



LAKE WHATCOM WATER AND SEWER DISTRICT
1220 LAKEWAY DRIVE
BELLINGHAM, WASHINGTON 98229

REGULAR MEETING
OF THE BOARD OF COMMISSIONERS

AGENDA

June 29, 2016

8:00 a.m. – Regular Session

1. CALL TO ORDER
2. PUBLIC COMMENT OPPORTUNITY
At this time, members of the public may address the Commission. Please state your name prior to making comments.
3. ADDITIONS, DELETIONS, OR CHANGES TO THE AGENDA
4. CONSENT AGENDA
5. SPECIFIC ITEMS OF BUSINESS:
 - A. North Shore Water Quality Testing Proposal – Presentation by Herrera Environmental Consultants
 - B. Washington State Department of Health 2016 Small Water System Consolidation Grant Agreement
 - C. Whatcom Falls Manhole Repair/Replacement – Contract Award
 - D. Division 22 Reservoir Project – Engineering Contract Amendment
6. OTHER BUSINESS
7. MANAGER'S REPORT
8. PUBLIC COMMENT OPPORTUNITY
9. ADJOURNMENT



LAKE WHATCOM WATER AND SEWER DISTRICT
AGENDA BILL

DATE SUBMITTED:	June 22, 2016		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL		
MEETING AGENDA DATE:	June 29, 2016		
AGENDA ITEM NUMBER:	5.A.		
SUBJECT:	North Shore Water Quality Testing Proposal – Presentation by Herrera Environmental Consultants		
LIST DOCUMENTS PROVIDED → NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1.		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Staff was previously tasked with initiating efforts to establish a water testing program along the North Shore of Lake Whatcom in order to determine whether on-site wastewater systems in the project area contribute to water quality degradation of Lake Whatcom or represent a public health risk to lake users.

An RFP was advertised and Herrera Environmental Consultants submitted the proposal that was presented to the Board at the June 8, 2016 meeting. The District received no other proposals. Rob Zisette, from Herrera’s Seattle office will be present at the meeting in order to address their proposal and to answer the Board’s questions. You should have a copy of the proposal, which is dated May 24, 2016. A copy can also be found on-line at the District’s web site listed under the agenda packet for the June 8, 2016 meeting.

FISCAL IMPACT

The proposed fee to develop a plan (5 tasks) is proposed to be \$16,000.00 (see scope of work in proposal).

RECOMMENDED BOARD ACTION

This is an information session regarding Herrera’s proposal.

PROPOSED MOTION

There is not a proposed motion for this meeting.



LAKE WHATCOM WATER AND SEWER DISTRICT
AGENDA BILL

DATE SUBMITTED:	June 22, 2016		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	June 29, 2016		
AGENDA ITEM NUMBER:	5.B.		
SUBJECT:	Washington State Department of Health 2016 Small Water System Consolidation Grant Agreement		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1. WDOH Project Scope of Work		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input checked="" type="checkbox"/>	INFORMATIONAL/ OTHER <input type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Attached is the Project Scope description for a Washington State Department of Health Grant in order to conduct a feasibility study for the consolidation of three Group A water systems on the north shore of Lake Whatcom. (Eagleridge, Agate Heights and Agate Bay Trailer Park). In addition, two Group B water systems and numerous individual homes will also be considered for consolidation. This is a \$30,000.00 grant. The work will be done by Wilson Engineering. A 47 page copy of the grant language was not included in this packet, but is available if the Board would like to inspect it.

FISCAL IMPACT

The cost of the proposed work will be off-set by a \$30,000.00 WDOH Grant.

RECOMMENDED BOARD ACTION

That the Board authorize the acceptance of the Grant and move forward with this evaluation as proposed.

PROPOSED MOTION

To approve acceptance of the Department of Health 2016 Grant and authorize the General Manager to sign and execute the grant agreement on behalf of the District.



