone conversations, e-mails, correspondence, and faxes
- Maintaining open access to project information by the CITY
- The CITY's Project Manager may contact team members as needed during each phase of the project with a summary of discussions sent to the CONSULTANT's Project Manager

Assumptions:

- Project meetings with the CITY's Project Manager are anticipated to occur bi-weekly for the twelve (12) month duration of the project. These meetings will be attended by up to two (2) CONSULTANT staff. Other CONSULTANT staff will attend if necessary to provide technical expertise. Other CONSULTANT staff may also attend via conference call if appropriate
- CITY staff will provide timely and coordinated review of draft strategies and materials to streamline production and team efficiency
- The CITY will identify and provide contact information (email, mail and phone) for project point of contact at the CITY to include on outreach materials
- The CITY will manage public inquiries received via the point of contact and take the lead in preparing responses to questions. The CITY will share these communications, as appropriate, to inform interim reports on public outreach and/or the final outreach summary
- CITY staff will lead preparation for and attend CITY Council meetings

Deliverables:

- Meeting Agendas and Meeting Summary's (1 electronic copy)
- Other meeting materials will include products that convey the current level of progress

1.d Delivery Plan Support

The CONSULTANT will support the CITY with selection of the appropriate project delivery method. An evaluation based on the project risks, constraints and opportunities will be made and a recommendation provided to the City.

The CONSULTANT will perform the following specific tasks:

- Prepare the Project Summary Package including Project Description and attributes such as scope, schedule and budget
- Prepare the Project Delivery Method (PDM) Attribute Comparison Spreadsheet
- The CONSULTANT will support the CITY with WSDOT coordination through the process

Assumptions:

- The CONSULTANT will follow WSDOT's PDM Selection Guidance
- Up to two (2) coordination meetings with WSDOT including two (2) consultant staff per meeting

Deliverables:

- Project Summary Package (One (1) hard copy and one (1) electronic copy)
- PDM Attribute Comparison Spreadsheet (One (1) hard copy and one (1) electronic copy)
- Meeting materials reflecting the current level of design including agendas and summary notes

1.e Funding Strategy

The CONSULTANT will support the CITY in seeking additional funding required for project construction and right-of-way acquisition (if needed). Possible opportunities include PSRC (STP) Countywide and Regional and TIB.

The CONSULTANT will also assist the City develop an appropriate strategy through which to accelerate funding through Connecting Washington.

Assumptions:

- The CONSULTANT support will include providing graphics, cost estimates and final preparation and submittal
- For estimating purposes, support for three (3) applications is assumed

Deliverables:

- Grant Application submittal packages (Three (3) electronic submittal packages)
- Funding acceleration strategy

1.f Interagency Coordination

The SR 523 and I-5 Interchange project involves coordination with several agencies, including at a minimum, City of Shoreline, City of Seattle, King County, Washington State Department of Transportation (WSDOT) Local Programs, Puget Sound Regional Council (PSRC), Sound Transit, and affected Northwest Indian Tribes. In addition, The CONSULTANT anticipates attending coordination meeting with other consultant teams concurrently developing design and construction documents for adjacent projects. The CONSULTANT will work with the CITY to facilitate stakeholder meetings to keep the parties informed about project progress, resolve project issues and obtain approvals.

Assumptions:

- For budgeting purposes the following Interagency Coordination meetings are anticipated:
 - WSDOT Meetings – assume twelve (12)
 - Bridge office
 - Design office / Public Transportation
 - Traffic
 - Other (Enviro, RW, Permitting)
 - Adjacent projects Consultant Coordination Meetings – assume four (4) meetings
- Additional one-on-one meetings with agencies for coordination are anticipated. These meeting are required for general coordination, progress updates and submittal reviews. Up to four (4) meetings of this nature are anticipated
- Interagency Coordination meetings are assumed to will be held at the City or WSDOT NW Region office and facilitated by City staff

- One-on-one meeting location is anticipated to be held at the agency location
- The CONSULTANT will provide materials to support each meeting

Deliverables:

- Meeting Agendas and Meeting Summary's (1 electronic copy)
- Other meeting materials will include products that convey the current level of progress.

1.f.1 Environmental Interagency Coordination

The CONSULTANT will coordinate initial meetings with each of the key agencies, Sound Transit, WSDOT, King County and the City of Seattle, to discuss what environmental permit reviews will be necessary, and to help define what level of interaction they will require going forward.

1.g Project Close Out

The CONSULTANT will gather the project files from the CONSULTANT team, organize them, and combine into one file. The final files will be delivered to the CITY. Closeout of a project phase does not constitute approval by the CITY.

Deliverables:

- Project Files in Electronic Format

TASK 2: INTERCHANGE JUSTIFICATION REPORT (IJR)

This project includes the preparation of an Interchange Justification Report (IJR) for ramp modifications to the SR 523/I-5 interchange. Improvements to the interchange are anticipated to include:

- The addition of a northbound loop ramp. This ramp will tie into an existing Sound Transit flyer stop which will be abandoned as part of the Sound Transit light rail project
- Modifications to the SR 523 bridge include removing of existing sidewalks to provide for an additional lane of traffic
- A separate pedestrian bridge will be constructed to the north of the existing vehicle bridge
- An additional pedestrian route is anticipated to be constructed on the south side of the existing structure by cantilevering a new sidewalk

Assumptions:

- The 145th Street Multimodal Corridor Study identifies needed improvements along SR 523 and will be used as the basis for the IJR purpose and need
- No new freeway access is being added
- Traffic operation within the interchange area will be modified, however these modifications are not anticipated to change traffic volumes to or from I-5.
- A micro-simulation model of interstate operations will not be required

2.a Leadership and Strategy

The CONSULTANT will work with the City to identify and assemble a support team for the development of the IJR. This team, referred to as the Stakeholder Committee, consists of subject matter experts and decision makers. A separate subset of the Stakeholder Committee will form the Technical Team. This team is comprised of technical experts who can support the technical aspects of the project. This group will likely be comprised of members of the Interagency Technical Team the City has already established as part of the projects planning efforts.

The CONSULTANT will work with the CITY to coordinate and facilitate a scoping meeting with WSDOT to determine if a supplement to the existing IJR is sufficient or if a new IJR will be required. This meeting will also serve to confirm appropriate, Stakeholder Committee, Technical Team and roles and responsibilities.

Assumptions:

- IJR Stakeholder meetings assume four (4) meetings attended by up to four (4) consultant staff.
- IJR Technical Team meetings assume eight (8) meetings attended by up to four (4) consultant staff.

Deliverables:

- Meeting material including agenda and meeting summary notes

2.b Methods and Assumptions

CONSULTANT will prepare a draft and final Assumptions Document, outlining the assumptions and methodology that will be used in the preparation of the IJR. These assumptions will include: the study area limits, years of analysis, traffic analysis tools, collision analysis procedure, travel demand forecast procedures, alternatives to be analyzed, and evaluation measures. The draft document will be presented to the Stakeholders Committee for refinement and approval.

Once the Methods and Assumptions document has been endorsed, the draft IJR will be prepared. The draft will go through review by the support team and once comments and issues have been addressed, the IJR will be finalized.

2.c Proposed Build Alternatives

The proposed improvements to be reviewed and considered by the Stakeholder Committee may include the following options:

- Widening the existing vehicle bridge from 5 travel lane to 6 travel lanes to increase left-turn capacity
- Added northbound on-ramp option for improved intersection operation at 5th Avenue NE and N 145th Street
- Make improvements to the interchange ramp terminal intersections for improved traffic operations and pedestrian connectivity
- Other improvements include:

- Construction of a separate, non-motorized bridge, north of the existing vehicle bridge
- Non-motorized connectivity improvements in the northeast and northwest quadrants of the interchange
- A sidewalk cantilevered from the existing vehicle structure will be analyzed
- Other channelization improvements from 500 feet west of 3rd Avenue to 500 feet east of 5th Avenue. These improvements will be evaluated and refined through the traffic analysis

2.d Data Collection

The CONSULTANT will obtain the following information and data as available for development of the IJR. This information includes:

- The CONSULTANT will obtain available as-built drawings of the existing interchange, ramps and roadways for I-5 mainline and ramps, SR 523/ N 145th Street, 5th Avenue NE, and 4th Avenue NE from WSDOT, King County, City of Seattle, and the City of Shoreline
- The CONSULTANT will obtain existing traffic count data from WSDOT, King County, City of Seattle, PSRC and City of Shoreline. This data will include I-5 mainline and ramp, SR 523/ N 145th Street, 5th Avenue NE, 4th Avenue NE, and 3rd Avenue NE including volumes, turning movement volumes at the ramp intersections for the AM and PM peak hours
- The CONSULTANT will collect AM and PM peak hour turning movement counts, including pedestrians and bicycles, to augment the existing data at up to 15 intersections to be determined during discussions with the CITY, but are anticipated to include:
 - NE 145th Street and
 - 5th Avenue NE;
 - SB I-5 ramp terminal
 - 4th Avenue NE
 - 3rd Avenue NE
 - 1st Avenue NE
 - NE 175th Street and
 - NB I-5 Ramp Terminal
 - SB I-5 Ramp Terminal
 - NE 130th Street and
 - SB I-5 Ramp Terminal
 - 5th Avenue NE and
 - NB I-5 Ramp Terminal south of NE 130th St
 - NB I-5 Ramp Terminal north of NE 145th St
 - NE 148th St

- CONSULTANT will utilize the IJR developed by Sound Transit for the light rail station north of 145th Street, as the basis for this IJR.
- The CITY will obtain the traffic model prepared as part of the Route Development Plan (RDP) traffic analysis for the 145 Street corridor and provide to the CONSULTANT for use as the base model for the traffic analysis for this IJR.
- CONSULTANT will obtain collision data for the last five calendar years from WSDOT, and will also obtain WSDOT's list of Critical Accident Locations (CAL), Critical Accident Corridors (CAC), and Intersection Accident Locations (IAL) in the project area. The CONSULTANT will obtain collision data from WSDOT and the cities of Seattle and Shoreline for each of the local roads described above in the vicinity of the interchanges
- CONSULTANT will obtain copies of the current Comprehensive and Transportation Plans from WSDOT and the Cities of Shoreline and Seattle, as well as their current TIP. CONSULTANT will review the current State Highway System Plan and Statewide Transportation Plan, as well as other project improvement plans and studies for I-5 within the project area, including the proposed Sound Transit Link Light Rail Station and Parking Garage and the Sound Transit 3 BRT Service. CONSULTANT will also obtain copies of other documents as appropriate
- CONSULTANT will obtain existing aerial photography mapping, including recent LIDAR mapping, of the overall project area for project planning, and conceptual layouts from WSDOT, and/or area developers. Aerial mapping will be produced at a scale of 1"=50' with a 2-foot contour interval and show visible surface features

2.e Traffic Forecasts

CONSULTANT will obtain a copy of the current PSRC travel demand model forecasts that will be used to forecast future travel patterns within the study area. CONSULTANT will:

- Review the existing PSRC travel model, including specific demographics for the project area, as well as the existing and future opening year and design year highway networks
- Prepare a summary of proposed improvements in the base highway networks and Coordinate such review with the PSRC and WSDOT
- Prepare AM and PM Peak Hour Traffic Forecasts, post-processing of the refined PSRC travel model output to develop turning movement and summaries for:
 - Base conditions in 2017, opening year of 2025 and design year of 2035
 - Up to three Build Alternatives as approved by the Stakeholder Committee, for the opening year and design year periods

2.f Traffic and Collision Analysis

2.f.1 Baseline Traffic Analysis (AM and PM for Existing, Opening, and Design Year):

CONSULTANT will conduct a traffic analysis for the Interstate and local street system because the proposed improvement could alter general purpose traffic. The traffic analysis will include the following:

- Highway capacity software (HCS) mainline analysis from Exit 174 (NE 130th St) to Exit 176 (NE 175th St);
- Synchro and SimTraffic or VISSUM analyses for the following intersections:
- NE 145th Street and
 - 5th Avenue NE;
 - SB I-5 ramp terminal
 - 1st Avenue NE
- NE 175th Street and
 - NB I-5 Ramp Terminal
 - SB I-5 Ramp Terminal
- NE 130th Street and
 - SB I-5 Ramp Terminal
- 5th Avenue NE and
 - NB I-5 Ramp Terminal south of NE 130th St
 - NB I-5 Ramp Terminal north of NE 145th St
 - NE 148th St

2.f.2 Collision Analysis:

CONSULTANT will conduct a collision analysis to estimate the level of change in collisions on the Interstate system using collision data from WSDOT for the past five years.

2.g Traffic Analysis of Build Alternatives

- Traffic Analysis for Existing, Opening, and Design Year): CONSULTANT will conduct (AM and PM traffic analysis for the Interstate and local street system for the opening and design year conditions for up to three alternatives because the proposed improvement could alter general purpose traffic. The traffic analysis will include the same locations used in the base analysis
- Collision Analysis: CONSULTANT will conduct a collision analysis to estimate the level of change in collisions on the Interstate system for up to three alternatives

2.h Alternative Evaluation

CONSULTANT will use the evaluation procedures defined in the Methods and Assumptions Document to evaluate the alternatives. CONSULTANT will compare the alternatives and present

findings to the Stakeholder Committee for recommendations of a preferred set of improvements. Information from previous traffic and collision analyses will be used, as well as data from the environmental analysis and conceptual design tasks. The following elements are assumed:

- CONSULTANT will develop comparative data by alternative for the Stakeholder Committee and display it in an evaluation matrix for use in evaluating each alternative. This information will be developed using previous elements and other studies
- At a Stakeholder Committee meeting, the CONSULTANT will review evaluation of alternatives for the Stakeholder Committee's revision and approval
- CONSULTANT will develop a summary of the evaluation process and results to document the final improvements

2.i Interchange Justification Report

The CONSULTANT will prepare an I-5 corridor level IJR focusing on the NE 145th St interchange. The corridor area will include the nearby interchanges of NE 130th St and NE 175th St and the local street intersections listed in Task 2.d.

The following alternatives will be included in this IJR:

- **Opening Year Proposed Build Alternative** which removes a transit only NB off-ramp, adds a lane on the NE 145th Street overpass, and adds a new loop on-ramp connection to NB I-5
- **Design Year Proposed Build Alternative** will be the same as the Proposed Opening Year Build Conditions

The corridor level IJR will be prepared in accordance with WSDOT's Design Manual Chapter 550; however signing plans will not be prepared at the corridor level.

The following is an outline of the information to be prepared during the development of the corridor level IJR, including the planned review process:

2.i.1 Policy Point Development

2.i.1.1 Policy Point 1 - Need for Access Revision:

The CONSULTANT will prepare a summary documenting the current and projected needs and why the existing access points and the existing or improved local systems are unable to meet the projected needs. The CONSULTANT will use the Purpose and Need statement developed for the NEPA documentation as a base document, with the need based on the traffic and safety summaries prepared for the existing and future No Action Alternatives.

2.i.1.2 Policy Point 2 - Reasonable Alternatives:

The CONSULTANT will prepare a summary documenting the alternatives considered in the Sound Transit Lynnwood Link Extension Project SR 523(NE 145th Street) IJR. The summary will explain how these alternatives met or did not meet the purpose of the improvement.

2.i.1.3 Policy Point 3 – Operational & Collision Analysis:

The CONSULTANT will prepare a summary that documents how the proposed improvements will affect safety and traffic operations at year of opening and design year. The CONSULTANT will document:

- The results of the Interstate mainline operational analyses for the opening year and design year for the Build Alternatives for this IJR
- The comparison of the AM and PM intersection and interchange operational results of the opening and design year Build Alternatives with the opening and design year No Action Base
- The effect of the Build Alternatives on the I-5 mainline operations and adjacent interchanges at NE 130th Street and at NE 175th Street
- A discussion of the collision analysis results for the Existing Conditions, and the opening and design year Build Alternative as compared to the No Action Base Condition
- A discussion of impacts to safety and operations along the I-5 corridor

2.i.1.4 Policy Point 4 – Access Connections & Design:

The CONSULTANT will prepare a summary showing how the proposed improvements will provide fully directional interchanges connected to public streets or roads and designed to meet current design standards. The summary will:

- Discuss the geometric designs of the proposed improvements and show that all movements are included in the design
- Show the preliminary horizontal and vertical alignments including I-5 mainline improvements, and proposed interchange and cross street improvements
- Discuss design criteria and design exceptions that may be needed

2.i.1.5 Policy Point 5 – Land Use & Transportation Plans:

The CONSULTANT will prepare a summary showing how the proposed access point revisions are compatible with existing land use and transportation plans for the area, summarize how current land use assumptions are included in the travel demand model, and discuss that the proposed improvements are consistency with local, regional, and statewide transportation plans.

2.i.1.6 Policy Point 6 – Future Interchanges:

The CONSULTANT will prepare a summary showing how the proposed access point revisions are compatible with the I-5 comprehensive network plan and that the proposed interchange improvements are compatible with other known planned interstate improvements included in the State-wide Highway System Plan.

2.i.1.7 Policy Point 7 – Coordination:

The CONSULTANT will prepare a discussion of the status of coordinating projects and if the actions that are programmed and funded, the consultant will discuss local

jurisdiction plans to provide other local improvements to support the interstate modifications and that their commitment to work with WSDOT to pursue funds for the interchange modifications (level of effort assumed a 1-2 page document). This section will also include a summary of the staging plan for the Proposed Build improvements, including mainline, interchange and local street improvements; including coordination with the City of Shoreline, City of Seattle, King County, and Sound Transit.

2.i.1.8 Policy Point 8 – Environmental Processes:

The CONSULTANT will draft Policy Point 8 for the IJR based on information contained in the IJR completed for Sound Transit at this interchange. We assume that required supporting information for this section will be assessed as part of the NEPA DCE work and that no new information will be required to develop this section.

2.j Conceptual Roadway Design

CONSULTANT will prepare conceptual roadway designs of the proposed access improvements in support of the IJR. The conceptual roadway design will include the northbound on-ramp option and reconfiguration of NE 145th Street.

The conceptual designs will include sufficient geometric information required to show the extent of improvement and their impacts. The preferred alternative will be modeled to develop earthwork quantities and provide cut-fill lines of the extent of improvements and impacts.

2.k Conceptual Structural Design

For each proposed build alternative, the CONSULTANT will develop recommendations for required structural components. The recommended options will include planning level cost evaluations. Each proposed build alternative evaluated will be summarized for review and consideration by the Stakeholder Committee in a Structures Evaluation Report for final selection and which will be carried forward during PS&E design. The Structures Alternative Evaluation Report will likely evaluate the following:

- Existing bridge condition based on information provided by WSDOT
- Bridge loading rating based on information provided by WSDOT
- Feasibility study of one travel lane addition
- Feasibility study of sidewalk cantilever, including implementing the WSDOT Practical Solutions approach and potentially eliminating the sidewalk from the south side of the roadway overpass

2.k.1 Coordination with Architect

The CONSULTANT will coordinate with the project's Architect for the structural components to be evaluated for this task.

2.k.2 Coordination with Geotech

The CONSULTANT will coordinate with the project's Geotechnical Engineer for the structural components to be evaluated for this task.

Assumptions:

- An inspection report of the SR 523 bridge is available from WSDOT and can be made available to the CONSULTANT for the analysis
- As-built plans of the SR 523 bridge are available from WSDOT and can be made available to the CONSULTANT for the analysis
- A recent load rating report for the structure is available from WSDOT

2.1 Draft IJR

The CONSULTANT will prepare a draft Corridor-Level IJR containing an executive summary including a description of the proposed improvements, the policy point documentation, and background data included as appendices. The Draft report will be compiled in a three-ring binder in accordance with the outline documented in the Design Manual. Electronic copies, both in WORD and pdf format will be available. The draft IJR will include the following elements:

- Narrative and data from the technical memorandums (Policy Points 1-8)
- Table of Contents
- Executive Summary

2.m WSDOT/FHWA 1st Review

FHWA and WSDOT will review the draft version of the corridor level IJR. Once completed, WSDOT will compile a single set of comments summarized in a comment response form. The CONSULTANT and CITY will then meet with WSDOT to review comments for clarification.

2.n Update and Submit 2nd Draft IJR

The CONSULTANT will review comments and edit the corridor level IJR based on accepted comments. The CONSULTANT will also summarize responses to the comments on the comment response form. The CONSULTANT will then compile the revised IJR and update the appropriate pages for inclusion in the three-ring binders. Electronic copies, both in WORD and pdf format of the revised IJR will be available.

2.o WSDOT/FHWA 2nd Review

FHWA and WSDOT will conduct a second review the draft corridor level IJR. Once completed, WSDOT will again compile the comments into a single set of comments and summarize them in a comment response form. The CONSULTANT and CITY will then meet with WSDOT to review comments for clarification.

2.p Address Final Comments

The CONSULTANT will review comments and edit the corridor level IJR as appropriate. The CONSULTANT will also summarize responses to comments on the comment response form. The CONSULTANT will then compile the revised IJR and provide updates to the appropriate pages in

the three-ring binders. A meeting with WSDOT and FHWA will be held to review the final version of the corridor level IJR and obtain final concurrence.

2.q Submit Final Corridor Level IJR

The CONSULTANT will prepare fifteen final hard copies of the IJR as well as an electronic copy of the IJR and appendices and submit to WSDOT for signature.

Assumptions:

- Scope is for preparing a complete IJR
- Study area for IJR analysis includes study interchange and next interchanges to the north and south
- City to provide current City of Shoreline transportation model
- City to provide latest traffic model developed for the 145th St corridor project
- City to provide current traffic models developed by Sound Transit for the NE 145th St Light Rail Station IJR
- The sound transit VISSIM model calibration analysis is still valid and will be acceptable to WSDOT for use in the IJR report documentation. Recalibration of the VISSIM model is not included in this scope of services.
- For the purposes of traffic forecasting, the opening year and design year will be 2025 and 2035, the same as in the Sound Transit IJR
- City to provide collision analysis prepared by Sound Transit for the NE 145th St IJR
- Mainline and ramp terminal analysis will assume up to 18 model runs for the existing conditions, opening and design year No Action, and opening and design year for up to three alternatives
- No ISATe collision model development and analyses are included in this scope of services.
- The intersection of 5th Ave NE at the NB I-5 on-ramp will be controlled by a traffic signal in the Build Alternative opening and design year
- The intersection on NE 145th St at 4th Ave NE will be closed in the Build Alternative opening year and design year
- Analysis of construction traffic is not included in this scope of services

Deliverables:

- Stakeholder Committee meeting materials. These materials will consist of design related documents supporting the current level of design
- Stakeholder meeting agendas and meeting notes
- Methods and Assumptions Document

- Summary tables and graphics
- Conceptual design for proposed improvements
- Conceptual signing plan for proposed improvements
- Structures Alternative Evaluation Report
- Draft IJR (Six (6) hard copies and one (1) electronic.)
- Draft IJR, second review (Six (6) hard copies and one (1) electronic.)
- Final IJR (Six (6) hard copies and one (1) electronic.)

TASK 3: SITE INVESTIGATIONS

3.a Survey and Basemapping

Survey and Basemapping will be provided by the CITY.

Deliverables:

- Survey base mapping in Civil 3D format and one hard copy (.pdf) version of the same
- Survey Boundary and Control drawing (stamped and signed) for inclusion with final PS&E

3.b Geotechnical Engineering

3.b.1 Review existing geotechnical and geologic information

- WSDOT historic borings for 145th Street overpass
- Sound Transit Lynnwood Link project
- Regional geologic maps

3.b.2 Review as-built plans and supporting engineering documents for existing structures and improvements

- WSDOT 145th Street overpass
- Transit pedestrian ramps and retaining walls
- Utilities within project limits
- Other nearby improvements

3.b.3 Subsurface exploration at 164 NE 145th Street

- Mark boring location in parking area or driveway of 164 NE 145th Street.
- Call One-Call utility locate service to mark subscriber utilities.
- Call private utility locate service to attempt to mark private utilities.

- Complete one boring to maximum 80 feet below ground surface. Vacuum excavate to about 8 feet below ground surface before commencing drilling to check for utilities (no samples).
- Install single vibrating wire piezometer in the boring.
- Grout hole. Install flush-mounted locking monument.
- Read VWP groundwater pressure about 1 week after completing boring. Install data logger and monitor groundwater pressure for 3 months. Interpret groundwater measurements.
- Complete soil sample visual classification and water content on samples and laboratory index testing on selected samples, including up to 4 combined gradation analyses, up to 2 Atterberg limits.
- Prepare boring log.

3.b.4 Interpret subsurface conditions

3.b.5 Provide TS&L geotechnical engineering recommendations report for

- Foundation types for proposed pedestrian bridge
- Temporary retaining wall types to facilitate construction of pedestrian bridge and widening of existing 145th street overpass
- Permanent retaining wall types for potential permanent retaining walls.
- Excavations, fill slopes, retaining walls for site grading

3.b.6 Participate in meetings and discussions with the design team

Assumptions:

- One subsurface exploration will be conducted for the TS&L phase. The exploration will be conducted in the drive or parking area of 164th NE 145th Street. Right-of-entry and access to be secured by others
- Shannon & Wilson will purchase and calibrate 1 VWP for installation in the boring
- As-built plans and supporting engineering documents for existing structures and improvements will be provided
- Exploration and laboratory test data for Sound Transit Lynnwood Link Final Design will be made available to us in a timely manner
- No engineering calculations will be performed for spread footing or drilled shaft foundation resistance or retaining walls
- TS&L Geotechnical Engineering Recommendations report will be provided in PDF format

Deliverables:

- Draft TS&L Geotechnical Engineering Recommendations report
- Final TS&L Geotechnical Engineering Recommendations report after receiving comments on draft report

3.c Environmental Site Investigations

The CONSULTANT will review available information generated during the Sound Transit study and the City's corridor study, and follow up with Sound Transit as needed to obtain any additional, relevant documentation, including jurisdictional determinations. Based on our current understanding of the area, one wetland and stream were delineated on the Sound Transit station footprint east of I-5. In addition, another wetland may be present on the west side of I-5 in the northwest quadrant of the interchange within the WSDOT right of way, associated with a ditch. We understand that the ST wetland/stream area was determined to be non-jurisdictional by the Corps and should not require further review by the Corps, although other regulatory agencies may need to be contacted for concurrence. Additional review of the west-side ditch wetland may be required. Following collection and review of information, a site visit will be conducted to review mapped features. The west side of I-5 in and near the work area has not previously been formally reviewed for streams and wetlands, so the site investigation will collect new data in this area, assuming that only upland conditions will be found.

Assumptions:

- The CONSULTANT assumes that there are no other stream or wetland critical areas within the project area that would require further assessment. No additional field work will be conducted after completion of the initial site visit.
- Basemaps will be provided to The CONSULTANT for developing supporting environmental documents.
- City will provide or arrange right-of-entry and access to the project area.
- The other regulatory agencies will concur with the initial non-jurisdictional determination and will not require further review or delineation of the wetland.

Deliverables:

- Summary memo confirming or amending the presence and/or classification of previously identified critical areas, and documenting the absence of streams and wetlands in the project areas not addressed in ST investigation. The memo will include recommendations for additional field investigation if needed.

TASK 4: CONCEPTUAL DESIGN, (10% P&E)

4.a Structural Conceptual Design

The CONSULTANT will develop conceptual level design for up to three non-motorized structures. The concepts anticipated include cable stayed, prefabricated truss, and concrete or steel girder.

In addition the CONSULTANT will develop conceptual designs for retaining wall anticipated to be associated with the non-motorized structure and landings.

The CONSULTANT shall prepare a Type, Size and Location report that includes the following elements:

- Bridge type selection
- Preliminary design and detailing
- Preliminary cost estimate

Assumptions:

- Coordination with Urban architect roadway design, geotechnical engineer, and environmental permitting
- Illumination foundations will not require structural evaluation
- Median barriers will not require structural evaluation
- Power poles will not require structural evaluation
- Chain-link fences will not require structural evaluation

Deliverables:

- Type, Size and Location Report (One (1) hard copy and one (1) electronic copy)

4.b Compilation of Conceptual Design

The CONSULTANT will compile the conceptual roadway, structural design elements and concepts developed in Task 6 into a 10% milestone deliverable.

4.c Conceptual level cost estimate

The CONSULTANT will develop a planning level cost estimate to support these concepts. The purpose of this milestone is to facilitate the public outreach described in Task 8.

Deliverables:

- Compiled Conceptual level design alternatives including roadway, structures and the schematic level conceptual drawing listed in Task 6.
- Conceptual level cost estimate

TASK 5: PRELIMINARY DESIGN, (30% P&E)

The CONSULTANT will perform preliminary design engineering of the public roadways and utilities for the interchange access modification improvements and access connections to the SR 523/I-5 interchange to support the environmental documentation. This preliminary design will be an advancement of the conceptual roadway design and conceptual structural design developed under Task 2.

The preliminary design will include: modifications to the existing SR 523/I-5 Bridge to provide an added travel lane, a new non-motorized bridge crossing I-5 north of the existing vehicle structure,

improvements to adjacent intersections, new right turn lane to southbound I-5, a new northbound on-ramp to I-5. The CONSULTANT shall conduct quality control review by senior staff members with appropriate experience and expertise. The following elements are assumed:

5.a Design Documentation

The CONSULTANT shall develop a Design Criteria memo documenting the design standards to be used for the project and documentation of design decisions made as the team moves through the design process. This documentation process will be completed in coordination with the technical team.

Assumptions:

- Design Criteria will be documented in WSDOTs Project Design Parameters worksheets
- The Quantitative Analysis Method with emphasis of safety and capacity will be applied

Deliverables:

- Design Criteria Memo (One (1) hard copy and one (1) electronic copy)
- Design Parameters worksheets (One (1) hard copy and one (1) electronic copy)

5.b Environmental Permit Assessment

Early in the preliminary design phase, The CONSULTANT will develop a permit compliance memo that identifies the necessary environmental permits required for the project, the supporting documents that may be required by the resource agencies, and the approximate timelines for processing the permits.

Deliverables:

- Permit Compliance Memo (One (1) hard copy and one (1) electronic copy)

5.c Roadway Design

The CONSULTANT will advance the preferred alternative defined in Task 2. Advancement of the alternative will include further development of the geometric design, earthwork quantities, channelization design, and safety improvement for the project and will include development and refinement of the roadway plans. Roadway plans are anticipated to include roadway plan and profile, sections, paving plans and signing plans

Assumptions:

- No change in the vertical profile of NE 145th St. or intersecting roadways is anticipated
- Roadway design will be in accordance with the WSDOT Design Manual and the WSDOT Standard Plans and City of Mukilteo Public Works standards
- Contract Specifications will not be prepared for 30% submittal

Deliverables:

- Preliminary Roadway plans (One (1) hard copy and one (1) electronic copy)

5.d Signal and ITS Design

The CONSULTANT will prepare a preliminary signal and ITS design plans based on the proposed improvements and the CONSULTANT's preliminary roadway layouts.

The CONSULTANT will evaluate the impact on the existing signal system and make a preliminary assessment on whether the existing signal poles will require modification or relocation, analyze the possible locations of new signal poles, and determine the need for additional design to comply with improvements, ADA requirements, and current WSDOT standards.

- The CONSULTANT will coordinate and consult with WSDOT to evaluate existing signal and ITS equipment
- The CONSULTANT will prepare preliminary plans for the signal system showing location and preliminary details of poles, cabinets, loops, junction boxes, etc.
- The CONSULTANT will prepare preliminary plans for the ITS system showing location and preliminary details of communications, cameras, and fiber optic routes

Deliverables:

- Preliminary Signal and ITS Plan (One (1) hard copy and one (1) electronic copy)

5.e Channelization Plans

The CONSULTANT shall prepare Channelization Plan for the interstate access improvements at SR 523 and I-5 interchange project using WSDOT design and plan procedures. These improvements are anticipated to include:

- Re-channelization of SR 523 between 3rd Ave NE and 5th Ave NE
- A new north bound on-ramp
- Intersection improvements at the interchange ramp terminals

Assumptions:

- Roadway design will be in accordance with the WSDOT Design Manual and the WSDOT Standard Plans and City of Shoreline Engineering Development standards
- Plans preparation will be in accordance with WSDOT Plans Preparation Manual
- No deviation or design exceptions are anticipated
- The Channelization plans shall follow the WSDOT NW Region Channelization Plan Checklist
- Three (3) rounds of WSDOT review are anticipated

Deliverables:

- Draft Channelization Plan Submittal (One (1) hard copy and one (1) electronic copy)
- Response to Comments (One (1) hard copy and one (1) electronic copy)
- Second Draft Channelization Plan Submittal (One (1) hard copy and one (1) electronic copy)
- Response to Comments (One (1) hard copy and one (1) electronic copy)

- Final Channelization Plan Submittal (One (1) hard copy and one (1) electronic copy)

5.f Structural Design

The CONSULTANT will develop preliminary plans based on the concepts selected in Tasks 2, Task 4 and 6. The CONSULTANT will continue its efforts in the development of preliminary structural design to support the Proposed Alternative which will include:

6.f.1 Non-Motorized Bridge

The CONSULTANT shall prepare preliminary plans for the non-motorized bridge concept selected in previous tasks:

- Bridge type selection
- Preliminary design and detailing
- Preliminary cost estimate

Assumptions:

- Illumination foundations will not require structural evaluation
- Median barriers will not require structural evaluation
- Power poles will not require structural evaluation
- Chain-link fences will not require structural evaluation

Deliverables:

- Preliminary Non-Motorized Bridge plans (One (1) hard copy and one (1) electronic copy)

6.f.2 Retaining Wall

The CONSULTANT shall prepare preliminary retaining wall plans:

- Wall type selection
- Preliminary design and detailing
- Preliminary cost estimate

Assumptions:

- Coordination with Urban architect roadway design, geotechnical engineer, and environmental permitting
- Wall sizing and locations will be determined by On-ramp geometry, R.O.W., Non-Motorized Bridge design, and Gateway elements

Deliverables:

- Preliminary Retaining Wall plans (One (1) hard copy and one (1) electronic copy)

6.f.3 Existing Bridge Modifications

The CONSULTANT will prepare preliminary plans including general plans and modifications including cross sections and details associated with the removal of the existing sidewalk and construction of a cantilevered sidewalk on the south side of the existing bridge.

Assumptions:

- The feasibility as determined in task 2 will be advanced in this task.

Deliverables:

- Plan, profile and elevation and cross-sections and details.

6.g Stormwater Design

The CONSULTANT will prepare the Stormwater Plans for the SR 523 and I-5 access modifications. The Stormwater Plans will include conveyance, water quality and preliminary flow control and water quality facility sizing. The 30% Design Submittal will include sufficient plan information to demonstrate the proposed stormwater facilities while not including details and final design information such as invert elevations. The preliminary drainage analysis and design will be developed to support the environmental documentation and shall comply with the WSDOT Highway Runoff Manual requirements or the Department of Ecology's Western Washington Storm Water Manual. Stormwater downstream runoff routes will be analyzed for capacity.

Deliverables:

- Stormwater Plans (One (1) hard copy and one (1) electronic copy)
- Draft Drainage Analysis (One (1) hard copy and one (1) electronic copy)

6.h Preliminary Plans

The CONSULTANT shall compile the plans prepared for the various designs noted above into the 30% plan set. This plans set shall be used to conduct the 30% Design Review by the CITY, WSDOT and other stakeholders. The 30% plans shall include the following plans: Roadway Sections, Roadway Profiles, Stormwater Plans, Paving Plans, Retaining Wall Plans, Signal Plans and Signing plans.

Assumptions:

- Plan sheets scale is anticipated to be 1:100. Detail sheets will be added for clarity as required.

Deliverables:

- 30% Plans package (11" by 17") - (One (1) hard copies as required and one (1) electronic copy).

6.i Preliminary Cost Estimate

The CONSULTANT will calculate quantities and prepare an estimate of probable construction costs using bid items.

Assumptions:

- The Preliminary Cost estimate will utilize WSDOT Standard Item table.

- Unit Prices for standard items will be determined using WSDOT Unit Bid Analysis.

Deliverables:

- Preliminary Cost Estimate (4 hard copies and 1 electronic copy)

TASK 6: GATEWAY

6.a Site Inventory, Analysis and Coordination

- The CONSULTANT will prepare a basemap for the preliminary design phase, review preliminary engineering plans and existing conditions data as necessary, and complete up to two site visits to confirm aesthetic design and pedestrian and bicycle circulation coordination with neighborhood, 5th Ave NE streetscape, adjacent wetland, proposed Sound Transit station, and 145th Street Multi-modal Corridor Study. The CONSULTANT will participate in the following meetings:

COORDINATION

- Up to three (3) client meetings,
- One (1) Sound Transit public art coordination meeting
- One (1) city planner/Arts Council meeting,
- Two (2) Public Meetings
- Two (2) City Council meetings
- Up to five (5) consultant team meetings throughout the preliminary design phase.
- This task involves setting a design theme and character for the non-motorized bridge(s), retaining walls, approach pedestrian/non-motorized hardscape areas and landscape gateway areas (Gateway landscape at the northwest intersection of N. 145th St. and 5th Ave NE, from I-5 right of way to south edge of Sound Transit Station, including underneath trackway; Approach plaza west of I5 between off-ramp and 3rd Ave NE, including underneath trackway).
- This design phase will begin with development of an aesthetic design theme and conceptual design. The conceptual design will define the general character of the pedestrian bridge and gateway areas. This will largely be independent of the identification of the type, size and location of the pedestrian bridge, as the theme and character of the bridge can be expressed in different structure types.

SCHEMATIC DRAWINGS

- The following schematic drawings will be provided:
- Non-Motorized Bridge, Retaining Wall and Gateway Schematic Concept Plan (1 sheet, 2 alternatives)
- Non-Motorized Bridge, Retaining Wall and Gateway Schematic Detail Area Plans (up to 2 areas, 2 alternatives)
- Non-Motorized Bridge Aesthetic Design Character Sketch (2 alternatives)
- Non-Motorized Bridge, Retaining Wall, and Gateway Elevations (up to 3, 2 alternatives)

- Gateway with Plaza Path Character Sketch (2 alternatives)
- Retaining Wall Design Character Sketch (2 alternatives)
- Non-Motorized Bridge, Retaining Wall and Gateway Schematic Concept Plan (1 sheet, preferred alternative)
- Non-Motorized Bridge, Retaining Wall and Gateway Schematic Detail Area Plans (up to 2 areas, preferred alternative)
- Non-Motorized Bridge Aesthetic Design Character Sketch (preferred alternative)
- Non-Motorized Bridge, Retaining Wall, and Gateway Elevations (up to 3, preferred alternative)
- Gateway with Plaza Path Character Sketch (preferred alternative)
- Retaining Wall Design Character Sketch (preferred alternative)

Deliverables:

- Aesthetic Theme and Character definition – memorandum and power point presentation (up to 2)
- Alternatives Design memorandum (up to 8 pages, total)
- Preferred Alternative Design memorandum (up to 5 pages, total)
- Schematic Conceptual drawings as listed above

6.b Preliminary Design

This task includes the preliminary aesthetic design of the non-motorized bridge, retaining walls, and gateway pedestrian hardscape and landscape areas to advance the design of the preferred aesthetic theme and character.

The design will be refined, including identification of products and materials proposed for the non-motorized bridge (potential) tower, railing, fall barrier, decorative paving, lighting and site furniture concepts, landscape area conceptual landforms, and landscape planting character. The design concepts will be detailed adequately to allow for coordination with client and design team and to incorporate aesthetic design details of the non-motorized bridge, gateway areas and retaining walls into the project engineering design. The Consultant shall prepare preliminary aesthetic and landscape architectural design plans (approximately 30 percent complete) for the non-motorized bridge, retaining walls, and gateway areas.

The following drawings will be provided:

- Non-Motorized Bridge, Retaining Wall and Gateway Layout and Grading Concept Plan (3 sheets at 1"=20' scale)
- Non-Motorized Bridge, Retaining Wall and Detail Area Plan (2 sheets at 1"=10' scale) Gateway Landscape Concept Plan (1 sheet at 1"=20' scale)
- Sections (up to 4)
- Elevations (up to 4)

Deliverables:

- Thirty percent landscape architectural design plans (as per list above)
- Design memorandum including product and materials information (up to 5 pages, total)
- Preliminary construction cost estimate

TASK 7: ENVIRONMENTAL PERMITTING

7.a Pre-application consultation.

We will meet with the City planning department to discuss the anticipated local permit process. In addition, we will meet with the City's project manager to discuss the NEPA support documents.

7.b Permits, Approvals and Right of Way (ROW).

The City will provide information to the CONSULTANT regarding the status of ROW negotiations or acquisitions.

7.c National Environmental Policy Act (NEPA) Documented Categorical Exclusion (DCE) through FHWA.

The CONSULTANT will complete the following sections of the DCE form, as described below, for the proposed project:

- i. Project Description. The City or the CONSULTANT will develop an official project description to be used for the environmental permitting
- ii. Critical and Sensitive Areas: The CONSULTANT will complete this section based on existing information from previous studies, our site visit and information from the City.
- iii. Cultural Resources/Historic Structures: The CONSULTANT will complete this section using information and analysis provided by the cultural resources subconsultant.
- iv. Hazardous and Problem Waste: The CONSULTANT will complete a desktop Hazardous Materials Analysis to identify if potentially contaminated sites are present within the project corridor. The CONSULTANT will review available historical records and databases and will conduct a windshield survey of the project corridor. The CONSULTANT will address the DCE questionnaire and prepare a memo documenting the analysis.
- v. 4(f)/6(f) Resources: The CONSULTANT will complete this section under the assumption that no 4(f)/6(f) resources are located within the project corridor.
- vi. Agricultural Lands: The CONSULTANT will complete this section.
- vii. Rivers, Streams or Tidal Water: The CONSULTANT will complete this section based on existing information from previous studies and information from the City.
- viii. Tribal Lands: The CONSULTANT will complete this section.

- ix. Water Quality/Stormwater: The CONSULTANT will complete this section.
- x. Previous Environmental Commitments: The CONSULTANT will complete this section with input from the City of Shoreline, Sound Transit, City of Seattle and King County.
- xi. Environmental Justice: The CONSULTANT will complete this section, assuming that the project area may contain minority or low-income populations, but will not have short- or long-term “disproportionate, high and adverse” effects on those populations. A letter will be prepared that summarizes the required analysis, limited to documentation of readily available demographic information and the project details that preclude adverse effects. If the analysis does not support this assumption, additional analysis will be required that is not included in this scope of work. The letter will also include a summary of the public outreach efforts and results, using information provided by the City and CONSULTANT.
- xii. Biological Assessments (BAs) and Essential Fish Habitat Evaluations. The CONSULTANT will complete this section, which will include a supporting BA.

Assumptions:

- ROW purchases will be offered after the NEPA DCE has been signed by WSDOT and Federal Highway Administration; thus, Appendix F will not be necessary
- No additional studies or supporting information other than those identified above will be required to complete the DCE
- Documents will be revised one time based on CONSULTANT review, one time based on City review, and one time based on WSDOT review
- The Affect Determination in the BA will be either ‘no effect’ or ‘not likely to adversely affect’.

Deliverables:

- Completed WSDOT DCE form, including draft and final
- Environmental Justice evaluation, including draft and final
- Hazardous Waste evaluation, including draft and final
- Biological Assessment meeting WSDOT standards, including draft and final

7.d State Environmental Policy Act (SEPA) Checklist.

The CONSULTANT will prepare a SEPA checklist for the proposed project. We anticipate that this project will require supporting documents for geotechnical issues, stormwater, traffic, cultural/historical resources and wetland jurisdiction determination. If a public hearing is required by the City, the CONSULTANT will attend.

Assumptions:

- It is assumed an Environmental Impact Statement (EIS) is not required and the project will be issued a Determination of Non-significance or Mitigated Determination of Non-Significance by the City
- Documents will be revised one time based on CONSULTANT review, and one time based on City review
- Fees for City permit applications and environmental reviews are not included
- Other than attendance at a public hearing (if held), no other public outreach would be conducted or attended by the CONSULTANT

Deliverables:

- SEPA checklist, draft and final

7.e Phase 1 Environmental Site Assessment (ESA)

Shannon & Wilson (S&W) will complete a Phase I ESA for King County parcel # 2881700371 located at 164 NE 145th Street in the City of Shoreline. The purpose of a Phase I ESA is to identify to the extent feasible, pursuant to the process described in the ASTM International (ASTM) Standard Practice E1527-13 (Phase I ASTM Standard), recognized environmental conditions (RECs), controlled RECs (CRECs), and/or historical RECs (HRECs) associated with the subject property. To accomplish the stated objectives of a Phase I ESA in accordance with ASTM guidelines, the following scope of work will be conducted:

- Site Visit and Reconnaissance. Conduct a site visit and reconnaissance of the immediate site vicinity to look for RECs on the site and to evaluate the potential for adverse environmental impact from adjacent land uses. RECs may include, but are not limited to, solid waste disposal, drains, sumps, underground storage tanks (USTs), aboveground storage tanks, drums, spills, stains, and hazardous materials. Look for stressed vegetation, fill, and other indicators of potential contamination.
- Interviews. Conduct interviews with available and appropriate owners, occupants/tenants, and local government officials to obtain information indicating RECs in connection with the property.
- Agency Records Review. Obtain and review available agency records that help identify RECs in connection with the subject property. Review standard federal, state, and tribal databases for the site and nearby properties within the ASTM-recommended search distances.
 - i. Federal agency lists to be reviewed include:
 1. National Priorities List (NPL).
 2. Comprehensive Environmental Response, Compensation, and Liability Information System (CERCLIS) sites.
 3. Resource Conservation and Recovery Act (RCRA) treatment, storage, and disposal (TSD) facilities.

4. RCRA Corrective Actions (CORRACTS) for TSD facilities.
 5. RCRA generators.
 6. Emergency Response Notification System sites.
- ii. Washington State Department of Ecology (Ecology) lists include:
1. Hazardous Sites list (HSL).
 2. Confirmed and Suspected Contaminated Sites (CSCSL) list.
 3. Landfill and/or solid waste disposal sites.
 4. UST and leaking underground storage tank (LUST) lists.

The NPL, RCRA TSD facilities with CORRACTS, and the HSLs will be reviewed for sites within a one-mile radius of the site. The CERCLIS, RCRA TSD facilities without CORRACTS CSCSL, state landfill/solid waste disposal sites, and the LUST lists will be reviewed for sites within a half-mile radius of the site. All other lists will be reviewed for the site and adjoining properties.

- **Historical Use Records.** Review available historical use information records with regard to previous land use or other activity that could have led to the presence of hazardous or dangerous materials, including petroleum products, in the environment at the property. Potential sources of information include aerial photographs; topographic maps; current and previous owners; abutters; historical societies; libraries; county assessor records; Polk city directories; Metskers, Sanborn, and Kroll maps; and files of federal, state, and local environmental agencies. The actual sources available for a given study will vary and may include other sources, as well as any or all of the above. Sources used will be referenced in the report along with the name of the person contacted, where appropriate.
- **Physical Setting Sources.** Review and obtain information about the physical setting of the property. The physical setting sources will include (when available) a current U.S. Geological Survey 7.5-minute topographic map, geologic/hydrologic maps and reports, and soil maps.
- **Report.** S&W will prepare a draft and final report that will include an opinion about the conditions observed at the property, a site history, a summary of the findings, an evaluation of on-site conditions, and our opinions and conclusions. The report and opinions will be based solely on the services described.

Assumptions:

- City will provide 50-year Chain of Title Report with an ownership cover sheet for the title insurance company to S&W.
- Phase I ESA scope of work does not include provisions to collect and test soil and/or water samples, or other media including but not limited to fluorescent light ballasts, urea formaldehyde insulation, and lead-based paint or asbestos, or to test radon gas levels.

- The City or the CONSULTANT will provide S&W with an official description of the project including a figure showing the property boundary of the subject property.
- The City will provide right-of-entry and access to the subject property and for any and all buildings on the subject property.
- Interviews may be conducted by telephone and will be arranged by the City.
- Phase I ESA will be conducted only for the subject property.
- Client will provide available relevant information concerning site conditions, including previous environmental, geotechnical, and wetland reports,
- A single report review cycle will be required.
- Documents will be revised one time based on CONSULTANT and City review.
- No meetings have been included.