N21980-0

Grant Agreement

between

Department of Health

and

Lake Whatcom Water and Sewer District

ATTACHMENT I:
PROJECT SCOPE OF WORK

N21980 Lake Whatcom Water and Sewer District (LWWSD)

2016 Small Water System Consolidation Grant

Project Title: LWWSD-Northshore Consolidation Feasibility Study

PURPOSE:

The purpose of this grant is to conduct a feasibility study for the consolidation of three Group A water systems on the north shore of Lake Whatcom: Eagleridge (#08118), Agate Heights (#52957), and Agate Bay Trailer Park (#00496). In addition, two Group B water systems and numerous individual homes will be considered for consolidation.

Background/General Information:

LWWSD owns and operates two Group A water systems on the north shore of Lake Whatcom: Eagleridge and Agate Heights. Eagleridge is served through an intertie with City of Bellingham and Agate Heights is served by wells. Another Group A water system, Agate Bay Trailer Park, is located in the vicinity of Agate Heights, privately owned, and served by wells. In addition, two Group B systems and several hundred individual homes exist along the north shore. Many of the individual homes utilize surface water as their water supply. LWWSD desires to consolidate all of the aforementioned systems and homes by expanding the Agate Heights water system.

Contract Administration:

The purpose of this grant is to fund a feasibility study for the consolidation of three Group A systems, two Group B systems, and hundreds of individual homes.

Funding for this project will not be used for any construction or ground disturbing activities.

The project's scope of work is comprised of the following activities:

TASK/ACTIVITY:	DELIVERABLES:	ESTIMATED DUE DATE:
Task 1: Feasibility Study. Tasks include review of existing information, assessments of existing infrastructure, improvements needed to consolidate water systems, and costs	Feasibility study with information on existing infrastructure, improvements needed, and associated costs. Feasibility study to be reviewed by Northwest Regional Office of Drinking Water staff.	Draft: December 2016 Final: February 2017

<p>associated with consolidation.</p> <p>Task 2: Public Meetings. Tasks include presenting information in the feasibility study to affected water systems for public comment.</p>	<p>Meeting minutes from any public meeting held and how comments were addressed.</p> <p>Submit quarterly reports to Dennis Hewitt. The quarterly progress reports should document project accomplishments, existing and potential problem areas, suggestions for improvements, and any desired outcomes achieved. Reports should be a few paragraphs long with sufficient detail for DOH to understand the relative progress of the project since the last reporting period. The last quarterly report serves as the final report and should include summary information about the project.</p> <p>Quarterly reports are due the last working day of each quarter.</p>	<p>Tentative Dates: July 2016 October 2016 January 2017</p>
<p>PAYMENT:</p>	<p>DOH will provide reimbursement to LWWSO based on approval of quarterly reports and required deliverables. LWWSO will provide an hourly accounting of time spent for each task in support of invoice.</p> <p>The contractor is responsible for tracking all project expenditures as related to this contract, and for maintaining these records.</p> <p>DOH will withhold 10 percent of the total funding amount (\$3,000) until the project is successfully completed and all deliverables are received and approved by DOH.</p>	
<p>Total Consideration for this contract not to exceed:</p>		<p>\$30,000</p>

The project will be considered complete when all the activities identified in the above scope of work are complete.

Project Performance Measures:

- Feasibility study with Northwest Regional Office of Drinking Water approval
- Meeting minutes



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	June 22, 2016		
TO BOARD OF COMMISSIONERS			
FROM: Bill Hunter	MANAGER APPROVAL <i>Paul A...</i>		
MEETING AGENDA DATE:	June 29, 2016		
AGENDA ITEM NUMBER:	5.C.		
SUBJECT:	Whatcom Falls Manhole Repair/Replacement Contract Award		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1. Bid Summary		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input checked="" type="checkbox"/>	INFORMATIONAL/ OTHER <input type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

The Whatcom Falls Manhole Rehab project involves replacement of an existing 48-inch sanitary sewer manhole in Whatcom Falls Park with a new 60-inch manhole and connecting piping.

An Advertisement for Bids was published in the Bellingham Herald on 6/7/2106. A non-mandatory pre-bid meeting was held on 6/15/2016. Three (3) bids were received and opened on 6/22/2016. District staff is evaluating the bids and supplemental bidder responsibility criteria. A recommendation will be made at the board meeting.