Deliverables:

- Prepared Report including draft and final

TASK 8: PUBLIC STAKEHOLDER OUTREACH

Recognizing the importance of community context, values and needs, the CONSULTANT will use best outreach practices and a flexible approach to engaging CITY leadership, key stakeholders, community organizations, and residents and the broader traveling public early and throughout the development of the final design for SR 523/ N 145th Street project. The goals of the public involvement process will be to build public trust, solicit input on the key corridor issues and design alternatives, and generate community support for the final design the CITY selects.

8.a Public Involvement Plan

EnviroIssues will develop one public involvement plan that captures the team's approach to both internal and agency engagement as well as broader public engagement during the final design phase of the interchange project. The plan will:

- Be a living document that can be updated to include additional or new audiences or outreach strategies identified during the design phase in order to reach affected stakeholders
- Include specific strategies to engage historically underrepresented populations in the interchange design process. To inform these strategies, EnviroIssues will conduct an updated demographic analysis – using EPA's online tool, EJSCREEN – of the project area to identify populations who currently identify as limited-English speaking and/or low-income
- Describe strategies to integrate and meet required public involvement for the identified environmental review process into the overall outreach plan

Deliverables:

- Update demographic analysis of project area (1 draft and 1 final)

- Public involvement plan (2 drafts and 1 final)

8.b Agency Engagement

The Lochner team will provide support services and opportunities for meaningful and thoughtful engagement and input from partner agencies who will be involved in developing and/or approving the final Interchange Justification Report (IJR) for the SR 523 (N/NE 145th Street) and Interstate-5 interchange.

8.b.1 Internal Engagement

As a first step to agency engagement, the Lochner team will first support City staff to engage key internal stakeholders, including offering one-on-one briefings with City Councilmembers, and hosting inter-departmental coordination meetings, including with the City Manager's office. The purpose of this early coordination is to confirm internal expectations and goals for the interchange design process are understood and met, and key decision-maker's questions and concerns are addressed proactively and throughout the design process prior to the need for a decision to move the project forward.

8.b.2 Interagency Technical Team Interchange Subcommittee

Leveraging the Interagency Technical Team (ITT) structure from the previous Multimodal Corridor Study phase completed in 2016, the Lochner team will identify and facilitate meetings and coordination with an Interchange Subcommittee of the ITT. The Interchange Subcommittee will be formed to focus on policy issues specific to the interchange, including identification of the appropriate lead-agency for the environmental process and agreement on the public outreach process for the interchange. The subcommittee will also focus on design issues specific to the interchange, including placement of multi-modal facilities, interstate access points and traffic revisions, safety improvements, and future construction phasing and coordination. The Lochner team will also develop a subcommittee charter document to capture the purpose, key agreements of and focus of the Interchange Subcommittee following the group's initial meeting. EnviroIssues will support the Lochner team as it provides updates and information during meeting of the full ITT for the corridor design process..

Assumptions:

- City staff will lead implementation and documentation of one-on-one briefings with City Councilmembers and inter-departmental meetings
- The corridor design team will lead the re-convening and re-chartering of the full ITT and lead regular or standing meetings of the full ITT
- The Lochner lead interchange design team will convene, charter and lead Interchange Subcommittee meetings of the ITT to focus and gain buy-off on specific design issues related to the interchange design to complete the IJR process
- City staff and the Lochner team will lead preparation for and attend City Council and/or other City boards or commission with support from EnviroIssues

Deliverables:

- Update demographic analysis of project area (1 draft and 1 final)
- Preparation and coordination of up to seven (7) one-on-one briefings with City Councilmembers
- Preparation and coordination of up to five (5) inter-departmental meetings
- Preparation and coordination of up to eight (8) pre-meeting interviews with ITT Interchange Subcommittee members
- Preparation, coordination and facilitation of the initial ITT Interchange Subcommittee meeting
- ITT Interchange Subcommittee Charter (2 draft and 1 signed final)
- Support for up to four (4) full City Council briefings and/or City boards or commissions
- Support for up to four (4) ITT updates and presentations

8.c Public Outreach

EnviroIssues will provide support services and opportunities for meaningful and thoughtful engagement and input from the broader public on the SR 523 (N/NE 145th Street) and Interstate-5 interchange design. Key points of public input anticipated related to the interchange design will include placement of multi-modal facilities, including the terminus of the proposed bike and pedestrian bridge on the north side of the current I-5 bridge crossing, timing of construction and maintenance of traffic, potential City gateway design features, and proposed traffic operations and safety improvements.

8.c.1 Stakeholder Briefings

EnviroIssues will schedule and support the City as staff conduct stakeholder interviews and/or briefings with local leaders and or community groups, including updates to the Citizen's Advisory Task Force. The interviews and/or briefings provide an opportunity for key stakeholders to share their unique perspectives, and the perspectives of the community members they represent, on the interchange design. This information will allow the team to proactively address the community's desires, goals and concerns regarding the future SR 523 (N/NE 145th Street) and Interstate-5 interchange design.

EnviroIssues support will include scheduling, developing questions and materials for, and documenting input received during the interviews. An additional round of stakeholder outreach will also take place prior to the second public meeting, to review the preliminary preferred interchange design with key stakeholders.

8.c.2 Public Meetings

Public workshops and meetings provide an opportunity for the broader public to meet with project staff and offer meaningful input at key decisions points as a part of the project planning and design process.

Two public meetings are planned for the interchange design project. The initial meeting will be held to re-engage the public in the interchange design conversation and to present the conceptual design, with some refinements, based on the earlier corridor planning phase. The team will solicit input on the overall interchange design, traffic modifications, and the design and placement of multi-modal facilities, including the pedestrian and bike bridge landing. The second meeting will be held to present the 30% interchange design and solicit additional design feedback and input on traffic and construction impacts.

EnviroIssues will develop a meeting plan, agenda and materials (i.e. comment form, meeting guide, handouts, presentation and display boards) for each public meeting. Support will also include scheduling, coordination with corridor public meetings, leading meeting logistics, determining room layout, providing event equipment and supplies and documenting input received.

8.c.3 Materials and Notifications

EnviroIssues will develop content and graphic design for project materials and notifications, and provide updates as the project progresses and/or as key milestones are reached. Materials will include a project fact sheet, frequently asked questions (FAQ) document, and displays for public meetings. Notifications will include a project poster, postcard, online display ad, and content City staff can leverage and place on the City's website, social media, e-newsletter or ShorelineAlerts, newsletter (Currents), and/or provide to local organizations, neighborhood associations and key stakeholders to use in their own avenues for communicating with their constituents.

Once the final interchange design is determined, EnviroIssues will develop a project newsletter for the City to mail to businesses and residents that will benefit from the project but also may be affected by construction, to share the final design and pre-construction information.

Assumptions:

- Broad public outreach opportunities will be timed and formatted, when possible, to support required public engagement to fulfill the State Environmental Policy Act (SEPA) or National Environmental Policy Act (NEPA) review processes (i.e. scoping and/or comment periods) for the interchange
- Where possible, public outreach opportunities for the interchange will be coordinated with outreach opportunities for the full N/NE 145th Street corridor design process, Sound Transit's 145th Street station and/or other local projects that may draw like stakeholders
- City staff will identify and provide contact information (email, mail and phone) for the project point of contact at the City to include on outreach materials
- City staff and the Lochner team will provide formatted and public-friendly maps and data to incorporate into meeting materials and displays

- City staff will take the lead in notifying the public of public input opportunities for the interchange with support on strategy and content from EnviroIssues. This includes:
 - *Coordination and printing of direct mailings using “print-ready” materials from EnviroIssues (i.e. mailings, display ads, website content or graphics, social media, e-newsletter, Currents articles)*
 - *Providing content to other local avenues of communications*
 - *Maintenance of a stakeholder contact and email list of interested parties, utilizing the City’s ShorelineAlerts system where applicable.*
 - *Distribution of project posters and materials at identified local gathering places in the project area*
- City staff will print outreach materials when possible, unless they do not have equipment to produce the piece. In this case, the City will be billed directly for external printing or mailing services

8.d Public Outreach Summary

EnviroIssues will prepare an outreach summary at the conclusion of the interchange design process. The summary will include an overview of the outreach approach, how input was solicited and used to inform the interchange design, what was heard from internal and external stakeholders, agencies and the broader community and an evaluation of the outreach process. The summary can be used to fulfill the policy chapter requirements for the SR 523 (N/NE 145th Street) and Interstate-5 Interchange Justification Report.

Assumptions:

- Broad public outreach opportunities will be timed and formatted, when possible, to support required public engagement to fulfill the State Environmental Policy Act (SEPA) or National Environmental Policy Act (NEPA) review processes (i.e. scoping and/or comment periods) for the interchange
- Where possible, public outreach opportunities for the interchange will be coordinated with outreach opportunities for the full N/NE 145th Street corridor design process, Sound Transit’s 145th Street station and/or other local projects that may draw like stakeholders
- City staff will identify and provide contact information (email, mail and phone) for the project point of contact at the City to include on outreach materials
- City staff and the Lochner team will provide formatted and public-friendly maps and data to incorporate into meeting materials and displays
- City staff will take the lead in notifying the public of public input opportunities for the interchange with support on strategy and content from EnviroIssues. This includes:
 - *Coordination and printing of direct mailings using “print-ready” materials from EnviroIssues (i.e. mailings, display ads, website content or graphics, social media, e-newsletter, Currents articles)*
 - *Providing content to other local avenues of communications*

- *Maintenance of a stakeholder contact and email list of interested parties, utilizing the City's ShorelineAlerts system where applicable.*
- *Distribution of project posters and materials at identified local gathering places in the project area*
- City staff will print outreach materials when possible, unless they do not have equipment to produce the piece. In this case, the City will be billed directly for external printing or mailing services

Deliverables:

- Up to ten (10) key stakeholder interviews and/or briefings with local leaders and or community groups, including updates to the Citizen's Advisory Task Force
- Up to two (2) public meetings are anticipated. One meeting will be related to conceptual design, and a second meeting will be anticipated at the 30% design level. The deliverables for these two initial meetings include;
 - *Two (2) public meeting plans and agendas*
 - *Two (2) comment forms*
 - *Two (2) meeting summaries*
 - *Two (2) staff at each public meeting*
- Materials and notifications (1 draft and 1 final of each)
 - *Fact sheet (initial)*
 - *FAQ (initial)*
 - *Display boards (16 total)*
 - *Presentations (2 total)*
 - *Content for two (2) City Currents articles and/or other avenues for communication*
 - *Postcard (2 total)*
 - *Display ads (2 total)*
 - *Outreach summary (2 drafts and 1 final)*

TASK 9: RIGHT-OF-WAY PLAN

9.a ROW Plan

Right-of-way is not assumed to be needed for the project as currently planned. If required, exhibit maps will be prepared for up to 4 parcels to assist with the right-of-way acquisition process. This task will include providing acquisition areas (square feet) as required by the right-of-way agent. The acquisition process will be included in the future scope of services

Assumptions:

- Right of entry will be facilitated by the City
- Title reports with supporting documentation, if required, will be obtained by the CITY

Deliverables:

- Exhibit maps to support right-of-way acquisition.

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to Execute Contract No. 8682 with Shreve Construction in the amount of \$5,403,050 and Contract No. 8757 with VECA in the amount of \$407,719 for Construction of the Police Station at City Hall Project
DEPARTMENT:	City Manager's Office
PRESENTED BY:	Dan Eernisse, Economic Development/Real Estate Manager
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

The Shoreline Police facility on N 185th Street has long been recognized as sub-standard. Following an extensive feasibility study, Council directed that the police station be incorporated into the City Hall campus. Council subsequently authorized staff to proceed with the acquisition of the Grease Monkey property next to City Hall to accommodate this integration. At its June 1, 2015 meeting, Council authorized the City Manager to hire David A. Clark Architects, PLLC, to design the improvements to the first and third floors of City Hall and the addition to the east of the City Hall building for this project. Since that time, the Police Station at City Hall project design has progressed from a rough schematic to 100% design, the project has been advertised, and construction bids have been received.

Tonight's discussion will update the Council on the project and address factors that led to the total cost of the project bids to exceed the adopted project budget by 13.6%. This report identifies strategies that Council can take—as well as staff's recommended course of action—to reconcile the shortfall. Tonight, staff is looking to Council to award the construction contract and the technology package contract for the Police Station at City Hall Project. Staff is recommending that Council authorize the City Manager to execute a construction contract (Contract No. 8682) with Shreve Construction and a technology package contract (Contract No. 8757) to VECA.

RESOURCE/FINANCIAL IMPACT:

The Police Station at City Hall project cost is currently estimated at \$7,761,628 in the adopted 2017-2022 Capital Improvement Program (CIP). The updated project cost incorporating construction bids is \$8,819,428, representing a \$1,057,800 (13.6%) shortfall. The City Manager recommends that the remaining funding be covered by designating additional seizure funds and including mitigation reimbursement proceeds. Should revenue estimates from these sources prove to be low, additional general capital fund or general fund funding would be used as contingent sources of revenue. The project budget will be updated to reflect accurate figures as part of the CIP budget process this year.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute Contract No. 8682 with Shreve Construction in the amount of \$5,403,050 and Contract No. 8757 with VECA in the amount of \$407,719 for construction of the Police Station at City Hall Project.

Approved By: City Manager ***DT*** City Attorney ***MK***

BACKGROUND

The Shoreline Police facility on N 185th Street has long been recognized as sub-standard. While the police facility has been incrementally upgraded through small remodels and renovations, the building is considered unworthy of comprehensive improvements. To appreciate the condition of the facility, the City Council toured the facility in the past and acknowledged that the station was a cramped and outdated facility.

In early 2013, Council directed staff to conduct a feasibility study of options to upgrade the police facility. For its 2013-15 Council Goals, Council included an action step under Council Goal 5 to “Complete the police station feasibility study to determine if operational efficiencies can be gained between City and police operations, police neighborhood storefronts, and police volunteers.” Aided by the availability of seizure funds, staff conducted a feasibility study of alternatives for an improved police station, including:

- Option 1 - a new police facility on the current N 185th Street site,
- Option 2 - a new facility on a new site, and
- Option 3 - an integrated facility on the City Hall campus, which was recommended by staff.

On May 13, 2013, Council received a progress report at a Council Dinner Meeting and directed staff to give preference to Option 3, moving the police onto the City Hall campus. The articulated plan was for the Police Department to occupy the first floor of City Hall after its current uses, which primarily includes the City’s Planning and Community Development functions, are moved to a built-out third floor. The additional space and parking for police required the acquisition of the Grease Monkey property just to the east of City Hall.

Additional background on the Police Station at City Hall project is as follows:

- On August 5, 2013, Council received a progress report as part of the 2014 Capital Improvement Project (CIP) update explaining the sources of funds (seizure funds, proceeds from the sale of the current police facility, facility funds from the original City Hall bond reserved for the 3rd floor) as well as a general design and construction timeline of two to three years.
- On September 23, 2013, staff presented its findings more formally as an agenda item at a Council Business Meeting. Justification for the City Hall campus option was presented along with an estimated project cost of approximately \$5.5 million, with a \$2.1 million shortfall in funding.
- On November 18, 2013, Staff answered questions that emerged from the September 23rd meeting at Council’s Dinner Meeting, as well as explaining the process for acquiring the Grease Monkey property.
- On December 9, 2013, Council adopted Ordinance No. 680 authorizing the use of eminent domain for the acquisition of the Grease Monkey property for the Police Station at City Hall project. In addition, the staff report for this ordinance adoption answered questions regarding alternative locations and on-campus parking.

- On June 16, 2014, during the 2015 CIP update, the allocation for the Grease Monkey acquisition was increased from \$1.1 million to \$1.5 million to provide a larger contingency. It was also recommended that the Police Station at City Hall project's gap in funding be made up using short term financing that would be paid back with the sale of the current police station property and future treasury seizure funds. The total project estimate adopted in the 2015 CIP was \$5.58 million.
- On June 1, 2015, Council took action to authorize the City Manager to execute a contract for professional services running through 2017 with David A. Clark Architects, PLLC, for design and construction management services to complete the build-out of the third floor and addition of a Police Station at City Hall in an amount not to exceed \$405,405. At the same meeting, staff provided an update on the project's timeline and budget, specifically indicating that the project completion was projected for the fourth quarter of 2017 and that the budget would have a \$2.52 million shortfall in funding.
- During the 2016 Budget and CIP discussions during the fall of 2015 that resulted in the current project estimate, which is included on page 328 of the 2016-2021 CIP document (<http://shorelinewa.gov/home/showdocument?id=22237>), staff updated the overall cost of the Police Station at City Hall project and the projected funding gap. Due to design and internal changes, such as increasing the contingency to 20% and expensing internal staff time, the overall project budget was increased to \$7.232 million. After a commitment of \$1 million from the General Fund to the project, the spending gap was estimated between \$1.4 and \$1.6 million.
- Staff updated Council on the 60% design of the project at its May 16, 2016 meeting. As the design progressed and issues were addressed, the project's budget increased to \$7.761 million, and Council agreed to cover the \$1.4 million funding gap with a General Fund Balance contribution. The staff report for this most recent Council discussion can be found at the following link: <http://cosweb.ci.shoreline.wa.us/uploads/attachments/cck/council/staffreports/2016/staffreport051616-9b.pdf>.

DISCUSSION

Project Design Update

The project is now at 100% design. Much of the work accomplished since the May 16, 2016 update to Council was done without significant changes to building function or design, as it consisted primarily in making and responding to permit submittals, defining project specifications, and finalizing interior design functions. No major changes to the design have been made, but as the design progressed, quantities were confirmed and additional issues were addressed, including the following highlights:

- The lobby fireplace was physically removed. Staff and the public have already been enjoying the added space and light provided.
- The Planning & Community Development (PCD) team solidified its design to enhance customer service. Applicants will now be directed to a single station and staff members will come to them as needed. Each station will be equipped with a shared computer station with a screen arranged so that applicants can see and

follow along as permits are managed. The stations are modular, allowing for flexibility in the future.

- Space for the Ronald Wastewater District staff members who will be physically moving to City Hall are now considered in the layout designs.
- In order to respond to exiting requirements, the conference room design alteration was changed from a retractable wall between conference rooms 301 and 302 to a relocated fixed wall. The new configuration will grow the size of conference room 301 by approximately 50% while conference room 302 will be reduced in size to a conference room approximately the size of Council's conference room 104.
- During construction, the Highland Park Center building along the City Hall campus' east property line will continue to house Jersey's Great Food & Spirits, while the former medical office behind Jersey's will be used by the contractor as an office. At some time in the future, staff believes that this area may be ideal for additional police parking and an annex building for City Hall, but no funding is currently allocated for demolition of the Highland Park Center or construction of a new annex building in the Police Station at City Hall project budget.

Project Timeline Update

Assuming that Council authorizes the City Manager to sign the construction contracts this evening, the timeline for the project will be finalized by the contractor after pre-application meetings later this month. Staff anticipates that:

- Construction on the third floor will commence by the end of May 2017;
- Demolition of the Grease Monkey building and excavation of contaminated soils beneath it will commence once the weather becomes (relatively) warm and dry (summer 2017);
- Staff currently occupying the first floor will move to the third floor in the fall of 2017; and
- Police will occupy the first floor in early 2018.

Project Bids and Project Cost Update

The 2017-2022 CIP update placed the total project cost at \$7.761 million. The project was advertised using a construction bid process for the majority of the project, and a negotiated RFP process for the technology package, which includes an overhaul of the key card entry system at City Hall, upgraded security hardware at the entries, and low voltage wiring for networking. Four bids were received for the construction package, and two responsive proposals were received for the technology package. The Low bid for construction of the project was provided by Shreve Construction at \$5,403,050. The selected proposal for the Technology Package was provided to VECA at \$407,719. The combined cost of the project based on these two bids was \$1,057,800, or 13.6%, over the last adopted project budget.

Two factors contributed to the cost increase. First, the Pacific Northwest is in the midst of an unprecedented construction cycle. Economic forces have pushed construction costs higher and created labor shortages that, in turn, generate higher bids from contractors. Given the competitive environment, there was concern that the project would not attract quality contractors. However, the project team is very happy with the quality and experience of the two selected contractors.

Second, the cost was also driven higher as technological and operational challenges of the project were better understood and addressed, and as the project moved its way through permitting. As examples, the HVAC system for City Hall had to be upgraded to adjust for the 24/7 police use; the access control systems throughout City Hall will be upgraded to move from a local system to one that can accommodate regional providers; additional IT network upgrades were needed to accommodate the unique needs of King County; and the fire pump had to be connected to the new emergency generator. Each of these changes improved the function of City Hall but also added to the cost of the project.

Throughout the design process the project team chose between alternatives that affected project cost. While the overall project cost crept higher, staff believes that appropriate decisions were made along the way to produce a project that features similar specifications as the current City Hall, that adheres to the City's accepted sustainability standards, and that will serve the city for many years with lowered operational expenses. The project budget still includes an 8% contingency.

Alternatives and Risk

The construction bid documents included an alternative for the exterior metal siding on the Police Station addition. The base bid assumed siding that matches the existing exterior grey horizontal metal panels on the Council Chambers. Staff believes that this choice provides a cohesive appearance to the City Hall and better suits the established character of the civic campus. The alternative was to substitute the grey horizontal metal panels with a grey vertical corrugated metal siding that is similar to that used on Aurora Rents. The alternative bid for this siding would reduce the project budget by approximately \$105,000. Although staff's recommendation is to stay with the siding in the base bid, the Council could direct staff to use the lower priced siding and as a result reduce the construction contract and project budget by approximately \$105,000.

Staff currently considers the removal of contaminated soils from the former Grease Monkey site an area that could result in additional cost. Although every effort has been taken to estimate the cost for the remediation and to secure a settlement with the polluter to reimburse the City for the full amount of the remediation, until such time as the actual soil removal occurs and negotiations with the polluter conclude there is some risk of additional cost that could occur.

Fund Sources Update

The City Manager recommends that the \$1,057,800 funding shortfall be addressed as follows:

Project Expenditures:

Construction:

Staff and other Direct Expenses	\$982,269
Land Use Expense	1,453,190
Construction Contracts:	
Shreve Construction Contract (Base Bid)	5,403,050
VECA Contract (Technology Package)	407,719
Other Construction (Furniture, Lobby Sound Proofing, 1% for Art)	<u>118,200</u>

Total Construction	\$8,364,428
Contingency	<u>455,000</u>
Total Project Expenditures	\$8,819,428

Budgeted Project Revenue:

Sale of Current Police Station	\$1,800,000
State, Federal and Treasury Seizure Funds	3,237,397
General Fund Contribution	1,782,796
General Capital Fund	<u>941,435</u>

Total Budgeted Revenue **\$7,761,628**

Revenue Shortfall **\$1,057,800**

Recommended Additional Project Revenue

State, Federal & Treasury Seizure Fund Estimate	\$831,000
Remediation Mitigation Claim Estimate	730,000
GenFund Contribution Reduction due to Mitigation Funds	<u>(503,200)</u>

Total Additional Project Revenue **\$1,057,800**

Additional Project Revenue Background

The following provides information about the above noted additional project revenue:

- **Treasury, State and Federal Criminal Seizure Funds** - Approximately \$3.2M in seizure funds are committed to the project which represent the Shoreline police department's portion of seized funds from successful criminal and drug convictions in which its personnel participated. There are two potential seizures that are in process that staff believe will be received by the City that could be applied to the project up to the \$831,000 noted amount.
- **Remediation Mitigation Claim Estimate** - Remediating the contaminated soil on the Grease Monkey site is factored into the project cost, but the anticipated revenue from the polluter was never included in revenues. Given the on-going negotiations with the polluter, staff estimates that a \$730,000 reimbursement from the polluter can be used to offset project cost. This reimbursement allows the City to reduce the amount of general fund contributions by approximately \$500,000.

Should actual collections for these revenues be lower than estimates, project funding would need to come from other sources including General Capital Fund or General Fund contributions. Because both funding sources are subject to lengthy negotiations and legal processes, the City may, if necessary, utilize a short-term interfund loan to fund the project and repay the loan with the seizure and mitigation funds once received.

RESOURCE/FINANCIAL IMPACT

The Police Station at City Hall project cost is currently estimated at \$7,761,628 in the adopted 2017-2022 Capital Improvement Program (CIP). The updated project cost incorporating construction bids is \$8,819,428, representing a \$1,057,800 (13.6%) shortfall. The City Manager recommends that the remaining funding be covered by designating additional seizure funds and including mitigation reimbursement proceeds. Should revenue estimates from these sources prove to be low, additional general

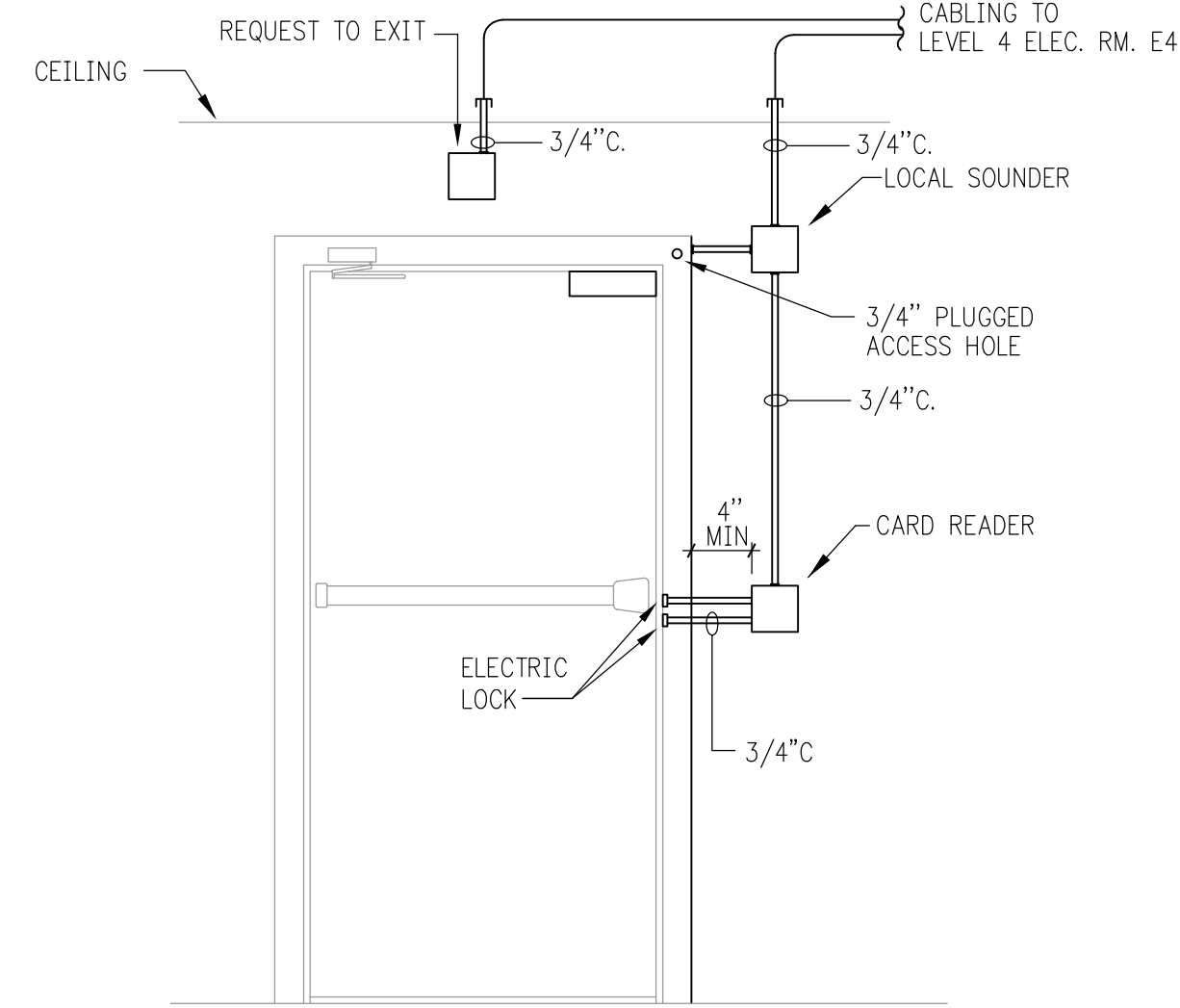
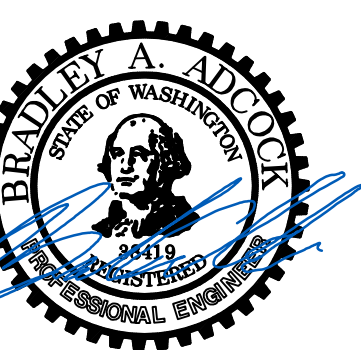
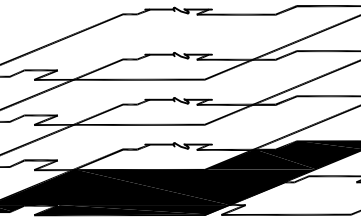
capital fund or general fund funding would be used as contingent sources of revenue. The project budget will be updated to reflect accurate figures as part of the CIP budget process this year.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute Contract No. 8682 with Shreve Construction in the amount of \$5,403,050 and Contract No. 8757 with VECA in the amount of \$407,719 for construction of the Police Station at City Hall Project.

ATTACHMENTS

- Attachment A: Police Station at City Hall Plans
- Attachment B: Rendering of City Hall Campus
- Attachment C: Shreve Construction Call for Bids and Bid Form
- Attachment D: VECA Call for Proposals and Proposal Form



ACCESS CONTROL DOOR DETAIL

SCALE: NONE
NOTES:

**LOW VOLTAGE SYSTEMS
SYMBOL LEGEND**

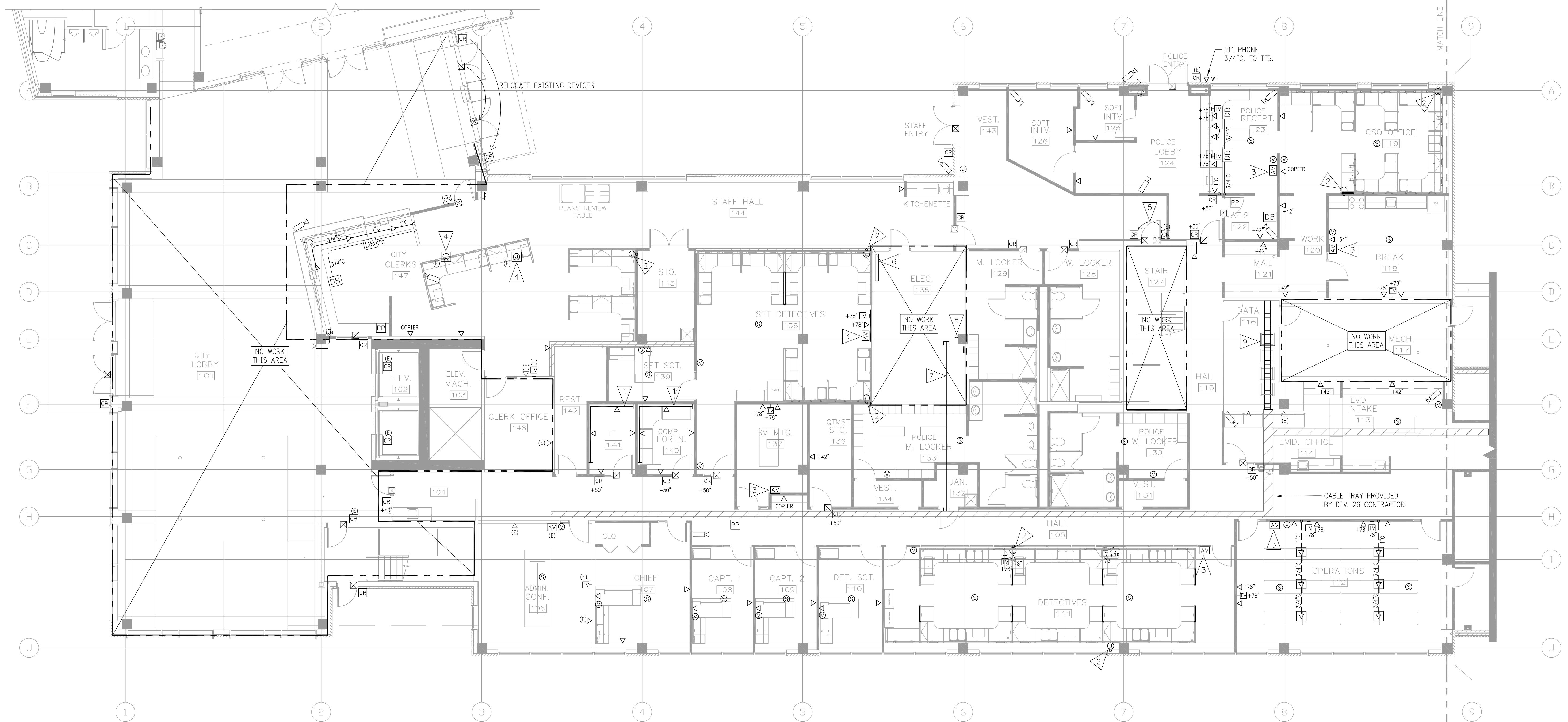
- ▽ VOICE/DATA OUTLET - MIN. (2) CAT6 JACKS AND (2) CAT6 CABLES BACK TO DATA/IT ROOM. SEE DETAIL THIS SHEET.
- ▽ FLOOR MOUNTED VOICE/DATA OUTLET - MIN. (2) CAT6 JACKS AND (2) CAT6 CABLES BACK TO DATA/IT ROOM.
- MODULAR FURNITURE CONNECTION - MIN. (2) CAT6 JACKS AND (2) CAT6 CABLES (PER WORKSTATION) BACK TO DATA/IT ROOM.
- CCTV CAMERA - CAMERA AND CAT6 CABLING BACK VSS SERVER IN DATA ROOM 116.
- TV MONITOR - BY OWNER. PROVIDE CAT6 AND RG6 COAXIAL CABLING BACK TO VSS SERVER IN DATA ROOM 116.
- AV MONITOR CONTROL SWITCH - 6-BUTTON CONTROL STATION AND CABLING TO ASSOCIATED MONITOR(S).
- CR CARD READER - REQUIRED CABLING TO DOOR CONTROLLER/ACCESS CONTROL SYSTEM IN ROOM E4.
- ⊗ ELECTRIC DOOR STRIKE - REQUIRED CABLING FOR DOOR STRIKE CONTROL IN ROOM E4.
- DB DURESS/PANIC BUTTON - BUTTON AND CABLING BACK TO INTRUSION SYSTEM HEAD-END IN DATA ROOM 116.
- ⊙ CEILING MOUNTED SPEAKERS - SPEAKER AND CABLING BACK TO SOUND SYSTEM.
- ⊙ SPEAKER VOLUME CONTROL - CONTROL STATION AND CABLING BACK TO ASSOCIATED CEILING SPEAKER(S).

**LOW VOLTAGE SYSTEMS
GENERAL NOTES**

1. PROVIDE ALL ASSOCIATED EQUIPMENT, COMPONENTS, WIRING, POWER SUPPLIES, JACKS, MOUNTING EQUIPMENT, ETC. FOR A COMPLETE WORKING SYSTEM FOR THE FOLLOWING:
 - DATA COMMUNICATIONS (LOCAL AREA NETWORK)
 - ACCESS CONTROL
 - INTRUSION
 - VIDEO SURVEILLANCE
 - SOUND
2. FIELD VERIFY EXISTING CONDITIONS PRIOR TO BID.
3. BACKBOXES, RACEWAYS, AND CABLE TRAY SHALL BE BY OTHERS (DIVISION 26/27 CONTRACTOR)
4. PROVIDE CABLING FROM DEVICE BACK TO DATA/IT ROOM ON ASSOCIATED FLOOR, UNLESS OTHERWISE NOTED.
5. THE ACCESS CONTROL SYSTEM HEAD END EQUIPMENT SHALL BE LOCATED IN 4TH FLOOR ELECTRICAL ROOM E4. ROUTE SYSTEM CABLING TO THIS LOCATION.
6. VIDEO SURVEILLANCE (CCTV) AND INTRUSION ALARM HEAD-END EQUIPMENT SHALL BE LOCATED IN FIRST LEVEL DATA ROOM 116.
7. LOW VOLTAGE CABLING IS INTENDED TO BE RUN IN CABLE TRAY WHERE APPLICABLE. MOUNT WITH J-HOOKS ABOVE CEILING IN OTHER AREAS. BUNDLE ASSOCIATED SYSTEM CABLES TOGETHER WITH CABLE TIES IN ALL AREAS.
8. VOICE/DATA - PROVIDE NEW CAT6 PATCH PANELS TO BE INSTALLED ON EXISTING DATA RACKS, ADEQUATE FOR CAT6 CABLING FROM VOICE/DATA OUTLET LOCATIONS, PLUS AN ADDITIONAL 25% SPARE CAPACITY.
9. PROVIDE CABLING BETWEEN FLOORS IF NEEDED TO CONNECT ASSOCIATED SYSTEMS.
10. SEE SPECIFICATIONS FOR FURTHER INFORMATION.

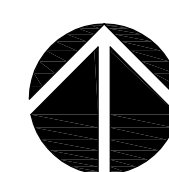
DETAIL NOTES

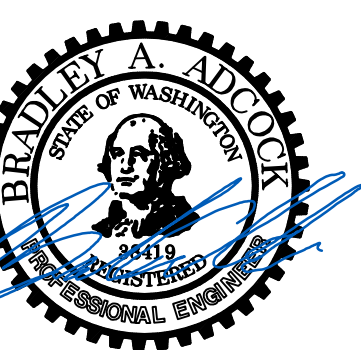
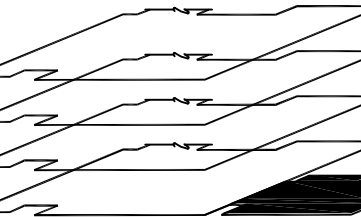
1. WIREMOLD SERIES 4000 WIREWAY MOUNTED ALONG WORKBENCH TOP, BY OTHERS. PROVIDE DATA OUTLETS AS SHOWN.
2. DATA CONNECTION TO SYSTEMS FURNITURE. 2"C.O. TO ABOVE ACCESSIBLE CEILING BY OTHERS.
3. 6-BUTTON CONTROL FOR ON/OFF CONTROL OF MONITORS.
4. EXISTING FLOOR BOX FOR DATA CONNECTION TO SYSTEMS FURNITURE.
5. RELOCATE EXISTING CARD READER, ELECTRONIC DOOR STRIKE AND ASSOCIATED HARDWARE FROM EAST SIDE OF DOOR TO WEST SIDE OF DOOR TO ACCOMMODATE REVISED DOOR SWING.
6. EXISTING BOSCH CONTROLS TO REMAIN OPERATIONAL DURING DURATION OF CONSTRUCTION UNTIL SUCH TIME AS NEW SYSTEM IS INSTALLED AND OPERATIONAL.
7. SPARE 2"C FROM HALL ACCESSIBLE CEILING SPACE TO LOCATION AT CEILING OF ELECTRICAL ROOM.
8. SPARE 2"C RISER FROM ELECTRICAL ROOM 135 TO DATA ROOM D4 ABOVE.
9. DATA ROOM 116 - (1) NEW 19"Wx84" FREE STANDING 2-POST RACK FOR:
 - INTRUSION ALARM SERVER HEAD-END.
 - VIDEO SURVEILLANCE SERVER HEAD-END.



FIRST LEVEL - LOW VOLTAGE PLAN

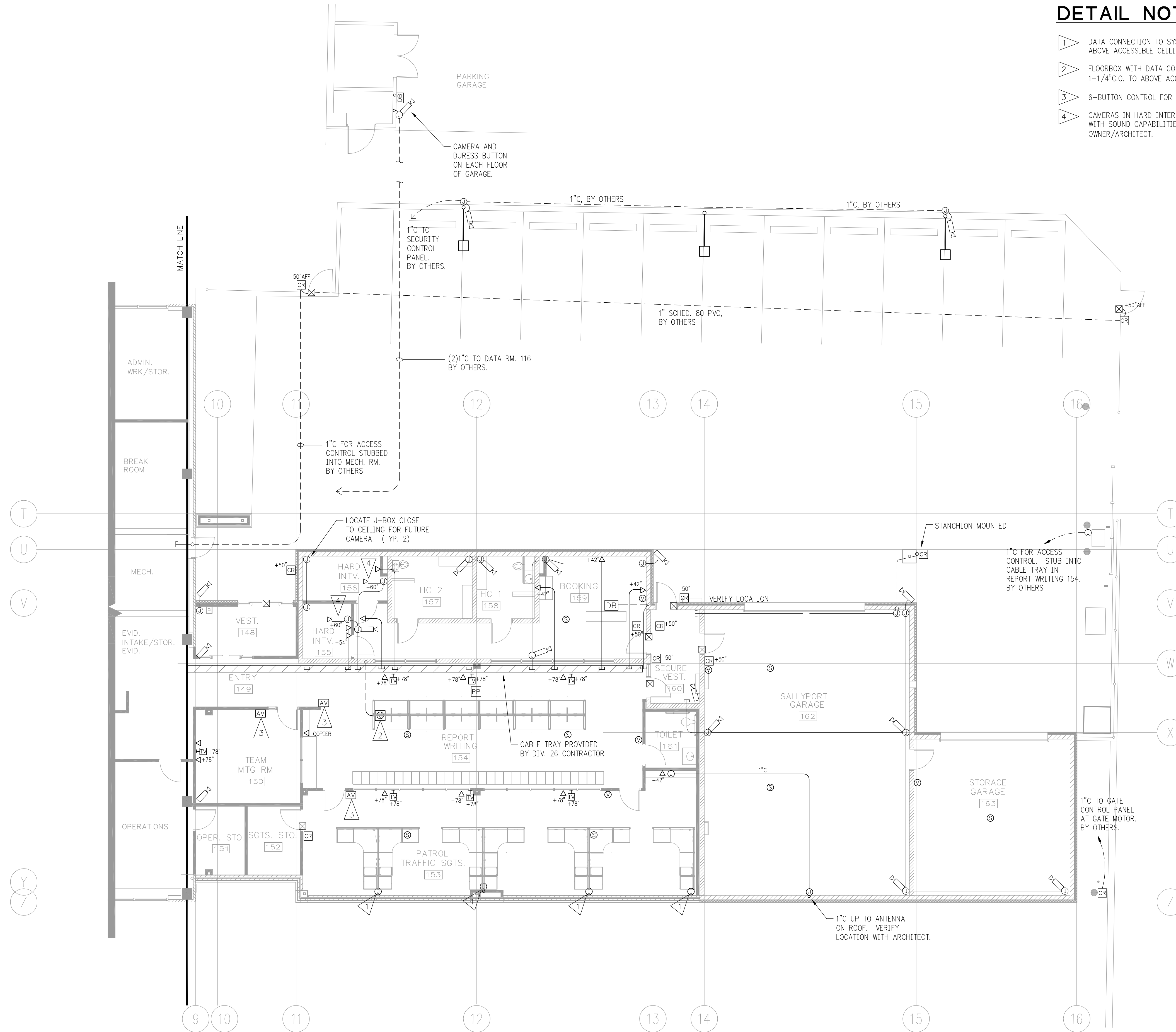
SCALE: 1/8" = 1'-0"





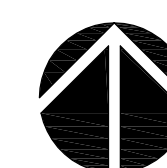
DETAIL NOTES

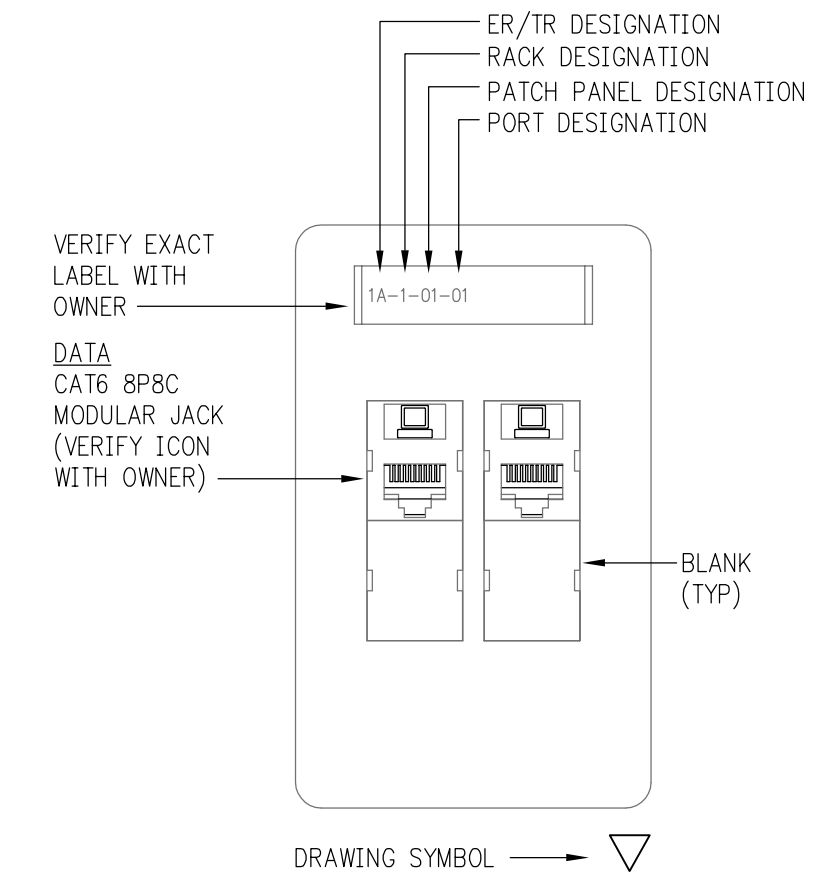
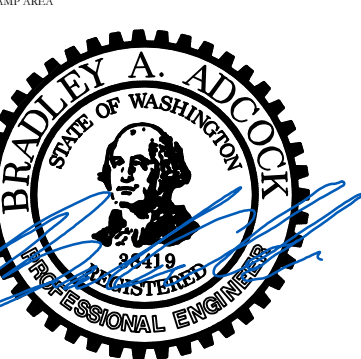
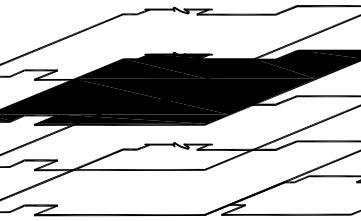
- 1 DATA CONNECTION TO SYSTEMS FURNITURE. 1-1/4"C.O. TO ABOVE ACCESSIBLE CEILING PROVIDED BY OTHERS.
- 2 FLOORBOX WITH DATA CONNECTION TO SYSTEMS FURNITURE. 1-1/4"C.O. TO ABOVE ACCESSIBLE CEILING PROVIDED BY OTHERS.
- 3 6-BUTTON CONTROL FOR ON/OFF CONTROL OF MONITORS.
- 4 CAMERAS IN HARD INTERVIEW ROOMS SHALL BE COVERT TYPE WITH SOUND CAPABILITIES. VERIFY TYPE WITH OWNER/ARCHITECT.