Project costs have escalated from original estimates for several reason: (1) the City of Bellingham permitting and bypass plan review process is more involved than anticipated, (2) the City of Bellingham required manhole diameter size be increased from 4-feet to 5-feet, (3) bidding during the summer construction season inflated bid prices, and (4) a restricted work calendar window is required to perform the work during the dry low sewer flow season.

FISCAL IMPACT

The 2016 approved budget allocated \$97,482 for design & construction.

Projected expenses are summarized as follows:

Design, Permitting, Construction Support - Wilson Engineering LLC

Task Order 2015-001 - Design	\$7,482.00
Task Order 2015-001 Amendment #1 - Permitting, 40-hours Inspection, Record Drawings	\$6,893.00
Future Task Order 2015-001 Amendment #2 - Add'l Permit/COB Coord, Submittal & Shop Drawing Review, Engineering Support During Construction	\$15,000.00
Subtotal	\$29,375.00

Construction

Apparent Low Bid - Base Bid (not including deductive bid alternate)	\$117,112.73
Anticipated Change Orders	
Add Gasketed Cam-lock Manhole Cover	\$800.00
Add PVC pipe and manhole penetrations to accommodate possible future passive or active ventilation / air scrubber	\$2,000.00
Contingency	\$10,000.00
Subtotal	\$129,912.73

Estimated Project Cost (including sales tax) \$159,287.73

Note: District staff is performing construction contract administration and utilizing Wilson Engineering as a technical engineering resource.

There are sufficient funds in the System Reinvestment Fund (420 Fund) to accommodate difference between the 2016 budgeted amount and the current estimated project cost. There are several District projects with budgeted funds that were not needed which total around \$20,000 which can be applied to the additional cost of this project.

RECOMMENDED BOARD ACTION

See proposed motion.

PROPOSED MOTION

1. Award the Whatcom Fall Manhole Rehab project to _____ for a total contract amount of \$_____ for Bid Schedule A – BASE BID only (includes state sales tax), and authorize the general manager to execute the construction contract.
2. Amend the 2016 budget to utilize available funds from the District’s System Reinvestment Fund (420 Fund) to fund the total estimated project cost of \$160k.



Bid Summary
Whatcom Falls Manhole Rehab
LWWSB Project #C1506B

Bid Opening: 6/22/2016

Name of Firm	Carman's Construction, LLC (Oak Harbor, WA)	Tiger Construction, Ltd. (Everson, WA)	Award Construction, Inc. (Ferndale, WA)
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Schedule A - BASE BID

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
A.1	Mobilization and Demobilization	1	LS	N/A	\$ 8,000.00	N/A	\$ 7,900.00	N/A	\$ 12,500.00
A.2	Whatcom Falls Manhole Rehabilitation and Piping	1	LS	N/A	\$ 96,751.00	N/A	\$ 108,000.00	N/A	\$ 118,000.00
A.3	Trench Safety & Shoring	1	LS	N/A	\$ 1,687.00	N/A	\$ 730.00	N/A	\$ 9,500.00
A.4	Construction Records	1	LS	N/A	\$ 1,500.00	N/A	\$ 1,500.00	N/A	\$ 1,500.00
SUBTOTAL BASE BID					\$ 107,938.00		\$ 118,130.00		\$ 141,500.00
8.5% Sales Tax					\$ 9,174.73		\$ 10,041.05		\$ 12,027.50
TOTAL BASE BID					\$ 117,112.73		\$ 128,171.05		\$ 153,527.50

Schedule B: BID ALTERNATE

ITEM	DESCRIPTION	QUANTITY	UNIT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT	UNIT PRICE	AMOUNT
B.1	WSDOT 60-inch Manhole with Spray on Liner	1	LS	N/A	\$ (16,177.00)	N/A	\$ (10,000.00)	N/A	\$ (14,000.00)

SUMMARY OF ALL BID SCHEDULES

Schedule A - BASE BID		\$ 107,938.00		\$ 118,130.00		\$ 141,500.00
Schedule B - Bid Alternate		\$ (16,177.00)		\$ (10,000.00)		\$ (14,000.00)
SUBTOTAL		\$ 91,761.00		\$ 108,130.00		\$ 127,500.00
8.5% Sales Tax		\$ 7,799.69		\$ 9,191.05		\$ 10,837.50
TOTAL BASE BID + BID ALTERNATE		\$ 99,560.69		\$ 117,321.05		\$ 138,337.50