FIRST LEVEL ADDITION - LOW VOLTAGE PLAN

SCALE: 1/8" = 1'-0"



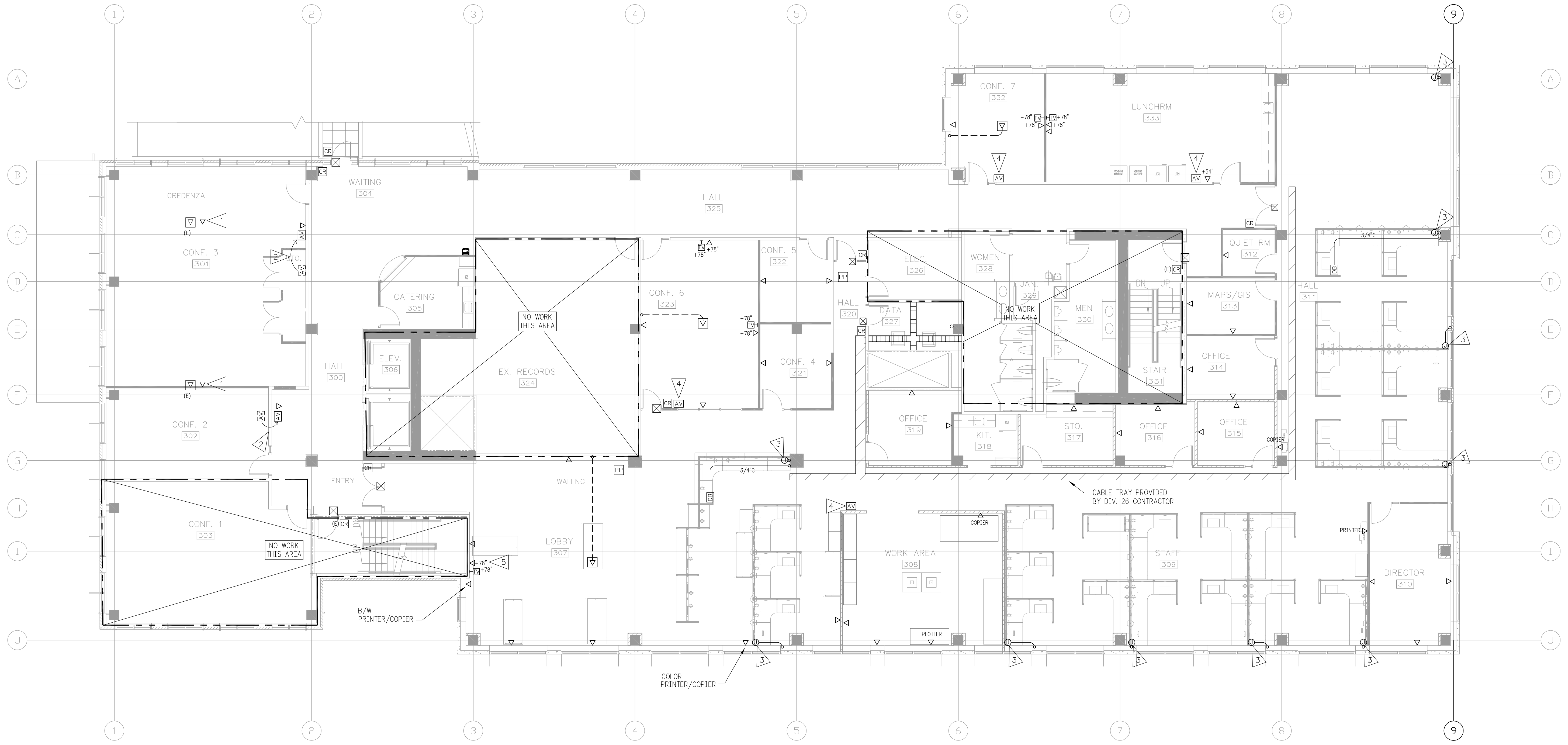


DETAIL NOTES

- 1 REMOVE AND REINSTALL EXISTING DATA FOR CEILING MOUNTED PROJECTOR.
- 2 EXISTING 6-BUTTON AUDIO VISUAL CONTROL. VERIFY EXISTING LOCATION AND RELOCATE AS REQUIRED BY NEW WALL CONFIGURATION. EXTEND EXISTING CONDUCTORS AND REWIRE TO MAINTAIN A COMPLETE AND OPERABLE SYSTEM.
- 3 DATA CONNECTION TO SYSTEMS FURNITURE. 2" C.O. TO ABOVE ACCESSIBLE CEILING PROVIDED BY OTHERS.
- 4 6-BUTTON CONTROL FOR ON/OFF CONTROL OF MONITORS.
- 5 MONITOR - FIELD VERIFY EXACT LOCATION WITH ARCHITECT.

DATA OUTLET DETAIL

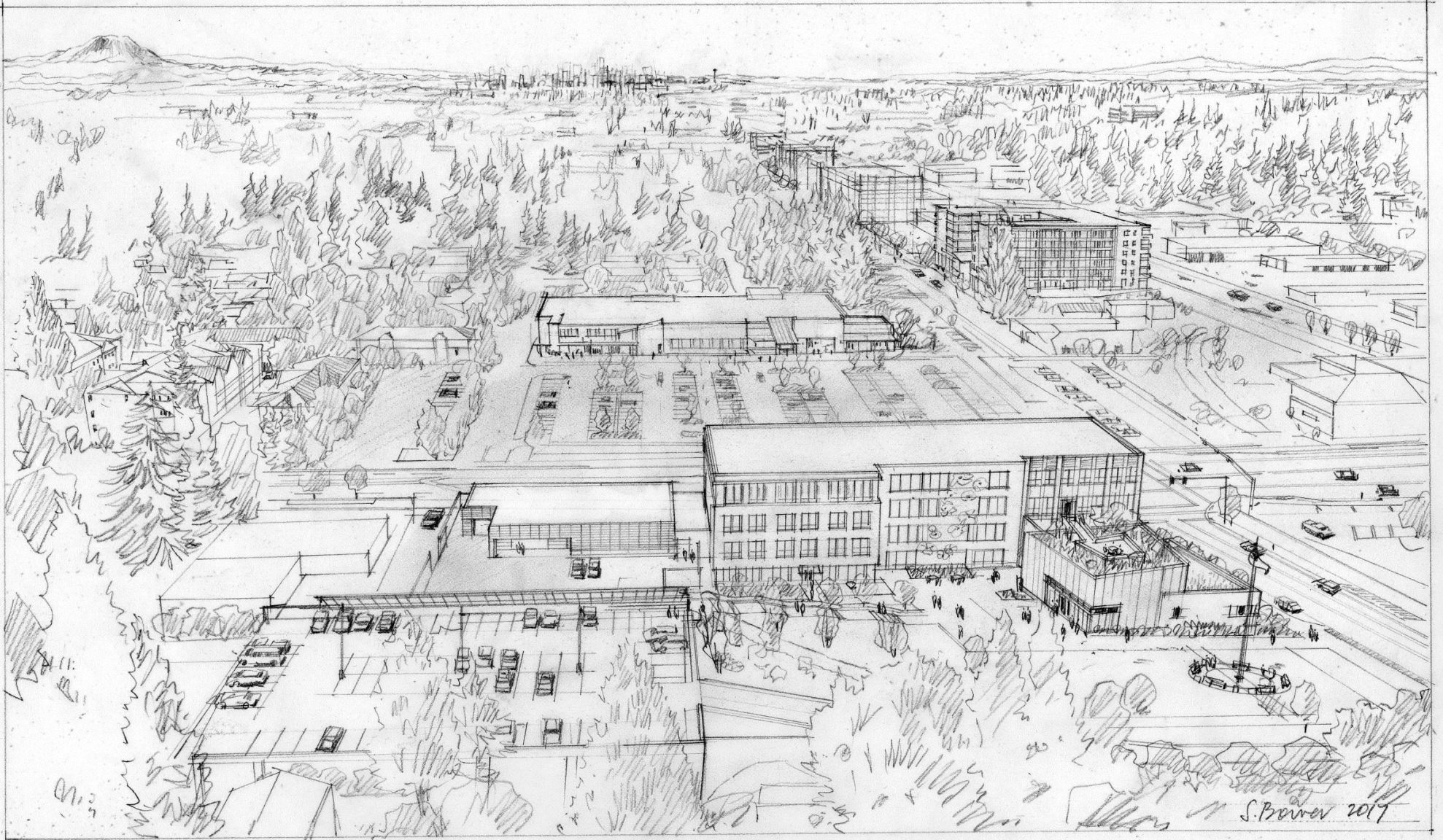
SCALE: NONE
NOTES:
1. PROVIDE ASSOCIATED CAT6 CABLING (ONE PER JACK) BACK TO PATCH PANEL(S) IN APPROPRIATE DATA OR IT ROOM.



THIRD LEVEL - LOW VOLTAGE PLAN

SCALE: 1/8" = 1'-0"





SECTION 001116

**CITY OF SHORELINE
CALL FOR BIDS
Police Station at City Hall
BID 8682**

BIDS DUE NO LATER THAN APRIL 6, 2017 AT 11:00 AM EXACTLY

Notice is hereby given that sealed bids will be received by Shoreline City Clerk's Office at the Shoreline City Hall, 17500 Midvale Avenue North, Shoreline, Washington, 98133-4905. Bids are **Due No Later Than 11:00 AM EXACTLY, Pacific local time**, according to the clock in the City Clerk's office, **April 6, 2017** at which time the bids will be opened and publicly read.

The City of Shoreline seeks a contractor to furnish all labor, materials and equipment necessary to complete the project referenced above. The work shall include, but is not limited to: furnishing all labor, equipment, and materials necessary to construct an approximate 5,800 sf CMU and cold rolled steel framed single story addition to the existing four story City Hall building, and major tenant improvements to the first and third floors (each approximately 16,000 sf). Site work includes structure demolition, soil pollution remediation, excavation, fill, grading, relocating utility lines, storm system, asphalt paving, fencing, lighting, landscaping and ROW work: all as described in detail on the plans and the project manual for a completed project. The work will be constructed in sequential phases to complete the third floor TI, and move the first floor staff to the third floor, then complete the first floor TI and addition. All work will be completed while the City Hall building is occupied and open for business. See drawings for a more detailed description of the phasing requirements.

This Project is to be a LEED Certified Gold project.

A pre-bid meeting will be held March 21, 2017, 10:00 AM exactly at the City of Shoreline City Hall lobby. Attendance is strongly advised.

All bidding must satisfy the Terms and Conditions set forth in the Contract Plans and Project Manual.

The estimated construction cost is **\$4.5M**.

The time for completion of the work is within Two Hundred Fifteen (**215**) working days of the date appearing on the "Notice to Proceed".

Plans, specifications, addenda, and the bidders (plan holder) list for this project may be viewed on-line from Builder's Exchange at <http://www.bxwa.com>. To access on-line, click on "Posted Projects", "Public Works", "City of Shoreline", and "Project Bidding". Bidders must register with Builder's Exchange to be notified of addendum and new documents on this project. It is the Bidder's responsibility to check for addenda and other new documents on-line.

Bids are to be submitted only on the forms provided in the project manual. Substitutions will not be accepted during the bid process.

Each bid must be accompanied by a certified check, cashier's check, or surety company bid bond, on a form acceptable to the City, from a State-licensed Surety Company as surety, in an amount not less than five percent (5%) of the bid amount, payable to the City of Shoreline. A one hundred percent (100%) Contract Bond must be submitted by the **Successful Low Bidder (herein after "Contractor")**.

SECTION 001116

Incomplete proposals and proposals received after the time fixed for the opening will not be accepted or considered. Faxed or emailed responses are not acceptable.

All bidders must certify that they are not on the Controller General's list of ineligible contractors or on the list of parties excluded from Federal procurement or non-procurement programs.

Bids may not be withdrawn after bid opening.

The City expressly reserves the right to reject any or all bids and the right to waive any informalities or irregularities and to further award the Project to the lowest, responsive, responsible bidder as it best serves the interest of the City.

The City of Shoreline, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation, issued pursuant to such Act, hereby notifies all bidders that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

END OF SECTION 001116

SECTION 00400
BID FORM

City of Shoreline
Police Station Addition at City Hall

Bid proposal of Shreve Construction, LLC
(hereinafter called the "Bidder"), organized and existing under the laws of the State of Washington and legally
formed as * a Limited Liability Company (*Insert "a corporation", "a partnership", or "an individual")

To the OWNER (City of Shoreline):

In compliance with your Invitation to Bid, the Bidder hereby proposes to furnish all labor and materials specified herein necessary for and incidental to the completion of the work in strict accordance with the Contract Documents, within the time set forth herein, in compliance with the following items and for the amounts stated below.

- A. WITHDRAWAL OF BID:** No bidder may withdraw his/her bid for a period of sixty (45) working days after the day of bid opening.
- B. TIME OF COMPLETION:** The work of this contract shall commence from the Notice to Proceed and the work specified in this bid form shall be substantially completed within **Two Hundred Fifteen (215) WORKING** (Not Calendar) days for all of the work.
- C. STATE SALES TAX:** The undersigned agrees that the scheduled bid amounts **do include 10%** Washington State Sales Taxes (WSST).
- D. OVERHEAD AND PROFIT:** The bid, including schedules and unit costs, shall include overhead, profit, and all other expenses involved.
- E. COMMENCEMENT OF WORK:** The bidder hereby agrees to commence work under this contract within five (5) working days after the Notice to Proceed and to fully complete the work within the time established in Paragraph B above.
- F. LIQUIDATED DAMAGES:** The Bidder further agrees to pay as liquidated damages, in working days, the sum as calculated in specification section 007213 Standard General Conditions.
- G. BID SECURITY:** Bid security, consisting of a postal money order, cashier's check or bid (surety) bond, in the amount of 5% of the bid attached hereto. Please note that a Performance and Payment bond will be required of the successful bidder.

H. BID SCHEDULES

1. **Schedule 1 Bid: Contaminated Soils Remediation:** As stated herein, and as indicated in the project manual and the drawings, for the excavation (including all dewatering, Baker tanks and erosion control and safety measures for work of this schedule), hauling and proper disposal related to the petroleum-contaminated soil (backfill is not included in this schedule), assuming the given quantity for the amount of:

- A. 500 Contaminated soil Tons at \$ 131⁰⁰ per Ton = 65,500 total cost including WSST
 B. 750 Non-Contaminated soil Tons at \$ 61⁰⁰ per Ton = 45,750 total cost including WSST
 C. Total schedule 1 bid amount of (add totals of A and B together and enter in the line below):

One Hundred ^{Eleven} Thousand Two Hundred Dollars \$ 111,250 -
 (Amount in words, including 10% WSST) Fifty 9 45,100 (Amount in numbers)

Including 10% Washington State Sales Tax (WSST). Bidder understands and agrees that the tonnage volume may change during construction, and their unit price listed above will apply for a deductive change order for contaminated &/or non-contaminated tons removed off site between 500 and 1,250 combined, and will apply for extras for contaminated &/or non-contaminated tons removed off site between 1,250 and 2,500 combined. Extent of excavation (amount of polluted & non-polluted tons excavated and hauled off) shall be field determined based on the onsite supervision and direction. Unit prices above shall assume a no greater than a depth of 15'. The tonnage amount listed above includes the anticipated cuts, with side slopes per the soils report.

2. **Schedule 2 Bid: Backfill:** As stated herein, and as indicated in the project manual and the drawings, for the imported material, backfill, compaction and grading (including dewatering, erosion control and safety measures for the work of this section), to fill the excavation created by the work of Schedule 1 above as indicated in the drawings and the project manual, assuming the given quantity for the amount of:

1250 Tons at \$ 38⁰⁰ per Ton = 47,500 Total cost (Amount in numbers), for a bid amount of:

Forty Seven Thousand Five Hundred Dollars \$ 47,500 -
 (Amount in words, including 10% WSST) 40,100 (Amount in numbers)

Including WSST. Bidder understands and agrees that the tonnage volume may change during construction, and their unit price listed above will apply for a deductive change order for imported material between 500 and 1,250 tons, and will apply for extras for tons imported between 1,250 and 2,500. Extent of backfill shall be based on the excavations created by schedule 1, which will be field determined based on the onsite supervision and direction. Unit prices above shall assume a hole no greater than a depth of 15'. The tonnage amount listed above includes the anticipated cuts, with side slopes per the soils report.

3. **Schedule 3 Bid: Unknown Underground Storage Tank (UST):** The potential exists that one UST exists on the site. If an assumed 2,000 gallon UST is encountered during excavation the following the lump sum scheduled price shall apply for its excavation, removal & disposal and backfill (should no UST be discovered, this amount shall be removed from the contract by change order during construction):

Thirteen Thousand Three Hundred Dollars \$ 13,300 -
 (Amount in words, including 10% WSST) 13,100 (Amount in numbers)

4. **Schedule 4 Bid: Trench Safety:** All trench safety for all excavation and utility work as shown on the drawings and as specified in this project manual for the lump sum scheduled price:

Twelve Thousand Dollars \$ 12,000 -
 (Amount in words, including 10% WSST) 12,100 (Amount in numbers)

5. **Schedule 5: Everything else (All Site work not included in schedules above, Building Construction and Tenant Improvements):** All other sitework, building construction and tenant improvements and all other improvements as shown on the drawings and as specified in this project manual, exclusive of schedules listed above for the lump sum scheduled price:

Five Million Two Hundred Nineteen Dollars \$ 5,219,000
 (Amount in words, including 10% WSST) thousand of 407,100 (Amount in numbers)

H2. TOTAL OF SCHEDULES 1, 2, 3, 4 & 5:

Add the five schedules and enter the amount here (including 10% WSST):

Five Million Four Hundred Three Thousand Dollars \$ 5,403,050
 (Amount in words, including 10% WSST) Fifty and 407,100 (Amount in numbers)

I. BID ALTERNATE #1 (DEDUCTIVE):

In lieu of providing zinc and aluminum metal panel wall siding shown on the building addition, provide metal siding as specified in section 074213BA and as shown on sheets A-200BA and A-201BA, complete with detailing as prescribed by the manufacturer for the deductive lump sum of (enter in the savings of providing the less expensive siding below) including 10% WSST:

One Hundred ^{Five} Thousand Dollars \$ 105,000
 (Amount in words, including 10% WSST) 407,100 (Amount in numbers)

J. ADDRESS: Notice of acceptance of this bid or request for additional information shall be addressed to the undersigned at the address stated below.

K. SELECTION CRITERIA: This bid is being made in accordance with the Owner's procedures and shall be evaluated as follows:

1. Responsiveness: The Owner will consider all material submitted by the contractor to determine whether the Contractor's proposal is in compliance with the invitation to bid. Failure to submit or fully complete all documents may result in disqualification.
2. Responsibility: The Owner will consider all material submitted by the contractor, and other evidence it may obtain otherwise, to determine whether the contractor is capable of and has a history of successfully completing contracts of this type. The following elements may be given consideration by the Owner in determining whether a contractor is a responsible contractor: a) The ability, capacity and skill of the contractor to perform the contract and/or provide the service required; b) The character, integrity, reputation, judgment, experience and efficiency of the bidder; c) Whether the contractor can perform the contract and do so within the time specified; d) the quality of performance by the contractor on previous and similar contracts; e) The previous and existing compliance by the bidder with laws relating to the contract or services; and f) such other information as may be secured having bearing on the decision to award the contracts. When requested by the Owner, contractors shall furnish acceptable evidence of the contractor's ability to perform, such as firm commitments by subcontractors, equipment, supplies and facilities, and the contractor's ability to obtain the necessary personnel. Refusal to provide such information upon request may cause the bid to be rejected.
3. Lowest Bid: The lowest bid

SECTION 001116

**CITY OF SHORELINE
CALL FOR PROPOSALS
Police Station at City Hall
Data/Security/AV**

Via Competitive Negotiation per RCW 39.04.270

PROPOSAL8757

PROPOSALS DUE NO LATER THAN APRIL 6, 2017 11:30 AM EXACTLY

Notice is hereby given that sealed proposals will be received by Shoreline City Clerk's Office at the Shoreline City Hall, 17500 Midvale Avenue North, Shoreline, Washington, 98133-4905. Proposals are **Due No Later Than 4 PM EXACTLY, Pacific local time**, according to the clock in the City Clerk's office, **April 6, 2017**.

The City of Shoreline seeks a contractor to furnish all labor, materials and equipment necessary to complete the project referenced above. The work shall include, but is not limited to: furnishing all labor, equipment, and materials necessary to construct the Data, Security and Audio/Visual (AV) portions for the approximate 5,800 sf single story addition to the existing four story City Hall building, and major tenant improvement to the first and third floors (each approximately 16,000 sf), along with minor tenant improvements to the second and fourth floors. The work will be constructed in sequential phases to complete the third floor TI, and move the first floor staff to the third floor, then complete the first floor TI and addition. All work will be completed while the City Hall building is occupied and open for business. This project is to be a LEED Certified Gold project.

A pre-proposal meeting will be held March 21, 2017, 1:00 PM exactly and will begin at the City of Shoreline City Hall lobby. Attendance is strongly advised.

This is a competitive negotiation process in accordance with RCW 39.04.270. The City of Shoreline will consider all the evaluation information obtained during the competitive negotiation process, and the City of Shoreline will consider the following significant evaluation factors in the following order of importance:

1. The Proposer's ability to comply with the project specifications.
2. Demonstrated proof that the Proposer, utilizing its own employees, is registered and certified in the design and installation of the manufacturer's product with sufficient training to adequately complete the project to the manufacturer's specification.
3. The Proposer's capacity to provide around the clock (24 X 7) technical support, at a level of support satisfactory to the owner (Police activities will be managed from this facility).
4. The Proposer's response to the Contractor's Qualification Statement, specifically including, without limitation, prior experience on same or similar projects and references obtained from other project owners.
5. Total proposal cost.

Although these are significant evaluation factors, the City of Shoreline reserves its right, without limitation, to consider any and all other factors that may significantly impact the project.

The City of Shoreline will implement the following procedure for technical evaluation of the proposals:

1. The City of Shoreline's technical evaluation team will review all submitted proposals based on the above-stated criteria.
2. The City of Shoreline's technical evaluation team will evaluate the proposals, and may elect to hold interviews of the two or three leading candidates regarding the proposer's ability to construct the project.
3. After receiving and reviewing the information that has been provided to the City of Shoreline during this proposal and technical evaluation process, the City will then select the proposal that is most advantageous to the City with price and other factors considered.

All Proposals must satisfy the Terms and Conditions set forth in the Contract Plans and Project Manual.

The estimated construction cost is **\$270,000**, including Washington State Sales Tax (WSST). The time for completion of the work is within Two Hundred Fifteen (**215**) working days of the date appearing on the "Notice to Proceed".

Plans, specifications, addenda, and the Proposers (plan holder) list for this project may be viewed on-line from Builder's Exchange at <http://www.bxwa.com>. To access on-line, click on "Posted Projects", "Public Works", "City of Shoreline", and "Project Bidding". Proposers must register with Builder's Exchange to be notified of addendum and new documents on this project. It is the Proposer's responsibility to check for addenda and other new documents on-line.

One original proposal is to be submitted only on the forms provided in the project manual, along with one electronic copy on a flash drive. Additional supporting backup or material may be submitted if desired.

Bid security is not required for this proposal. A one hundred percent (100%) Contract Bond shall be required of the **Successful Low Proposer (herein after "Contractor")**.

Incomplete proposals and proposals received after the time fixed for the opening will not be accepted or considered. Faxed or emailed responses are not acceptable.

All Proposers must certify that they are not on the Controller General's list of ineligible contractors or on the list of parties excluded from Federal procurement or non-procurement programs.

Proposals may not be withdrawn after Proposal due date.

The City expressly reserves the right to reject any or all Proposals for good cause and the right to waive any informalities or irregularities and to further award the Project to the lowest, responsive, responsible Proposer that it feels best meets the criteria.

The City of Shoreline, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation, issued pursuant to such Act, hereby notifies all Proposers that it will affirmatively insure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 26 will be afforded full opportunity to submit Proposals in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

END OF SECTION 001116

SECTION 004000
Data/Security/AV PROPOSAL FORM

Shoreline Police Station Addition at City Hall
Competitive Negotiation per RCW 39.04.270

Proposal of VECA Electric Co., INC
(hereinafter called the "Proposer"), organized and existing under the laws of the State of Washington and legally
formed as * a corporation
(*Insert "a corporation", "a partnership", or "an individual")

To the OWNER (City of Shoreline):

In compliance with your Call for Proposals, the Proposer hereby proposes to furnish all labor and materials specified herein necessary for and incidental to the completion of the work in strict accordance with the Contract Documents, within the time set forth herein, in compliance with the following items and for the amounts stated below.

- A. **WITHDRAWAL OF PROPOSAL:** No Proposer may withdraw his/her proposal after the date and time of the proposal opening.
- B. **TIME OF COMPLETION:** The work of this contract shall commence from the Notice to Proceed and the work specified in this proposal shall be substantially completed within **Two Hundred Fifteen (215) WORKING** (Not Calendar) days for all of the work.
- C. **STATE SALES TAX:** The undersigned agrees that the scheduled proposal amounts do include 10% Washington State and local sales taxes (WSST).
- D. **OVERHEAD AND PROFIT:** The proposal, including schedules and unit costs, shall include overhead, profit, and all other expenses involved.
- E. **COMMENCEMENT OF WORK:** The proposer hereby agrees to commence work under this contract within five (5) working days after the Notice to Proceed and to fully complete the work within the time established in Paragraph B above.
- F. **LIQUIDATED DAMAGES:** The Proposer further agrees to pay as liquidated damages, in working days, the sum as calculated in specification section 007213 Standard General Conditions.
- G. **PROPOSAL SECURITY:** None required. Please note that a Performance and Payment bond will be required of the successful proposer.

H. PROPOSAL SCHEDULES

- 1. Schedule 1: Data Communications:** As stated herein for all the data work, as indicated in division 0, 1 and 27 of this project manual and the drawings as required for a completed and fully functioning system for an amount of:

Eighty-eight thousand three hundred forty-three dollars and fifty cents Dollars \$ 88,343.50
(Amount in words, including 10% WSST) *(Amount in numbers)*

- 2. Schedule 2 Access Control System:** As stated herein for all the access control work, as indicated in division 0, 1 and section 281300 of this project manual and the drawings as required for a completed and fully functioning system for an amount of:

One hundred sixty-nine thousand six hundred fifty-nine dollars and sixty cents Dollars \$ 169,659.60
(Amount in words, including 10% WSST) *(Amount in numbers)*

- 3. Schedule 3 Intrusion Alarm System:** As stated herein for all the intrusion alarm work, as indicated in division 0, 1 and section 281600 of this project manual and the drawings as required for a completed and fully functioning system for an amount of:

Fifteen thousand eight hundred thirty-one dollars and twenty cents Dollars \$ 15,831.20
(Amount in words, including 10% WSST) *(Amount in numbers)*

- 4. Schedule 4 Video Surveillance:** As stated herein for all the Video Surveillance work, as indicated in division 0, 1 and section 282313 of this project manual and the drawings as required for a completed and fully functioning system for an amount of:

Ninety-eight thousand nine hundred sixty-eight dollars and ten cents Dollars \$ 98,968.10
(Amount in words, including 10% WSST) *(Amount in numbers)*

- 5. Schedule 5 Sound System:** As stated herein for all the sound system work, as indicated in division 0, 1 and section 286000 of this project manual and the drawings as required for a completed and fully functioning system for an amount of:

Twenty-eight thousand four hundred four dollars and twenty cents Dollars \$ 28,404.20
(Amount in words, including 10% WSST) *(Amount in numbers)*

- 6. Schedule 6: Miscellaneous (Any costs not included in schedules above):** All other miscellaneous costs and all other improvements as shown on the drawings and as specified in this project manual for a completed, tested and fully functioning systems, exclusive of schedules listed above for the lump sum scheduled price:

Nine thousand five hundred twelve dollars and eighty cents Dollars \$ 9,512.80
(Amount in words, including 10% WSST) *(Amount in numbers)*

H2. TOTAL OF PROPOSAL SCHEDULES 1, 2, 3, 4, 5 & 6:

Add the five schedules and enter the amount here (including 10% WSST):

Four hundred seven thousand seven hundred nineteen dollars and forty cents Dollars \$ 407,719.40
(Amount in words, including 10% WSST) *(Amount in numbers)*

I. ADDRESS: Notice of acceptance of this proposal or request for additional information shall be addressed to the undersigned at the address stated below.

J. SELECTION CRITERIA: This proposal is being made in accordance with the Owner's procedures and shall be evaluated as follows:

1. The Proposer's ability to comply with the project specifications.
2. Demonstrated proof that the Proposer, utilizing its own employees, is registered and certified in the design and installation of the manufacturer's product with sufficient training to adequately complete the project to the manufacturer's specification.
3. The Proposer's capacity to provide around the clock (24 X 7) technical support, at a level of support satisfactory to the owner (Police activities will be managed from this facility).
4. The Proposer's response to the Contractor's Qualification Statement, specifically including, without limitation, prior experience on same or similar projects and references obtained from other project owners.
5. Total proposal cost.

The City of Shoreline will implement the following procedure for technical evaluation of the proposals:

1. The City of Shoreline's technical evaluation team will review all submitted proposals based on the above-stated criteria.
2. The City of Shoreline's technical evaluation team will evaluate the proposals, and may elect to hold interviews of the two or three leading candidates regarding the proposer's ability to construct the project.
3. After receiving and reviewing the information that has been provided to the City of Shoreline during this proposal and technical evaluation process, the City will then select the proposal that is most advantageous to the City with price and other factors considered.

All Proposals must satisfy the Terms and Conditions set forth in the Contract Plans and Project Manual.

L. SIGNATURE: By signing this Proposal Form, the undersigned proposer agrees to submit all insurance documents, performance bonds, and signed contracts within ten (10) working days after City awards the Contract and be bound by all terms, requirements and representations listed in the proposal documents whether set forth by the City or by the proposer.

The proposer acknowledges the receipt of Addenda to the contract documents as follows:

<u>Addendum No.(add lines if req'd)</u>	<u>Date of receipt and acknowledgment</u>
1. Addendum 1 Question responses	<u>3/28/2017 - Acknowledged</u>
2. Addendum 2 Addressing/ confirming approved material substitutions	<u>3/31/2017 - Acknowledged</u>
3.	_____
4.	_____
5.	_____
6.	_____

Failure to acknowledge all addendum may void the proposal.

April 6, 2017

Proposal Date

5614 7th Ave S.

Address 1

Seattle, WA 98108

Address 2

206.436.5200

Telephone Number

206.763.0505

Fax Number

VECA Electric Co., INC

Company Name



Submitted By (Signature)

Doug Burchill

Submitted By (Printed Name)

Sr. Project Manager

Title

doug.burchill@veca.com

E-mail address

END OF PROPOSAL FORM

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussion of Ordinance No. 775 – Repealing Shoreline Municipal Code Chapter 2.25 - Library Board		
DEPARTMENT:	Parks, Recreation, and Cultural Services		
PRESENTED BY:	Mary Reidy, Parks Superintendent		
ACTION	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Motion
	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

PROBLEM/ISSUE STATEMENT:

The Shoreline Library Board was established in 1996 by Ordinance No. 65, which was codified as Shoreline Municipal Code (SMC) Chapter 2.25. An analysis of Library Board activity over the past three to five years and consultations with the King County Library System (KCLS) has raised questions as to the ongoing value of the Board. After discussion with the Board, it was determined that the Library Board is no longer necessary. Any responsibilities of the Library Board could be assumed by the Parks, Recreation and Cultural Services (PRCS) Board as part of its cultural activities duties.

Proposed Ordinance No. 775 (Attachment A) would repeal SMC Chapter 2.25 from the Municipal Code, eliminating the Shoreline Library Board. Tonight, Council will discuss proposed Ordinance No. 775. This ordinance is scheduled to be brought back to Council for potential adoption on May 15, 2017.

FINANCIAL IMPACT:

PRCS staff supports the Library Board, which involves approximately 78 hours per year of staff time during non-appointment years. Board recruitment and appointments require additional staff and City Council time. The annual budget includes nominal funding for Board training and outgoing Board member recognition items. These funds would be shifted to offer additional training to the PRCS Board who will assume responsibility.

RECOMMENDATION

No action is required; tonight's discussion is for Council to ask questions of staff and provide direction on proposed Ordinance No. 775. Staff does recommend that the City Council adopt proposed Ordinance No. 775 when it is brought back to Council for adoption on May 15, 2017.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

The Shoreline Library Board was established in 1996 by Ordinance No. 65, which was codified in Shoreline Municipal Code (SMC) Chapter 2.25. The Board consists of nine City Council-appointed members, two of whom are required to be between the ages of 15 and 19. The Board meets six times per year and is supported by PRCS staff.

The Library Board is an advisory board to the City Council, City Manager, and the KCLS Board on all matters pertaining to the library system, buildings and other property of the KCLS. The purposed of the Library Board, as stated in the City's Municipal Code (SMC 2.25.010), is to "provide input and make recommendations to the King County library board concerning issues relating to the Shoreline, Richmond Beach, and any additional libraries. Furthermore, it shall act as a liaison between the King County rural library district and the citizens of Shoreline in promoting library programs and policies. It will also interface with the Friends of the Library groups and each library."

SMC 2.25.060 provides the Board's responsibilities, including such things as developing and enforcing rules and regulations concerning use of library facilities, conduct and behavior of library patrons, and the quality of library services.

DISCUSSION

An analysis of Library Board activity over the past three to five years and consultations with the KCLS led PRCS staff to question the value of the Library Board. After discussion with the Board, staff determined that the need for a Board is no longer necessary. It was determined that valuable volunteer time and City resources could be utilized in different ways.

The following information about the Library Board was compiled to underscore their waning value to the City and the KCLS:

Board Meeting Activity

Staff reviewed the agendas for the 20 meetings the Board has held since November, 2013. Meetings included reports from KCLS regarding the library system, as well as reports from Board members as to their activities. Over the past few years, substantive topics included discussions related to a need to increase library services due to predicted population growth and a proposal to establish a geocaching program.

Board Liaison Activity

Both Shoreline Library branches (Shoreline Library and Richmond Beach Library) have an active volunteer Friends of the Library (Friends) group which advocates and volunteers for their respective branch. The Library Board has not hosted a representative from either Friends group for over three (3) years.

In recent years, the liaison mechanism for KCLS engagement with the City has expanded to include the KCLS Cluster Manager, who serves as the general manager for the library branches in Shoreline, in a quarterly Partners Meeting hosted by PRCS staff.

Board Advisory Activity

The Library Board is to serve in an advisory capacity to KCLS, the City Council, the City Manager, and PRCS Staff. Since 2012, the Shoreline Library Board has advised KCLS one time. This was in 2015 through the letter to the KCLS Board of Trustees regarding potential growth in Shoreline due to the Light Rail stations.

The last recommendation the Library Board made to the City Council was in 2013 when it recommended changes to youth board member terms. The Library Board last annual report submitted to the City Council was in 2011.

The Library Board has not made any recommendations directly to the City Manager or PRCS staff.

KCLS Consultation

PRCS Director Eric Friedli recently met with KCLS Executive Director Gary Wasdin and KCLS Board Trustee and Shoreline resident Robin McClelland to discuss the relationship between the City and KCLS. KCLS has no plans to expand services in Shoreline. In addition, KCLS does not traditionally utilize Library Boards for input into capital campaign strategies as they have other public mechanisms to inform that process. Multiple avenues for gathering public input exist on the local level, many of which duplicate the current role of the Library Board.

PRCS Board Assumption of Library Duties

Like the Library Board, the PRCS Board is a City Council-appointed board that serves in an advisory capacity in regards to park, recreation, and cultural activities. PRCS Staff considers library services as a type of cultural activity and, therefore, the PRCS Board can assume the Library Board's responsibilities in this regard. No amendment would be needed to the PRCS Board's Code Chapter (SMC 2.55) to effectuate this assumption of duties.

STAKEHOLDER OUTREACH

Prior to forming this staff recommendation, PRCS staff reached out to the current Library Board members to get their input into the potential elimination of the Library Board and redirection of the Board's duties to the PRCS Board. At their March 2, 2017 meeting, the Library Board voted unanimously to support a motion stating "We don't oppose the City's proposal to dissolve the Library Board. We further recommend that the Parks Board add the library to its agenda once per year including a KCLS presentation and an opportunity for public comment."

RESOURCE/FINANCIAL IMPACT

PRCS staff supports the Library Board, which involves approximately 78 hours per year of staff time during non-appointment years. Board recruitment and appointments require additional staff and City Council time. The annual budget includes nominal funding for Board training and outgoing Board member recognition items. These funds would be shifted to offer additional training to the PRCS Board who will assume responsibility.

RECOMMENDATION

No action is required; tonight's discussion is for Council to ask questions of staff and provide direction on proposed Ordinance No. 775. Staff does recommend that the City Council adopt proposed Ordinance No. 775 when it is brought back to Council for adoption on May 15, 2017.

ATTACHMENTS

Attachment A – Proposed Ordinance No. 775

ORDINANCE NO. 775

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON,
REPEALING CHAPTER 2.25 LIBRARY BOARD OF SHORELINE
MUNICIPAL CODE**

WHEREAS, on January 22, 1996, the City Council adopted Ordinance No. 65, creating the Shoreline Library Board and codifying its purpose and responsibilities at Shoreline Municipal Code (SMC), Chapter 2.25; and

WHEREAS, based on activity over recent years, it appears that there is no longer a need for a separate and distinct Library Board and that its responsibilities could be assumed by the Parks, Recreation, and Cultural Services Board (SMC 2.55) as part of its cultural activities duties; and

WHEREAS, given the lack of necessity for the Shoreline Library Board and the ability of the Parks, Recreation, and Cultural Services Board to assume its responsibilities, SMC 2.25 should be repealed; now therefore

**THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON DO
ORDAIN AS FOLLOWS:**

Section 1. Repeal. SMC Chapter 2.25 Library Board. The City hereby repeals SMC 2.25 Library Board in its entirety.

Section 2. Corrections by City Clerk or Code Reviser. Upon approval of the City Attorney, the City Clerk and/or the Code Reviser are authorized to make necessary corrections to this ordinance, including the corrections of scrivener or clerical errors; references to other local, state, or federal laws, codes, rules, or regulations; or ordinance numbering and section/subsection numbering and references.

Section 3. Severability. Should any section, paragraph, sentence, clause or phrase of this ordinance, or its application to any person or circumstance, be declared unconstitutional or otherwise invalid for any reason, or should any portion of this ordinance be preempted by state or federal law or regulation, such decision or preemption shall not affect the validity of the remaining portions of this ordinance or its application to other persons or circumstances.

Section 4. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. The ordinance shall take effect and be in full force five days after passage and publication.

PASSED BY THE CITY COUNCIL ON MAY 15, 2017

Mayor Christopher Roberts

ATTEST:

APPROVED AS TO FORM:

Jessica Simulcik Smith
City Clerk

Margaret King
City Attorney

Publication Date: , 2017
Effective Date: , 2017

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Discussion of the 2016 Police Services Report		
DEPARTMENT:	Shoreline Police Department		
PRESENTED BY:	Police Chief Shawn Ledford		
ACTION:	<input type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Motion
	<input checked="" type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

PROBLEM/ISSUE STATEMENT:

The 2016 Police Services Report is an annual police report presented by Chief Shawn Ledford to the City Council. The report contains information on crime statistics, police data and cost comparisons of other police agencies in the region. The report helps keep residents, staff and elected officials informed on police services and crime activity in Shoreline. The Shoreline Police Department continually looks for effective ways to work with the community to fight crime, prevent crime, provide service and keep the community safe.

RESOURCE/FINANCIAL IMPACT:

There is no financial impact; this report is for information only.

RECOMMENDATION

The 2016 Police Services Report is a general report on crime data, statistics and cost comparison of Shoreline PD with other agencies; no action is required. Staff recommends that Council discuss the 2016 Police Services Report and ask questions of staff and provide direction to staff regarding policing priorities.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

The 2016 Police Services Report (PSR) is an annual police report presented by Chief Shawn Ledford to the City Council. The report contains information on crime statistics, police data and cost comparisons of other police agencies in the region. The report helps keep residents, staff and elected officials informed on police services and crime activity in Shoreline.

The City of Shoreline Police Department consists of 52 full time FTE's and a precinct volunteer. The command staff consists of a Police Chief, Operations Captain and Investigations Captain. Other Police staff includes eight (8) Sergeants, 23 Patrol Officers, five (5) Traffic Officers, four (4) Property Crimes Detectives and four (4) Plain Clothes Detectives. In addition Shoreline has a School Resource Officer (SRO), Crime Prevention Officer (COPS), Community Services Officer (CSO) and two (2) administrative support personnel.

DISCUSSION

As can be seen in the 2016 PSR (Attachment A), Shoreline continues to be a safe City. The City's partnership with the King County Sheriff's Office for police services also continues to provide value to Shoreline citizens. At a policing cost of \$225.00 per capita, this cost is far less than for cities that don't contract for police services (average cost per capita of \$337.00 in 2016). Shoreline Police also continues to partner with the neighboring jurisdictions to address crime trends.

The following information provides some highlights of police activity that occurred in 2016:

- *Police Contacts* - Shoreline officers responded to 15,896 dispatched calls for service (DCFS) in 2016 and on-viewed 12,927 details, for a total of 28,823 police related contacts. The number of DCFS increased by 1,025 - 911 calls last year, a 7% increase in calls for service.
- *Violent Crime* - Part-1 crimes (violent crimes) are at 27 per thousand two years in a row. That number continues to be at the lowest level in over a decade and 13% below the five year average.
- *Homicides* - The City of Shoreline had two (2) murders in 2016. Both incidents were drug related and the victim and suspect knew each other in both cases. Both cases were closed by arrest.
- *Burglaries, Car Prowls and Auto Thefts* - In 2016, burglaries decreased for the second consecutive year, down 13% from the previous year and 19% below the five year average. Car prowls increased 19% from the previous year and are 2% above the five year average. Auto thefts increased 12% from the year prior and are 4% above the five year average.

- *Traffic Citations* - The number of traffic citations in 2016 decreased 33% from 5,108 to 3,439 citations issued. Shoreline Police have focused on school zones enforcement, neighborhoods, traffic complaints and distracted driver emphasis.
- *Response Time* - The average response time to emergency calls was 4.68 minutes in 2016, an increase from 3.51 minutes in 2015.
- *Park and Trail Safety* - Shoreline officers continued to be visible in the City's parks and along trails and continue to initiate problem solving projects (PSP) on an as needed basis.
- *School Safety* - Shoreline officers regularly scheduled meetings with the Shoreline School District to discuss current issues and concerns and to discuss policy and protocol to prepare for a major event. The officers trained throughout the year on response to scenes of violence and familiarized themselves with the various schools throughout the City.
- *Nurturing Trust and Community Outreach* - In 2016, Shoreline Police held two Nurturing Trust workshops, reaching diverse members of the community to build a relationship and trust with police and City staff. Police staff and the City Manager also met with the black students union at Shorecrest and Shorewood High Schools. The meetings were positive and an opportunity for students to discuss their fears and concerns with police.
- *Crime Prevention Meetings* - Last year the police department participated in 47 community meetings that focused on crime prevention and building a relationship between residents and police.
- *DWLS-3 Warrant Release* - Also in 2016, the police department initiated a warrant release program for suspects with warrants for driving while license suspended in the third degree (DWLS-3) charges and discontinued automatically impounding vehicles for driver's stopped for DWLS-3.
- *RADAR* - The City continues to make steady progress in an effort to provide information to officers (RADAR) on individuals suffering from mental illness, who may have violent tendencies when contacted by police.

COUNCIL GOAL ADDRESSED

The Shoreline Police Department continues to focus on City Council Goal #5, *Promote and enhance the City's safe community and neighborhood programs and initiatives*, and works closely with other City departments to address other Council Goals in a collaborative manner.

RESOURCE/FINANCIAL IMPACT

There is no financial impact; this report is for informational purposes only.

SUMMARY

The Shoreline Police Department will continue to focus on property crimes as a priority. It doesn't matter what the crime stats are; when a person is a victim of a burglary or car prowling, it's a traumatic experience and can affect their feeling of safety long term. The police department needs to continually fine tune investigative efforts and work with the community on prevention and reporting suspicious activity immediately.

RECOMMENDATION

The 2016 Police Services Report is a general report on crime data, statistics and cost comparison of Shoreline PD with other agencies; no action is required. Staff recommends that Council discuss the 2016 Police Services Report and ask questions of staff and provide direction to staff regarding policing priorities.

ATTACHMENTS

Attachment A – City of Shoreline 2016 Police Services Report

CITY OF SHORELINE
ANNUAL POLICE SERVICE REPORT
2016



Provided for the Residents by:

CHIEF SHAWN LEDFORD, CITY OF SHORELINE POLICE DEPARTMENT
1206 N. 185th St.
Shoreline, WA 98133
(206) 801-2710
pd@ci.shoreline.wa.us

City of Shoreline Administration

MAYOR	Chris Roberts
DEPUTY MAYOR	Shari Winstead
COUNCIL MEMBERS	Keith McGlashan Will Hall Doris McConnell Jesse Salomon Keith Scully
CITY MANAGER	Debbie Tarry
CHIEF OF POLICE	Shawn Ledford



From Your Police Chief

Dear Shoreline Residents,

It's my pleasure to present the 2016 Shoreline Police Department's service delivery report. The report tracks crime data, service efforts and accomplishments, crime trends, and budget information. There are 52 full-time employees assigned to the Shoreline Police Department. Partnering with the community to continually build trust and confidence in the department is of paramount importance to each of us.



Shoreline continues to be a safe community. Over the past two years, Part-1 crime (violent crime) has remained at its lowest level in over a decade. Our department continues to focus on crime prevention and property crime investigations. In 2016, Community Outreach and Problem Solving Officer Paula Bates held 47 community meetings focused on crime prevention. Last year, burglaries (-19%) and thefts (-12%) were both below the five-year average, while car prowls saw a slight increase (+2%). As a reminder, it is imperative to lock your doors and windows, remove valuables from your vehicle, and if you see something suspicious in your neighborhood to call 911 immediately.

Last fall, officers with the Shoreline Police and City Manager Debbie Tarry met with the Shorecrest and Shorewood High Schools' Black Student Unions. With some of the events that have occurred on a national level, it is essential for police to build a relationship with all community members to better understand their issues and concerns. We want people in our community to know the Shoreline Police Department follows LEED principles: Listen with Equity, Explain with Dignity. We pride ourselves in striving to be fair and objective in all of our interactions with our community.

During 2016, the Shoreline Police Department responded to 15,896 calls for service, initiated 12,927 contacts, and made 1,342 arrests. Last year, I awarded Lifesaver Awards to two officers whose actions helped save lives. In May, officers responded to a burglary in progress where the homeowner shot the suspect in the femoral artery. Officer Josh Holmes immediately provided first aid and a tourniquet to the suspect helping save his life. In December, Officer Matt Trizuto responded to a heart-attack victim. He administered first aid and an automated external defibrillator (AED) that helped save her life.

It's an honor to serve as your police chief. The Shoreline Police Department is committed to keeping you and your family safe.

Respectfully,
Shawn V. Ledford
Police Chief, City of Shoreline

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About the Annual Police Service Report

The Annual Police Service Report contains information on the service efforts and accomplishments of the Shoreline Police Department to support its mission, goals, and objectives.

The goal of the report is to keep the City of Shoreline residents, staff, administrators and elected officials informed of police service and crime activity in the city. The report is produced by the City of Shoreline Police Department in partnership with the King County Sheriff's Office (KCSO) Research, Planning and Informational Services and Contracts Units. Questions about the report can be directed to the Shoreline Chief of Police.

The Police Service Highlights section gives a narrative of police efforts and year-to-year comparisons of selected crime and police service data.

The Police Service Data section provides further detailed crime and police service data. Please note that numbers in this section may differ slightly from numbers in the Police Services Highlights due to collection from several sources and in some cases rounding up.

Shoreline Police Department Mission, Goals, & Core Values

Mission

The mission of the Shoreline Police Department is to prevent crime and create an environment where people feel safe, while providing quality, professional law enforcement services designed to improve public safety.

Core Values

The Shoreline Police are committed to the core values of Leadership, Integrity, Service and Teamwork. We firmly believe in our core values and let these values guide all work that we do in the community.

Goals & Objectives

In order to realize this mission, the City of Shoreline Police Department has adopted the following goals and objectives:

Goal # 1: Provide high-quality, cost-effective, and accountable services to the City of Shoreline

Objective: Provide responsive services to residents.

Objective: Provide cost-effective services to residents.