Bid Guarantee	Yes	Bid Guarantee	Yes	Bid Guarantee	Yes
Addenda Acknowledge	2	Addenda Acknowledge	2	Addenda Acknowledge	2



LAKE WHATCOM WATER AND SEWER DISTRICT
AGENDA BILL

DATE SUBMITTED:	June 22, 2016		
TO BOARD OF COMMISSIONERS			
FROM: Bill Hunter	MANAGER APPROVAL <i>Paul Hunter</i>		
MEETING AGENDA DATE:	June 29, 2016		
AGENDA ITEM NUMBER:	5.D.		
SUBJECT:	Division 22 Reservoir Project – Engineering Contract Amendment		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL: _____	1. Exhibit A - Scope of Work		
	2. Exhibit B – Estimated Cost		
	3. Exhibit C – Project Schedule		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input checked="" type="checkbox"/>	INFORMATIONAL/ OTHER <input type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

The Division 22 Reservoir No. 2 project involves constructing a new 626,000-gallon welded steel reservoir adjacent to the existing 500,000-gallon Division 22 Reservoir in Sudden Valley. The District’s engineering consultant, Gray & Osborne, has nearly finished their Phase 2 Scope of Work. Phase 2 included Design, Bidding, and Permitting.

Staff and Gray & Osborne worked together to develop the attached agreement amendment to add “Phase 3 – Construction Management.” Phase 3 includes Additional Design services requested by the District during Phase 2, Construction Administration Support, Submittal Review, Construction Meetings, Startup & Commissioning Plan, Inspection, Operation & Maintenance Manual, and Record Drawings.

FISCAL IMPACT

Proposed Phase 3 – Construction Management professional services by Gray & Osborne, Inc. is within the District’s funding plan for the project. Below is a summary of funds and expenses for the project.

FUNDING

DWSRF Loan (1.5% interest for 20 years)	\$985,000.00
2016 Revenue Bond	\$800,000.00
Total Funds	\$1,785,000.00

EXPENSES

Professional Services – Gray & Osborne, Inc.	
Phase 1 - Predesign, Topo Survey, Geotech, CUP	\$44,734.00
Phase 2 - Design, Bidding, Permitting	\$96,890.00
<u>Phase 3 – Construction Management</u>	<u>\$146,790.00</u>
Subtotal Professional Services	\$288,414.00
Construction Contract – T Bailey, Inc.	\$1,402,525.25
Total Expenses	\$1,690,939.25

RECOMMENDED BOARD ACTION

See proposed motion.

PROPOSED MOTION

Authorize the General Manager to execute an Amendment to Gray & Osborne’s Engineering’s Architectural/Engineering Agreement to include Phase 3 – Construction Management based on time and materials not to exceed \$146,790.00.

EXHIBIT A

SCOPE OF WORK

LAKE WHATCOM WATER & SEWER DISTRICT DIVISION 22 RESERVOIR NO. 2 CONSTRUCTION MANAGEMENT (PHASE 3)

PROJECT UNDERSTANDING

The Lake Whatcom Water and Sewer District (District) desires to contract Gray & Osborne, Inc. to provide professional engineering services for construction management of the Division 22 Reservoir No. 2.

ASSUMPTIONS

This Scope of Work assumes the following level of construction inspection:

1. When underground work is being performed including site water piping and drain piping, Gray & Osborne will provide a full-time inspector on site to monitor and document the installation.
2. When aboveground work is being performed including foundation construction and reservoir erection, Gray & Osborne will provide a part-time inspector on site for approximately 10 hours per week. The level of inspection at any given time will depend upon the various construction activities, District concerns, and other site issues.
3. Painting inspection will be performed by a subconsultant, Quality Coatings Inspection, Inc. The on-site inspection will be full time during priming.
4. Special inspections, such as concrete, concrete reinforcement, and welding shall be by specialized testing agencies subcontracted to Gray & Osborne.
5. The existing clearing limits and tank center location are sufficient for construction survey purposes. Additional survey can be provided under a separate contract.
6. This Scope of Work does not include any on-site geotechnical investigation during construction. If on-site geotechnical investigation is determined to be necessary, Gray & Osborne can coordinate with PanGEO, Inc., or the geotechnical engineer of the District's choice to perform geotechnical work as additional work outside this Scope of Work.