Goal # 2: Reduce crime and the fear of crime

Objective: Use information for crime analysis

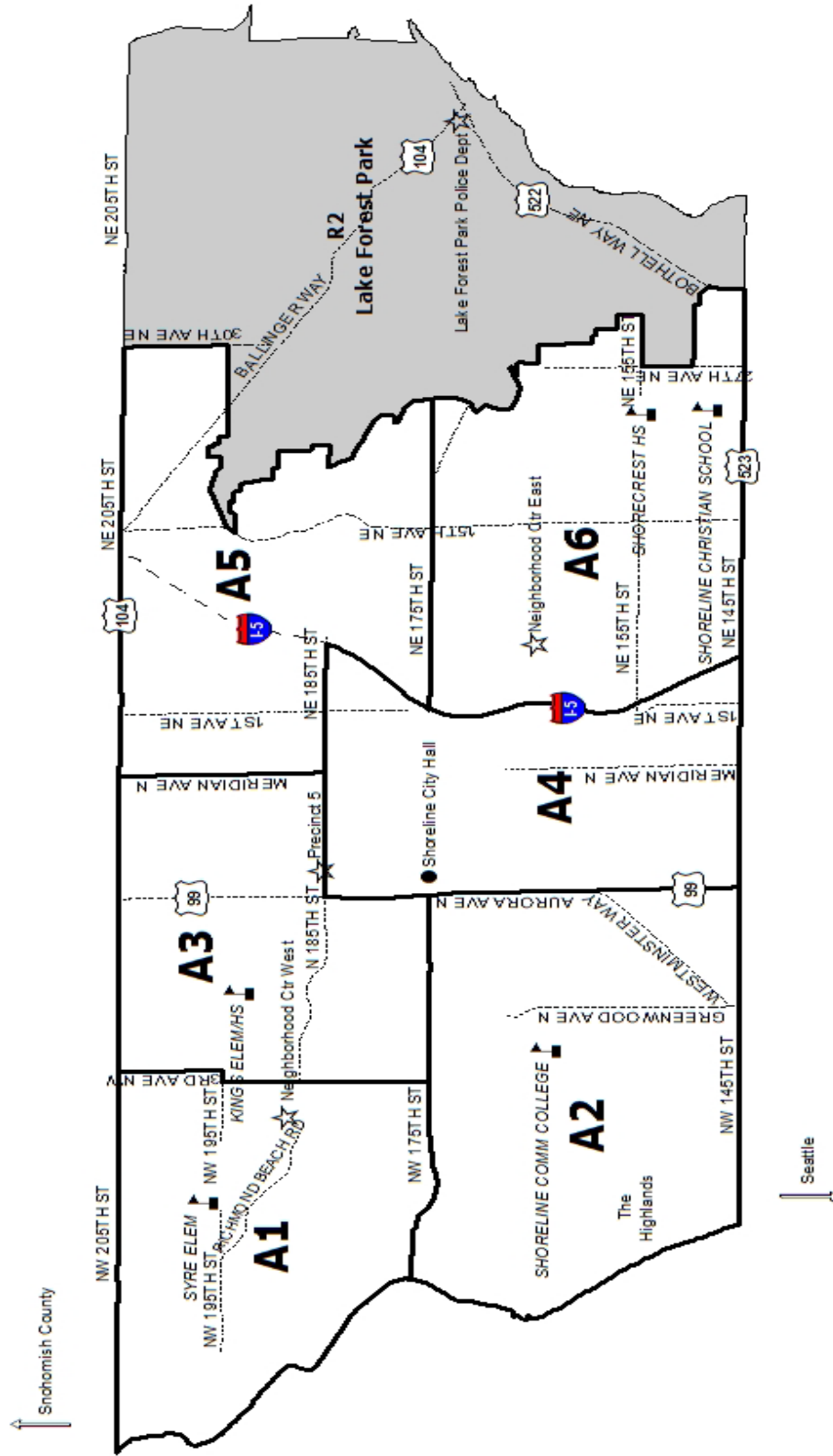
Objective: Apprehend offenders

Objective: Prevent crime

Objective: Improve residents' feeling of security

Goal # 3: Increase diversity, including gender diversity, in the workplace

City of Shoreline Patrol Districts



City of Shoreline
Police Service Highlights
2016



City Cost Comparison

The annual police cost comparison study is conducted by the KCSO Contracts Unit. The study accounts for budget differences and may factor in (or out) certain line items in order to allow for “apples-to-apples” comparisons. Shoreline’s cost per capita here is different than the contract cost per capita, which only includes Shoreline’s law enforcement contract paid to the county.

City	2016 Police Budget	2016 Population	2016 Sworn	Cost/ Capita	Cost/ Sworn	Sworn/ 1000	
Algona	\$1,323,655	3,175	7.0	\$417	\$189,094	2.20	
Auburn	\$23,320,665	77,060	108.0	\$303	\$215,932	1.40	
Beaux Arts	\$20,636	300	0.1	\$69	\$206,360	0.33	
Bellevue	\$34,711,921	139,400	184.0	\$249	\$188,652	1.32	
Black Diamond	\$1,903,300	4,305	8.0	\$442	\$237,913	1.86	
Bothell	\$13,247,039	43,980	61.0	\$301	\$217,165	1.39	
Burien	\$11,194,000	50,000	51.5	\$224	\$217,317	1.03	
Carnation	\$497,503	1,850	2.3	\$269	\$220,134	1.22	
Clyde Hill	\$1,334,779	3,060	9.0	\$436	\$148,309	2.94	
Covington	\$3,788,942	18,750	18.2	\$202	\$208,298	0.97	
Des Moines	\$7,868,335	30,570	33.0	\$257	\$238,434	1.08	
Duvall	\$2,094,563	7,425	12.0	\$282	\$174,547	1.62	
Edmonds	\$9,361,220	40,900	55.0	\$229	\$170,204	1.34	
Federal Way	\$25,033,033	93,670	131.0	\$267	\$191,092	1.40	
Hunts Point	\$297,425	415	1.2	\$717	\$247,854	2.89	
Issaquah	\$8,348,000	34,590	37.0	\$241	\$225,622	1.07	
Kenmore	\$3,300,684	22,320	16.1	\$148	\$204,503	0.72	
Kent	\$32,235,879	124,500	151.0	\$259	\$213,483	1.21	
Kirkland	\$21,780,797	84,680	89.0	\$257	\$244,728	1.05	
Lake Forest Park	\$3,336,518	12,940	20.0	\$258	\$166,826	1.55	
Lynnwood	\$13,002,111	36,590	69.0	\$355	\$188,436	1.89	
Maple Valley	\$4,189,090	24,790	18.9	\$169	\$221,645	0.76	
Marysville	\$13,412,833	64,940	61.0	\$207	\$219,883	0.94	
Medina	\$2,050,148	3,165	9.0	\$648	\$227,794	2.84	
Mercer Island	\$6,716,706	23,660	31.0	\$284	\$216,668	1.31	
Mill Creek	\$4,673,447	19,900	25.0	\$235	\$186,938	1.26	
Mukilteo	\$4,492,055	21,070	28.0	\$213	\$160,431	1.33	
Newcastle	\$2,076,488	11,090	10.1	\$187	\$206,001	0.91	
Normandy Park	\$1,486,272	6,540	8.0	\$227	\$185,784	1.22	
North Bend	\$1,473,400	6,570	8.2	\$224	\$179,683	1.25	
Puyallup	\$14,899,707	39,850	58.0	\$374	\$256,892	1.46	
Redmond	\$17,002,031	60,560	64.0	\$281	\$265,657	1.06	
Renton	\$28,758,942	101,300	121.0	\$284	\$237,677	1.19	
Sammamish	\$6,555,120	61,250	31.7	\$107	\$207,113	0.52	
SeaTac	\$9,720,186	27,810	43.4	\$350	\$223,761	1.56	
Seattle	\$299,838,119	686,800	1,404.0	\$437	\$213,560	2.04	
Shoreline	\$12,345,306	54,990	52.4	\$225	\$235,463	0.95	
Skykomish	\$30,590	200	0.1	\$153	\$218,500	0.70	
Snoqualmie	\$4,217,642	13,110	17.8	\$322	\$236,946	1.36	
Sumner	\$3,952,638	9,705	19.0	\$407	\$208,034	1.96	
Tukwila	\$16,104,716	19,540	79.0	\$824	\$203,857	4.04	
University Place	\$3,528,408	32,230	15.0	\$109	\$235,227	0.47	
Woodinville	\$3,181,779	11,570	14.9	\$275	\$213,829	1.29	
Yarrow Point	\$329,892	1,040	2.0	\$317	\$164,946	1.92	
				Partner City Averages (weighted)	\$200	\$219,083	0.91
				Non-Partner City Averages (weighted)	\$337	\$212,682	1.58

Data sources:

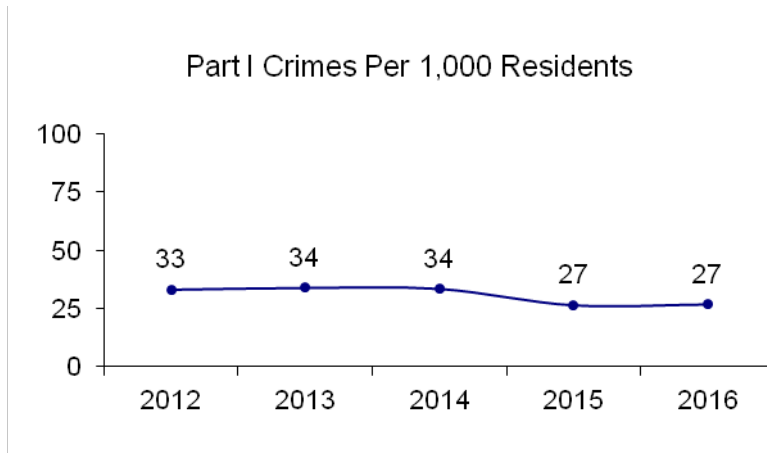


1. Budgets found on city websites or via city finance personnel. Population is from OFM.



Shoreline's Crime Rate

The Crime Rate is a calculation of the number of Part I Crimes divided by population in thousands. Part I Crimes is a category of crimes established by the Federal Bureau of Investigation (FBI). It includes criminal homicide, forcible rape, robbery, aggravated assault, burglary, larceny-theft, motor vehicle theft, and arson.



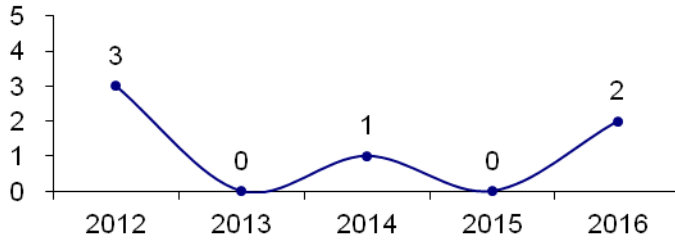
Source: Police Services Data



Part I Violent Crimes against People

Part I Crimes include crimes categorized as “violent crimes” or “crimes against people.” The following are Shoreline’s Part I Violent Crimes.

Homicide

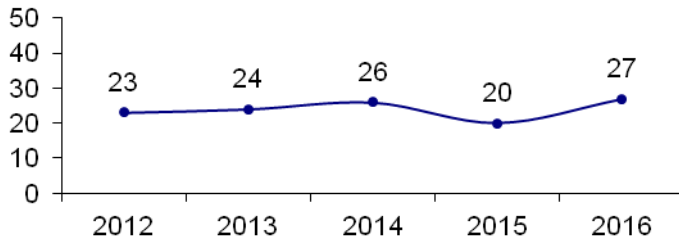


Source for all below: Police Services Data

Homicide

The willful killing of one human being by another. Includes murder and non-negligent manslaughter, justifiable homicide, and manslaughter by negligence.

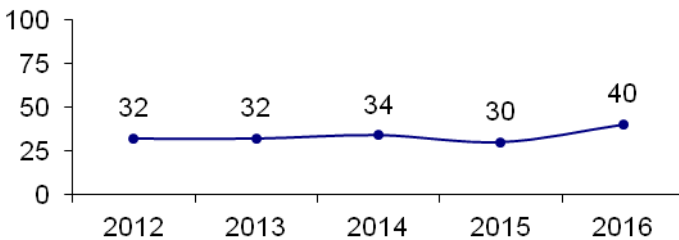
Rape



Rape

Rapes by force and attempts or assaults to rape, regardless of the age of the victim, are included in this count. Statutory offenses (no force used—victim under age of consent) are excluded.

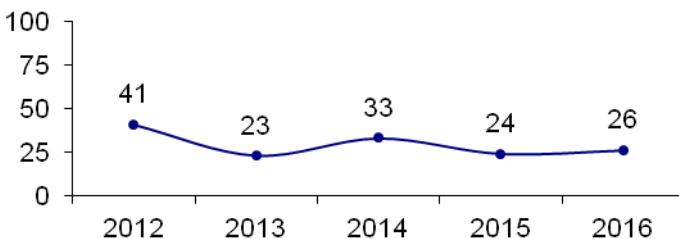
Aggravated Assault



Aggravated Assault

Aggravated assault is an unlawful attack by one person upon another for the purpose of inflicting severe or aggravated bodily injury. This type of assault usually is accompanied by the use of a weapon or by means likely to produce death or great bodily harm.

Robbery



Robbery

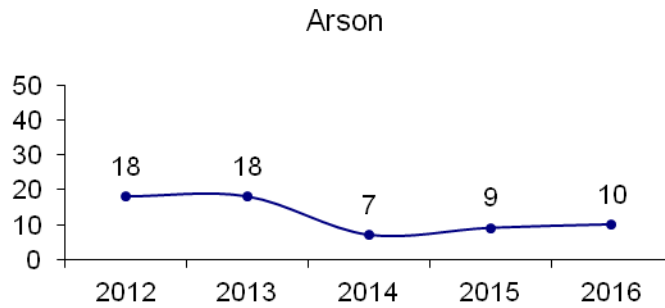
Robbery is the taking or attempting to take anything of value from the care, custody, or control of a person by force, threat of force, violence, or by putting the victim in fear.

Part I Non-Violent Crimes against Property

The second group of Part I Crimes is known as “non-violent crimes,” “crimes against property,” or “property crimes.” The following are Shoreline’s Part I Crimes against Property. Information about vehicle theft, also included in this category, can be found with traffic and automobile incident information.

Arson

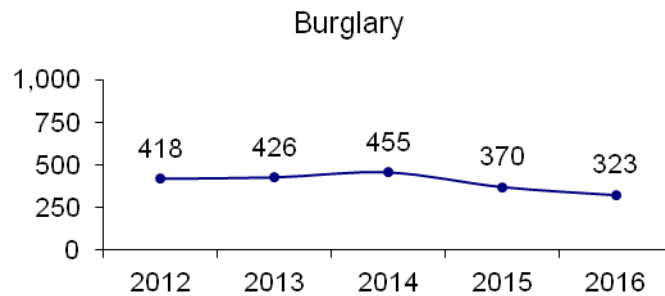
Arson is any willful or malicious burning or attempt to burn, with or without intent to defraud, a dwelling house, public building, motor vehicle or aircraft, or personal property of another.



Source for all below: Police Services Data

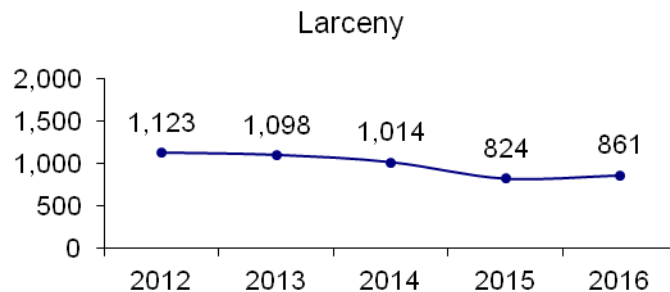
Burglary (breaking or entering)

Burglary is the unlawful entry of a commercial or residential structure with the intent to commit a crime. Attempted forcible entry is included.



Larceny (except vehicles)

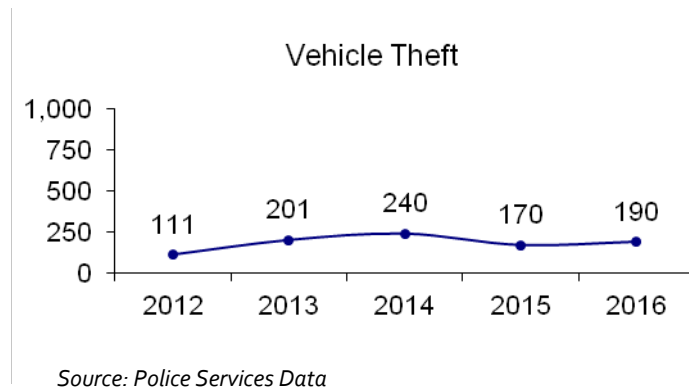
Larceny is the unlawful taking, carrying, leading, or riding away of property of any value amount from the possession or constructive possession of another. Examples are thefts of bicycles, motor vehicle parts and accessories, shoplifting, pocket-picking, or the stealing of any property or article that is not taken by force and violence or by fraud. Attempted larcenies are included. Embezzlement, forgery, check fraud, and like crimes are excluded.



Traffic and Automobile Incident Information

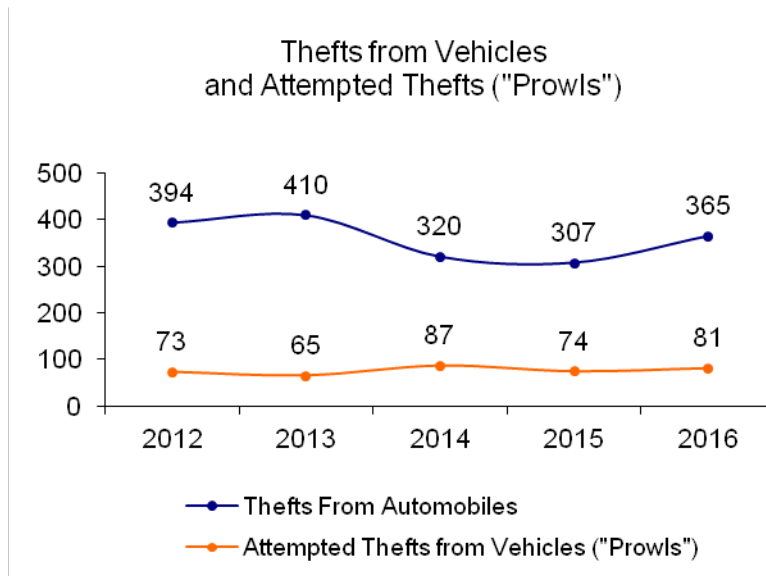
Vehicle Theft

Vehicle theft is included in Part I Crimes against Property. It is the theft or attempted theft of a motor vehicle, which is defined as being self-propelled and running on a land surface and not on rails. Motorboats, construction equipment, airplanes, and farming equipment are specifically excluded from this category.



Thefts and Attempted Thefts ("Prowls") from Automobiles

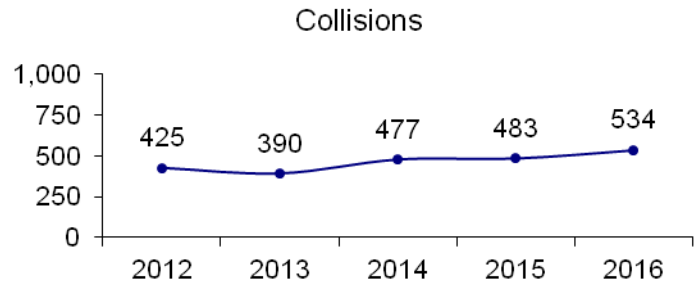
A theft or attempted theft ("prowl") from an automobile is the act or attempted act of taking something from the inside of an automobile.



Shoreline Police Department Traffic Programs

Traffic Collisions

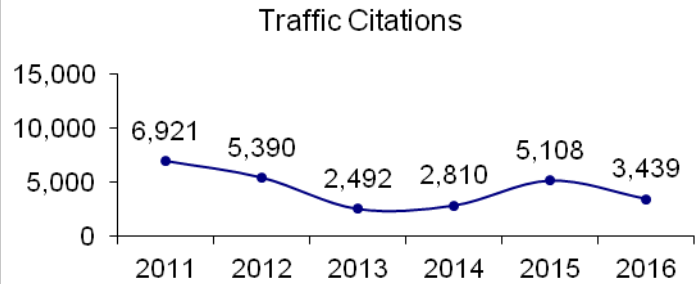
Collision information includes reports for injury, non-injury, and fatality vehicle collisions. Driving under the influence (DUI) collisions and hit-and-runs are excluded from this category.



Source: Police Services Data

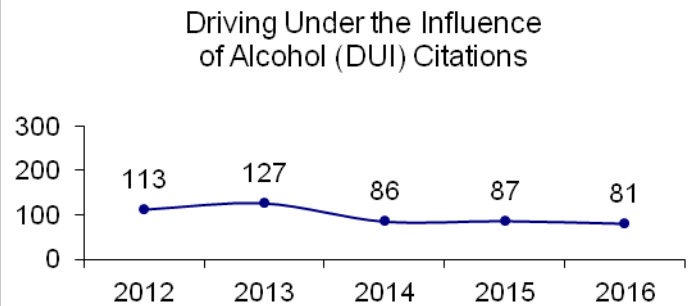
Traffic Citations

Traffic citations include reports of all moving/hazardous violations (such as all accidents, driving under the influence, speeding, and reckless driving), and non-moving compliance violations (such as defective equipment and parking violations).



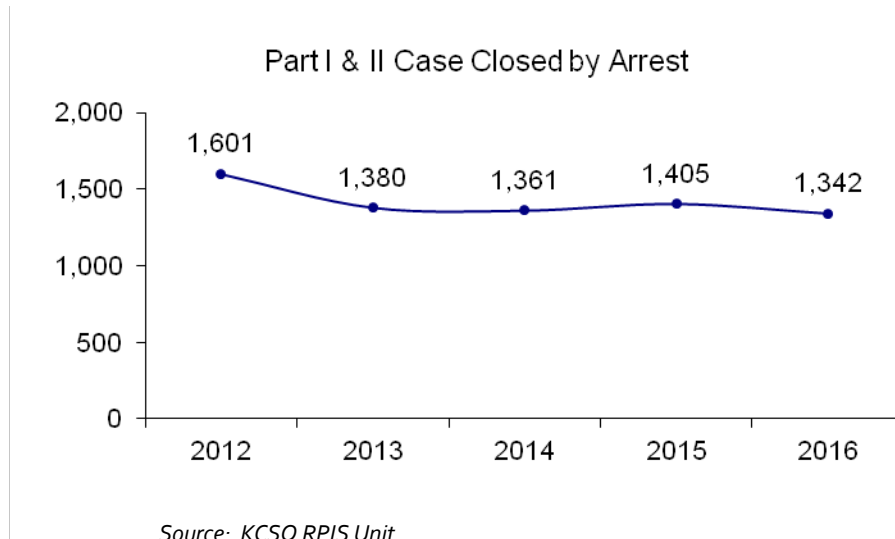
DUI Citations

Driving under the influence of alcohol citations are included in the above count for traffic citations, but are broken out here to show trends.



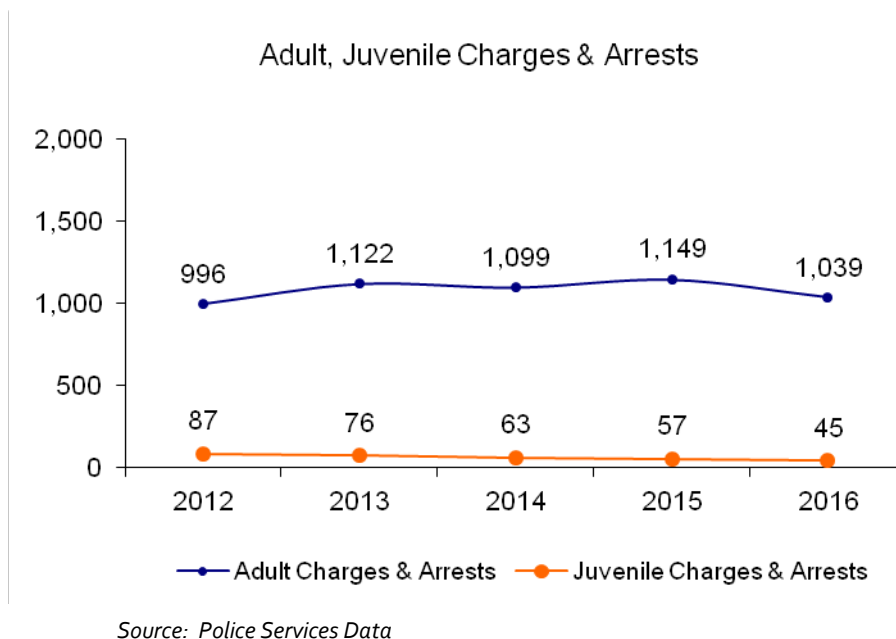
Part I & II Cases Closed by Arrest

The cases below represent incidents where an officer or detective has recommended that the King County Prosecutor’s Office file criminal charges against the case suspect. These criminal charges may result in an arrest or another form of punitive action, such as a citation. A prosecuting attorney is solely responsible for the decision to formally file charges and prosecute defendants.



Adult and Juvenile Charges and Arrests

One or more charges can result from a single arrest. Charges also can be filed when probable cause exists against a person who may not have been arrested. The following are the total number of felony and misdemeanor charges and arrests by adult and juvenile status.

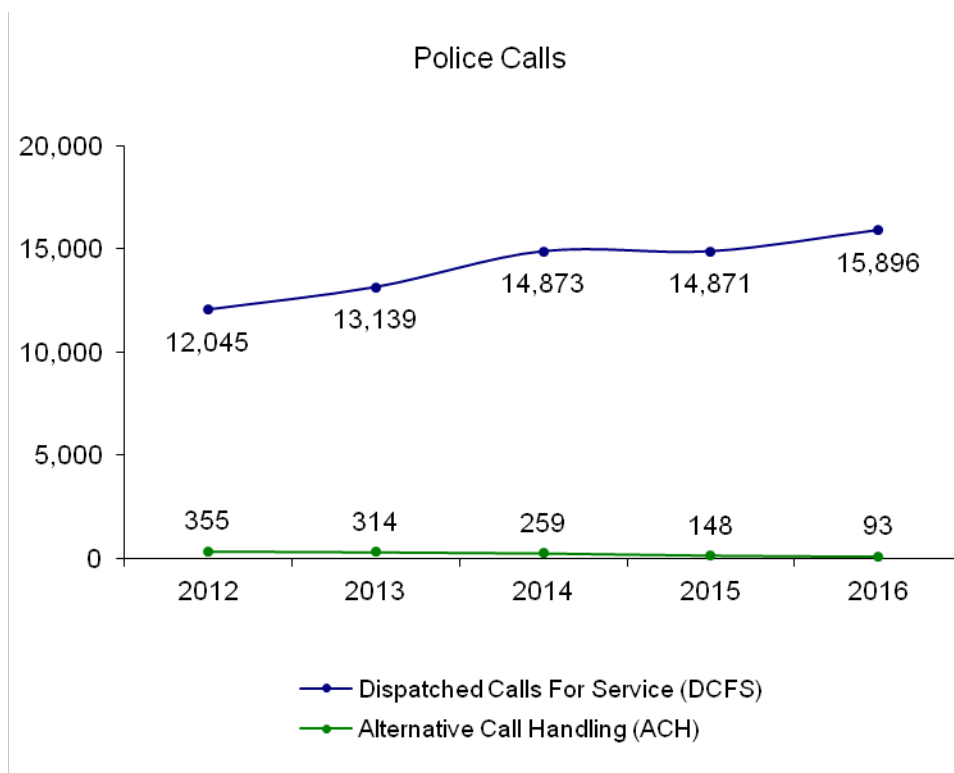


Calls for Police Assistance

The public receives police assistance in a variety of ways. Residents can call the Emergency 911 Communications Center to have one or more officers dispatched to the field, called a “dispatched call for service.”

In addition to dispatched calls for service, 911 center operators can take certain types of reports over the phone through alternative call handling (ACH). This allows police officers more time to respond to those who need an officer present at the location of their incident.

Following are the numbers of dispatched calls for service (DCFS) and alternative call handling (ACH) incidents reported.



Source: Police Services Data and CAD



Response Times to High Priority Calls

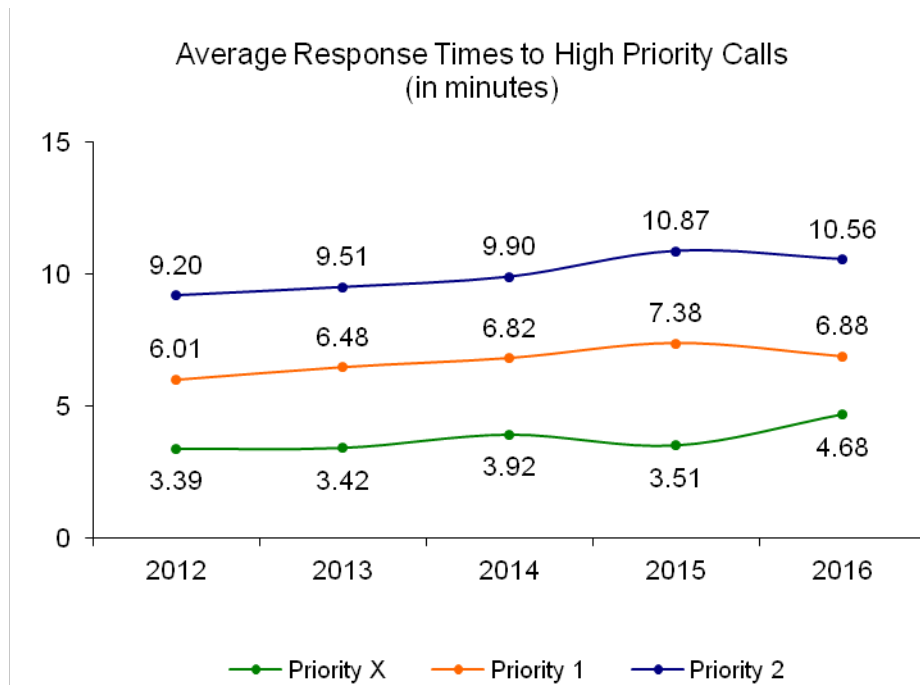
When calls for police assistance are received by the Emergency 911 Communications Center, they are entered into the Computer Aided Dispatch (CAD) system and given a “priority” based on the criteria described below. If the call receiver is in doubt as to the appropriate priority, the call is assigned the higher of the two priority designators in question.

“Priority X” designates critical dispatches. These are incidents that pose an obvious danger to the life of an officer or citizen. It is used for felony crimes in-progress where the possibility of confrontation between a victim and suspect exists. Examples include shootings, stabbings, robberies or burglaries.

“Priority 1” designates immediate dispatches. These are calls that require immediate police action. Examples include silent alarms, injury traffic accidents, in-progress crimes or crimes so recent that the suspect may still be in the immediate area.

“Priority 2” designates prompt dispatches. These are calls that could escalate to a more serious degree if not policed quickly. Examples include verbal disturbances and blocking traffic accidents.

Following are the City of Shoreline’s Police response times for the above priority calls. Response times include all time from the receipt of a phone call to the moment an officer arrives at the location of the incident.



Source: Police Services Data

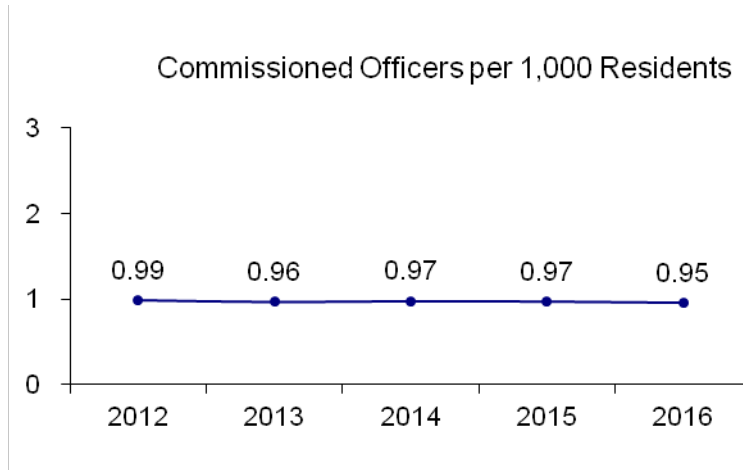


Computer Aided Dispatch (CAD): A computerized communication system used by emergency response agencies for dispatching and tracking calls for emergency assistance.



Commissioned Officers per 1,000 Residents

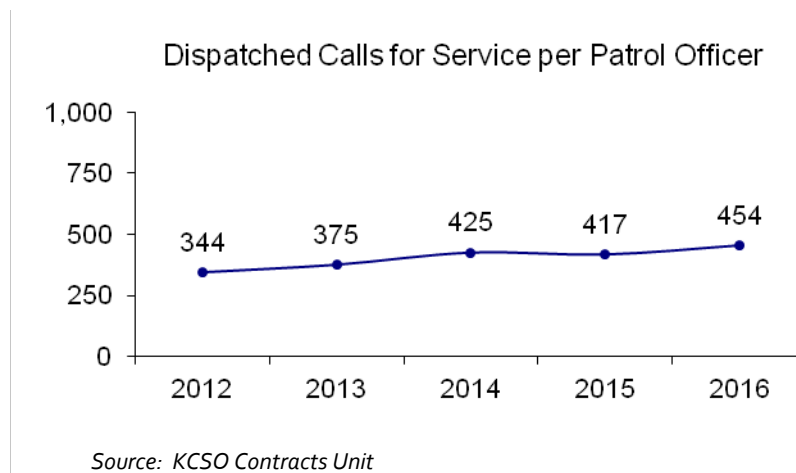
Commissioned officers per 1,000 residents shows how many commissioned police officers are employed by Shoreline for every 1,000 residents. The total number of commissioned officers includes full-time dedicated officers, plus officers who work in supervisory or other non-patrol related positions, as well as, officers that work in specialty units that are on-call for the city. Although the number of Shoreline’s dedicated officers may stay the same from year to year, the number of officers that respond to calls for service can change with the city’s needs. Therefore, the number of total commissioned officers can increase or decrease depending on Shoreline’s service needs from year to year.



Source: KCSO Contracts Unit

Dispatched Calls for Service (DCFS) per Patrol Officer

Dispatched calls for service (DCFS) per patrol officer is the average number of dispatched calls one patrol officer responds to within a year. This number uses only dispatched calls Shoreline pays for and does not include the number of responses an officer initiates (such as, witnessing and responding to traffic violations, called “on views”). Also, the numbers below are *patrol only* and exclude non-patrol commissioned officers (such as, supervisors or special duty officers/detectives).



Source: KCSO Contracts Unit

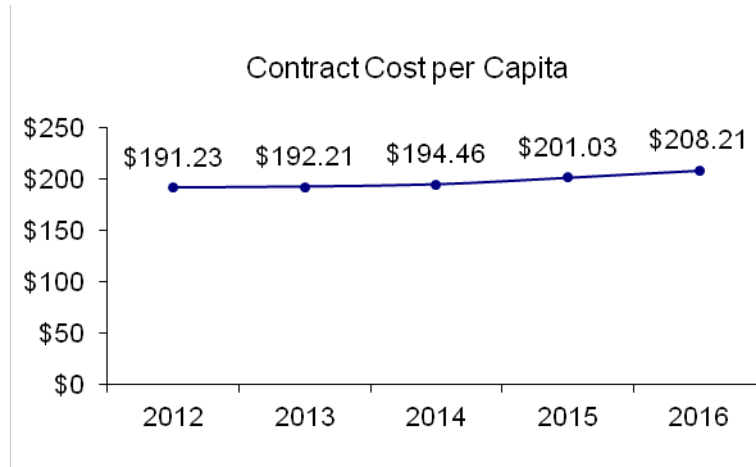


Costs of Police Services per Capita

The City of Shoreline contracts with the King County Sheriff's Office (KCSO) for police services. Among other benefits, contracting for services from a larger law enforcement agency allows for cost savings through "economies of scale." Specific economies of scale provided through the contract with KCSO include:

- Mutual aid agreements with other law enforcement agencies in Washington State
- A large pool of officers if back-up help as necessary
- Coverage if city officers are away
- Expertise of specialized units to assist officers
- Experienced officers to select from for city staffing
- Cost sharing throughout the department to keep city costs down

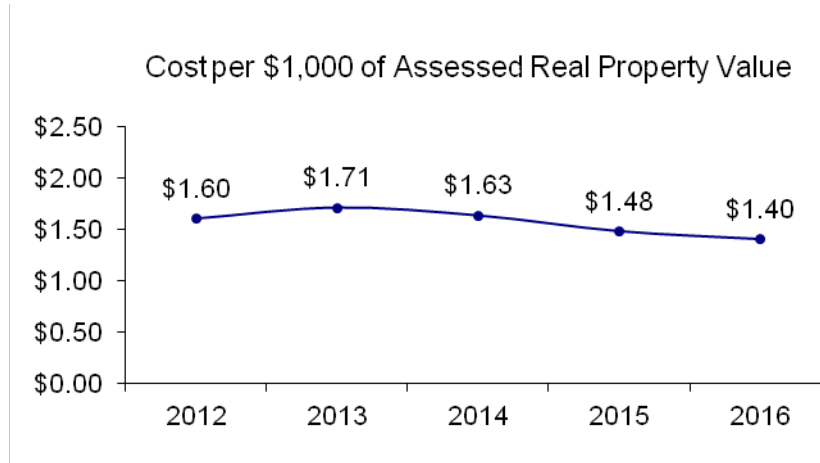
Costs for police services vary depending on a city's resources and the level and type of police services the community wants. The City of Shoreline may have additional funds or expenditures for special projects or programs as part of the city's law enforcement budget. These additional costs are not reflected in the contract cost per capita which shows the contract cost for police services divided by Shoreline's population.



Source: KCSO Contracts Unit

Cost per \$1,000 of Assessed Real Property Value

Cost per \$1,000 of assessed real property value shows Shoreline's contract cost in relationship to the property values of Shoreline.



Source: King County Assessor's Office



City of Shoreline
Police Service Data
2016



CRIME SUMMARY	1-Q	2-Q	3-Q	4-Q	YTD
TOTAL PART 1 OFFENSES	423	386	328	342	1479
TOTAL PART 2 OFFENSES	539	508	515	453	2015
Officers Assaulted	0	0	0	0	0
Total Domestic Violence Offenses	79	77	54	48	258
Gang Incidents	2	5	3	4	14
Total Adult Arrests	363	212	244	220	1039

AUTO RECOVERIES	1-Q	2-Q	3-Q	4-Q	YTD
Inside / Inside	25	9	23	31	88
Outside / Inside	24	25	19	29	97

PART 1 Cases Closed/Cleared					
for the following offenses:	1-Q	2-Q	3-Q	4-Q	YTD
Homicide	0	0	0	2	2
Rape (including attempt)	0	1	1	1	3
Robbery	2	1	1	4	8
Aggravated Assault	5	7	4	8	24
Commercial Burglary	3	0	2	1	6
Residential Burglary	2	6	0	1	9
Larceny	79	43	16	33	171
Arson	0	1	1	0	2
TOTAL	91	59	25	50	225

PART 2 Cases Closed/Cleared					
for the following offenses:	1-Q	2-Q	3-Q	4-Q	YTD
Assault 4th Degree	31	24	30	26	111
Narcotics	13	16	29	11	69
Check Frauds	6	1	5	4	16
TOTAL	50	41	64	41	196

PART 1 OFFENSES	1-Q	2-Q	3-Q	4-Q	YTD
Assault, Hands	7	5	5	3	20
Assault, Knife	0	3	0	2	5
Assault, Firearm	0	2	3	1	6
Assault, ODW	5	1	2	1	9
HOMICIDE	0	0	0	2	2
Robbery, Bank	1	0	0	1	2
Robbery, Chain Store	0	0	1	2	3
Robbery, Commercial	0	0	0	0	0
Robbery, Gas Station	1	1	1	1	4
Robbery, Highway	0	6	0	3	9
Robbery, Miscellaneous	0	2	3	0	5
Robbery, Residence	1	0	1	1	3
Robbery, Carjack	0	0	0	0	0
Attempted Rape	1	1	0	0	2
Rape	7	7	6	1	21
Child Rape	1	2	1	0	4
Comm Burglary, FE	20	15	12	10	57
Comm Burglary, NF	3	9	3	4	19
Comm Burglary, ATT	1	2	2	3	8
Residential Burglary, FE	35	41	23	29	128
Residential Burglary, NF	27	23	20	14	84
Residential Burglary,ATT	7	12	5	3	27
Larceny	248	215	192	206	861
Vehicle Theft	55	33	42	54	184
Truck-Bus Theft	0	0	0	0	0
Other Vehicle Theft	2	0	4	0	6
Theft Boat/RV	0	0	0	0	0
Arson Confirmed	1	6	2	1	10
TOTAL PART 1 OFFENSES	423	386	328	342	1479

PART 2 OFFENSES	1-Q	2-Q	3-Q	4-Q	YTD
Assault 4th Degree	38	40	47	35	160
Total Sex Offenses	27	20	22	13	82
Family/Juvenile Offenses	30	43	34	38	145
Forgery/Fraud Offenses	66	63	60	59	248
Commercial Vice	2	2	5	1	10
Gambling, Other	0	0	0	0	0
Kidnapping	0	1	0	0	1
Weapons	3	8	5	1	17
All Other	101	86	80	88	355
Viol Crt Order (misd)	18	22	13	14	67
Viol Crt Order (felony)	1	3	1	1	6
HATE CRIMES	0	1	0	0	1
Stolen Property	2	2	2	0	6
Trespass	85	71	89	64	309
Vandalism	96	70	87	86	339
Disorderly Conduct	1	2	2	0	5
Liquor Violation	28	33	24	18	103
D U I	28	25	15	24	92
HEROIN, etc	7	9	12	5	33
SYNTHETIC NARCOTICS	4	6	12	2	24
OTHER NARCOTICS	1	0	5	4	10
MARIJUANA	1	1	0	0	2
TOTAL PART 2 OFFENSES	539	508	515	453	2015

Dispatched Calls for Service	1-Q	2-Q	3-Q	4-Q	YTD
	A1	311	370	464	324
A2	574	604	531	561	2270
A3	928	937	997	831	3693
A4	689	814	807	709	3019
A5	612	682	708	712	2714
A6	650	758	682	641	2731
TOTAL DCFS	3764	4165	4189	3778	15896

AVG Response Time	1-Q	2-Q	3-Q	4-Q
Critical Dispatch X=	4.98	3.98	3.91	5.16
Immediate Dispatch 1=	6.73	6.98	7.07	6.71
Prompt Dispatch 2=	10.46	11.69	10.00	9.97
Routine Dispatch 3=	27.83	30.36	24.09	22.96

LARCENY OFFENSES	1-Q	2-Q	3-Q	4-Q	YTD
D/D	0	0	0	2	2
Gas	0	0	0	0	0
APA	4	3	3	3	13
Bike	8	8	12	8	36
COMD	1	1	0	0	2
NSC	21	25	11	25	82
P/P	6	3	4	4	17
P/S	2	1	3	1	7
S/L	80	70	30	39	219
TFA	94	73	103	95	365
TFB	32	31	26	29	118
TOTAL	248	215	192	206	861

ARRESTS					
Juvenile Arrests	1-Q	2-Q	3-Q	4-Q	YTD
Felony	3	3	0	4	10
Misdemeanor	8	12	6	9	35
Homicide	0	0	0	0	0
JUVENILE ARREST TOTAL	11	15	6	13	45
Adult Arrests	1-Q	2-Q	3-Q	4-Q	YTD
Felony	54	35	38	39	166
Misdemeanor	309	177	206	180	872
Homicide	0	0	0	1	1
ADULT ARREST TOTAL	363	212	244	220	1039
Grand Total Arrests	374	227	250	233	1084

JUVENILE FEL. ARRESTS	1-Q	2-Q	3-Q	4-Q	YTD
Aggravated Assault	0	0	0	0	0
Arson	0	0	0	0	0
Burglary	2	0	0	0	2
Counterfeiting / Forgery	0	0	0	0	0
Disorderly Conduct	0	0	0	0	0
D U I	0	0	0	0	0
Embezzlement	0	0	0	0	0
Forcible Rape	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling, Other	0	0	0	0	0
Larceny	1	0	0	0	1
Liquor Violation	0	0	0	0	0
Marijuana	0	0	0	0	0
Narcotics / Drug Violation	0	0	0	0	0
Other (except Traffic)	0	2	0	0	2
Other (Traffic Violations)	0	0	0	0	0
Prostitution - VICE	0	0	0	0	0
Robbery	0	1	0	4	5
Sex Offense (No Rape)	0	0	0	0	0
Simple Assault	0	0	0	0	0
Stolen Property	0	0	0	0	0
Vandalism	0	0	0	0	0
Vehicle Theft	0	0	0	0	0
Weapons Violations	0	0	0	0	0
TOTAL	3	3	0	4	10

JUVENILE MISD ARRESTS	1-Q	2-Q	3-Q	4-Q	YTD
Aggravated Assault	0	0	0	0	0
Arson	0	1	0	0	1
Burglary	0	0	0	0	0
Counterfeiting / Forgery	0	0	0	1	1
Court Order Violation			1	3	4
Disorderly Conduct	0	0	0	0	0
D U I	1	0	0	0	1
Embezzlement	0	0	0	0	0
Forcible Rape	0	0	0	0	0
Fraud	0	0	0	0	0
Gambling, Other	0	0	0	0	0
Larceny	1	5	1	0	7
Liquor Violation	0	0	0	0	0
Marijuana	1	1	0	0	2
Narcotics / Drug Violation	0	0	0	0	0
Other (except Traffic)	0	1	1	1	3
Other (Traffic Violations)	1	1	0	2	4
Prostitution - VICE	0	0	0	0	0
Robbery	0	0	0	0	0
Sex Offense (No Rape)	0	0	0	0	0
Simple Assault	3	3	3	2	11
Stolen Property	0	0	0	0	0
Vandalism	0	0	0	0	0
Vehicle Theft	0	0	0	0	0
Weapons Violations	1	0	0	0	1
TOTAL	8	12	6	9	35

ADULT FELONY ARRESTS	1-Q	2-Q	3-Q	4-Q	YTD
Aggravated Assault	4	5	2	7	18
Arson	0	0	0	0	0
Burglary	3	5	2	5	15
Counterfeiting / Forgery	2	0	0	0	2
Court Order Violation	2	2	0	2	6
Disorderly Conduct	0	0	0	0	0
D U I	0	0	0	0	0
Embezzlement	1	0	0	0	1
Forcible Rape	0	3	0	0	3
Fraud	3	0	1	0	4
Gambling, Other	0	0	0	0	0
Larceny	5	3	0	2	10
Liquor Violation	0	0	0	0	0
Marijuana	0	0	0	0	0
Narcotics / Drug Violation	14	9	18	3	44
Other (except Traffic)	3	2	0	0	5
Other (Traffic Violations)	0	1	1	2	4
Prostitution - VICE	0	0	0	0	0
Robbery	3	0	1	8	12
Sex Offense (No Rape)	0	1	0	0	1
Simple Assault	0	0	0	0	0
Stolen Property	5	0	5	1	11
Vandalism	1	0	1	0	2
Vehicle Theft	5	3	6	8	22
Weapons Violations	3	1	1	1	6
TOTAL	54	35	38	39	166

ADULT MISD ARRESTS	1-Q	2-Q	3-Q	4-Q	YTD
Aggravated Assault	1	0	1	1	3
Arson	0	0	0	0	0
Burglary	0	0	1	0	1
Counterfeiting / Forgery	0	0	1	0	1
Court Order Violation	15	10	12	4	41
Disorderly Conduct	0	0	1	0	1
D U I	25	17	15	18	75
Embezzlement	0	0	0	0	0
Forcible Rape	0	0	0	0	0
Fraud	1	0	1	0	2
Gambling, Other	0	0	0	0	0
Larceny	83	38	27	33	181
Liquor Violation	1	4	0	0	5
Marijuana	1	0	0	0	1
Narcotics / Drug Violation	4	3	11	9	27
Other (except Traffic)	36	20	22	10	88
Other (Traffic Violations)	95	51	70	71	287
Prostitution - VICE	0	0	0	0	0
Robbery	0	0	0	0	0
Sex Offense (No Rape)	0	1	0	0	1
Simple Assault	33	22	29	21	105
Stolen Property	3	2	2	0	7
Vandalism	11	7	12	12	42
Vehicle Theft	0	0	0	0	0
Weapons Violations	0	2	1	1	4
TOTAL	309	177	206	180	872