SCOPE OF WORK

Task 1 – Project Management, Oversight, and Quality Assurance/Quality Control

Objective: Provide overall project management, oversight, and quality control of the project work by a Principal-in-Charge and senior staff members.

Provide overall project management and oversight as follows:

- A. Ensure sufficient staff resources to dedicate to the project.
- B. Prepare and execute subconsultant contracts.
- C. Manage subconsultant work.
- D. Manage project budget and schedule.
- E. Maintain records and files in accordance with DWSRF Handbook, Section 3.4.
- F. Prepare and provide monthly progress reports and invoices with sufficient detail acceptable to process the District's A19 Reimbursement Vouchers in accordance with the DWSRF Handbook, Section 3.6.

Task 2 – Additional Design

Objective: These tasks were requested by the District in order to complete the construction drawings.

A. **Cathodic Protection**

The District requested that cathodic protection be included in the initial reservoir construction. Gray & Osborne employed Northwest Corrosion as a subconsultant to complete this task.

B. **Tree and Center Point Survey**

The District requested that Gray & Osborne mark the trees to be taken down and those to be left to facilitate discussion between the District and the Sudden Valley Homeowners Association. The survey also located the center point of the new reservoir.

C. Landscaping Plan

The District requested that Gray & Osborne include a landscaping plan in the final design, an element that was not included in the design budget.

D. Additional Stormwater Design Services

The initial stormwater design was based upon the concept proposed and accepted during the Conditional Use Permitting process. During the final stormwater permitting process, Whatcom County requested modifications to the stormwater design that included a permeable access road design and a media filter drain.

Task 3 – In-Office Support Services

Objective: Provide in-office support to address and respond to contractor's and District staff questions and concerns during construction.

- A. Provide daily in-office support to respond to the contractor's and the District's questions during construction.
- B. Prepare drawings/exhibits as required to clarify design/construction issues.

Task 4 – Submittal Review

Objective: Review product submittal information for compliance with contract requirements.

- A. Provide in-office review of information submitted by the contractor as required by the contract documents to ensure compliance with the permits and intent of contract documents.
- B. Track submittals and provide written response/approval to contractor-submitted information.

Task 5 – Construction Meetings

Objective: Attend on-site construction meetings as required to assist District staff with project construction.

- A. Attend the preconstruction meeting. Gray & Osborne will prepare an agenda for meeting, facilitate the meeting, and prepare meeting minutes.
- B. Provide on-site support for construction issues as required. This Contract assumes 10 on-site meetings.

Task 6 – Startup and Commissioning Plan

Objective: Provide a comprehensive plan of startup and commissioning items to be used by the District, Gray & Osborne, and the contractor to facilitate startup and commissioning activities.

Prepare a startup and commissioning plan outlining specific steps for startup and commissioning. The startup and commissioning plan will contain a list of contractor and project items that must be completed prior to startup. The startup and commissioning plan will also include a step-by-step list of startup and commissioning items including equipment checks and tests, data requirements, electrical and other measurements, and other startup and commissioning items.

Task 7 – Inspection Service

Objective: Provide on-site inspection service to support project construction.

- A. Attend the preconstruction meeting.
- B. Provide full-time on-site daily service to support project construction during the period when in-ground utilities are being constructed. This contract assumes a 40 working-day duration for in-ground work.
- C. Provide part-time on-site inspection service to support project construction during the period when aboveground utilities are being constructed. This contract assumes a 120 working-day duration for aboveground work with inspection provided an average of 2 hours per day.
- D. Provide coating inspection including ten site visits to the fabricator during the shop preparation of tank steel and full-time coating inspection during blasting and priming activities.
- E. Provide non-destructive welding testing per AWWA D-100.
- F. Provide compaction testing for backfill materials, concrete, and asphalt per specifications.
- G. Attend weekly construction meeting to discuss contractor's progress and ongoing construction issues. This Contract assumes 40 weekly meetings.

Task 8 – Operation and Maintenance Manual

Objective: Provide a written document for District staff and operational personnel use describing the operation of the facility and treatment system.

- A. Prepare an operation and maintenance manual (manual) for the facility. The manual will contain a narrative section describing the various system components and their operations. Construction plan drawings and photographs will be used, as necessary, to illustrate the locations, operations, and maintenance of the various system elements. The document will also include the manufacturers' operation and maintenance information as an appendix for reference.
- B. Provide a draft manual to the District for review and comment. After District staff have provided comments on the draft manual, Gray & Osborne will provide three hard copies of the manual in three-ring binders as well as an electronic copy in PDF format.

Task 9 – Record Drawings

Objective: Document the final project as constructed with any modifications from the original design.

- A. Prepare record drawings based upon the contractor's markups, District notes and markups, and Gray & Osborne's field observations and final inspections.
- B. Provide record drawings as hard copies (three full-size and three half-size plan sets) and an electronic copy in PDF format.

BUDGET

The maximum amount payable to the Engineer for completion of work associated with this Scope of Work, including contingencies, salaries, overhead, direct non-salary costs, and net fee, is set forth in the attached Exhibit B. This amount will not be exceeded without prior written authorization of the District.

SCHEDULE

A preliminary construction management and project completion schedule is included as Exhibit C.

PERSONNEL

Key personnel for this project have changed since the Phase 1 contract. Exhibit D includes information about the Gray & Osborne staff proposed for Phase 3 of this project.

EXHIBIT B

**ENGINEERING SERVICES
SCOPE AND ESTIMATED COST**

Lake Whatcom Water & Sewer District - Division 22 Reservoir No. 2 Construction Management (Phase 3)

Tasks	Project Manager Hours	Project Engineer Hours	Civil Engineer Hours	Structural Engineer Hours	Electrical Engineer Hours	Field Inspector Hours	AutoCAD Technician Hours	Professional Land Surveyor Hours	Field Survey (2 person) Hours
Project Management	20								
Additional Design	4	40	4						
Additional Survey								4	10
In-Office Support	4	8	16	8	4				
Submittal Review			8	8	4				
Construction Meetings	32	32	32						
On-site Inspection						560			
Operation and Maintenance Manual	4	8	12						
Startup and Commissioning Plan		4	8		6				
Record Drawings			6				12		
Quality Assurance/Quality Control									
Hour Estimate:	64	92	86	16	14	560	12	4	10
Fully Burdened Billing Rate Range:*	\$115 to \$176	\$110 to \$142	\$75 to \$118	\$98 to \$168	\$102 to \$182	\$82 to \$130	\$45 to \$90	\$109 to \$128	\$144 to \$210
Estimated Fully Burdened Billing Rate:*	\$135	\$125	\$105	\$135	\$145	\$125	\$70	\$110	\$160
Fully Burdened Labor Cost:	\$8,640	\$11,500	\$9,030	\$2,160	\$2,030	\$70,000	\$840	\$440	\$1,600

Total Fully Burdened Labor Cost:	\$ 106,240
Direct Non-Salary Cost:	
Mileage & Expenses (mileage @ current IRS rate)	\$ 1,500
Subconsultant:	
Northwest Corrosion - Cathodic Protection Design	\$ 2,400
Coating Inspection	\$ 20,800
Welding Testing	\$ 3,500
Compaction Testing	\$ 8,800
Subconsultant Overhead (10%)	\$ 3,550
TOTAL ESTIMATED COST:	\$ 146,790

* Actual labor cost will be based on each employee's actual rate. Estimated rates are for determining total estimated cost only. Fully burdened billing rates include direct salary cost, overhead, and profit.

EXHIBIT C

PROJECT SCHEDULE

**LAKE WHATCOM WATER & SEWER DISTRICT
DIVISION 22 RESERVOIR NO. 2 CONSTRUCTION MANAGEMENT
(PHASE 3)**

CONSTRUCTION MANAGEMENT TASKS

District and Contractor Execute Contracts	late June 2016
Preconstruction Meeting	late June 2016
Notice to Proceed.....	TBD at Preconstruction Meeting, late June to early July 2016
Submittal Review.....	July and August 2016
Earthwork Inspection.....	as needed July 2016 to May 2017
Gray & Osborne Inspection	as needed July 2016 to May 2017
Welding Inspection	September to October 2016
Coatings Inspection.....	October and November 2016
Substantial Completion.....	April 2017
Punch List	April to May 2017
Final Completion	May 2017
DWSRF Loan Closeout Deadline.....	October 9, 2017

Note: Schedule is subject to change based on the Contractor's construction schedule.



LAKE WHATCOM WATER AND SEWER DISTRICT

AGENDA BILL

DATE SUBMITTED:	June 22, 2016		
TO BOARD OF COMMISSIONERS			
FROM: Patrick Sorensen	MANAGER APPROVAL <i>Patrick Sorensen</i>		
MEETING AGENDA DATE:	June 29, 2016		
AGENDA ITEM NUMBER:	7.0		
SUBJECT:	Manager's Report		
LIST DOCUMENTS PROVIDED ⇒ NUMBER OF PAGES INCLUDING AGENDA BILL:	1. Manager's Report		
	2.		
	3.		
TYPE OF ACTION REQUESTED	RESOLUTION <input type="checkbox"/>	FORMAL ACTION/ MOTION <input type="checkbox"/>	INFORMATIONAL/ OTHER <input checked="" type="checkbox"/>

BACKGROUND / EXPLANATION OF IMPACT

Updated information from the General Manager in advance of the Board meeting.

FISCAL IMPACT

None

RECOMMENDED BOARD ACTION

None required.

PROPOSED MOTION

None

General Manager Comments

June 29, 2016

Regular Board Meeting

8:00 a.m.

Important Upcoming Dates:

- **Meetings Associated with the Lake Whatcom Management Program:**
 - **Policy Group Meeting:** The next meeting is scheduled for **Monday, July 18, 2016** at 3:00 p.m. in the City of Bellingham's Fireplace Room located in the bottom floor of the Municipal Court Building at 625 Halleck Street. The Fireplace Room is located next to the City's Information Technology Office on the east side of the Court Building.
 - **Management Meeting:** The date for the next meeting with the Mayor and County Executive has not been set at this time.
- **Next Regular Board Meeting:** The next meeting will be held on **Wednesday, July 13, 2016** at 6:30 p.m.
- **Employee Staff Meeting:** The next staff meeting is set for **Thursday, July 14, 2016** at 8:00 a.m. in the Board Room. Commissioner Citron is scheduled to attend this meeting as he had to miss the May meeting.
- **Employee Safety Committee Meeting:** The next meeting is set for **July 14, 2016** at 9:00 a.m. in the small conference room.

Washington Association of Sewer & Water Districts (WASWD) Section III Meeting: The next Section III meeting will be held at Bob's Burger & Brew in Tulalip at 6:15 p.m. on **July 12**.

- **Whatcom Water District's Caucus Meeting:** The next Caucus meeting is set for **July 20, 2016** at 1:00 p.m. in the Board Room.

Other:

- **Committee Meeting Reports as Needed:** This is a place holder for Board and staff members to report on recent committee meetings, such as the Lake Whatcom Policy Group, since the last Board Meeting.

- **Commissioner Replacement Recruitment:** Reminder. The application deadline is presently set at June 30.
- **New District Bond Rating:** In conjunction with the recent Bond Resolution approval, and the District's interview with Standards & Poor's Financial Services our bond rating was moved up this last week from A+ to AA-. This is a big deal because it represents the financial market's impression of our financial and management strength in the municipal bond market as we go out to sell bonds on July 13 in Seattle.

Since 2009 and the subsequent recession the municipal bond rating process has become more exacting and difficult. Thanks to the Board from a policy management standpoint, staff for managing the District's operations, and special thanks to Finance Manager Debi Denton for her hard work in preparing for this bond and in her day to day management of our financial resources.