



April 14, 2005

TO: Doug Baker, City Administrator
FOR: City Council
FROM: Public Works Department
RE: **PUBLIC WORKS DEPARTMENT REPORT -- 1st QUARTER, 2005
JANUARY, FEBRUARY & MARCH**

I. MAJOR PROJECTS

Transportation

- A. SWIBS Bridge Inspection & Repair (0X346) / Status: Active
- A contract for the maintenance and repair work on the Capitol Boulevard Bridge was awarded to Protect Construction Services, Inc. of Kent, WA.
 - Work will begin in mid to late April and will be completed within 25 working days.
 - Some work will occur on the bridge deck; however, the majority of the contract work is underneath the bridge.
- B. Tumwater Boulevard (formerly Airdustrial Way) Widening – Capitol Boulevard to I-5 (0X378) / Status: Active
- Right-of-way and design details are being finalized.
 - Operations Division inventoried the trees in the medians for possible relocation and abandoned the irrigation systems.
 - Staff will be requesting authority to solicit bids for construction in the near future.
- C. Littlerock Road – Trosper to South City Limits (0X377) / Status: Active
- A professional services contract for right-of-way acquisition services was awarded to Skillings-Connolly of Lacey for appraisals, negotiations and closings. Work on this aspect will continue through 2005.
 - A professional services contract was awarded to Paramatrix of Lacey to complete the design work and provide plans and specifications for construction.
 - Puget Sound Energy is designing the overhead utility conversion and relocation.

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- D. Trospen Road Widening @ Skipper Lane (0X387) / Status: Inactive
 - Staff plans to add the Trospen Road widening work to the Littlerock Road project.
- E. Old Highway 99 & Henderson Signal (0X389) / Status: Active
 - This project is out to bid with a May 4, 2005 bid opening date.
 - It is likely that all construction work will be completed upon delivery of signal equipment, which normally has a long lead time (three months) with anticipated project completion in late 2005.
- F. Henderson Boulevard Railroad Crossing (0X394) / Status: Active
 - The city is awaiting contract information from Union Pacific, who will perform the work to install a new grade crossing and signal equipment.
- G. 2005 Sidewalk Improvements (0X201); Sidewalk Infill (0X202) / Status: Inactive
 - There has been little interest expressed in an infill project for 2005.
- H. 2005 Pavement Markings (05204) / Status: Active
 - Assessment of thermoplastic symbols and crosswalks has begun in anticipation of soliciting bids in May.
 - Paint has been ordered and shipped to Thurston County Public Works so they can stripe our streets again this year. Tentative schedule for dates are June 11th and 18th.
- I. Custer Way Strategy Plan (0X375) / Status: Active
 - Several alternatives have been developed and analyzed. The alternatives and public review will be incorporated into the city Transportation Plan.
- J. Capitol Boulevard Bike, Pedestrian & Streetscape Plan (0X376) and Local Access Plans (0X374) / Status: Active
 - A draft plan was presented to the project task force. The plan identifies preferred alternatives and recommends a design matrix to proceed with implementation. Meetings have been held with local property owners to discuss local access options. The final report is being completed and will be incorporated in the city Transportation Plan.
- K. Transportation Plan Review (0X351) / Status: Active
 - Parametrix has been selected to complete the Transportation Plan. The scope of work is being prepared and a contract should be executed in May.
- L. Tumwater Trails Plan (0X391) / Status: Active
 - Public Works staff stands ready to assist Parks & Recreation in further development of the plan.

General Government

- M. Pioneer Park Phase III (0X304) / Status: Active
 - Public Works staff is working on plans and specifications for construction. Plans should be ready in May.

- N. Barnes Lake Management District (LMD) (10095) / Status: Active
 - A public hearing on the roll of rates and charges was held before the Public Works Committee on March 3rd. Following continued consideration on March 18th, the Committee confirmed the roll, which will go before the full Council for approval in April.
 - Letters of interest are being mailed to all property owners within the LMD to solicit interest in participating on the LMD steering committee.

Water

- O. Telemetry System Upgrade (07393) / Status: Active
 - A proposal for communication services and equipment specifications was received. Due to the estimated cost and bidding laws, this project will need to move forward as an RFP/RFQ or competitive bid.

- P. Southwest Well Development (07392) / Status: Active
 - Staff is pursuing water rights and establishment of a satellite facility to provide water to at least one local property.
 - One application has been submitted to the Department of Ecology to transfer existing water rights to the site. Other options for transfers are being explored along with technical evaluations that may be needed.

- Q. North/South Transmission Main I-5 Crossing (07388) / Status: Active
 - Project was bid in March. The low bid was \$151,374.10 and was awarded to D.D.J. Construction of Ravensdale, WA.
 - Construction will begin the week of April 4th and is expected to last approximately five weeks.

- R. Custer Way Water Improvements (07396) / Status: Active
 - Design is underway. Construction will occur with the Southern Connection sewer project in 2005.
 - Operations assisted in verifying existing connections and possible improvements.

- S. Wellhead Protection Program (02104) / Status: Active
 - Staff will undertake a new round of public outreach efforts through local wellhead protection area site inspections with county staff later this year.

- T. Water Conservation Program (02108) / Status: Active
 - Free indoor water saving kits, automatic shut-off spray nozzles, rain gauges, outdoor watering guides, and \$10 rebates for purchase of a rain

barrel are available to all water customers.

- Staff has recently reviewed the potential for drought this summer. Indicators suggest the potential as “moderate,” enacting the advisory stage of the Water Shortage Response Plan, calling for community outreach advising voluntary conservation measures. Staff will continue to monitor indicators to determine future courses of action.
- Staff is coordinating with the local jurisdictions and working with media outlets to present conservation education with a unified, consistent message in a timely fashion.
- Staff is pursuing options for an in-classroom conservation program for students at area schools to be implemented later this year.

Sewer

- U. Southern Connection – Local Piping (08328) / Status: Active
 - Design for this work is underway. Construction will occur in 2005.
 - Operations has verified existing sewer connections, obtained grade information, and evaluated potential sites in preparation for this work.
- V. Sanitary Sewer Comprehensive Plan Review/Update (08331) / Status: Inactive
- W. 2005 Annual Sewer Rehabilitation Program (08336) / Status: Active
 - Operations has provided cleaning, video inspection, rating and locating for prospective sewer lines to rehab in 2005.
- X. Littlerock – Israel to Glenwood & Israel to Black Hill High School (08334) / Status: Active
 - Design options are being evaluated for compatibility with the Littlerock Road project.
- Y. LOTT-Funded Water Conservation Projects (30097) / Status: Active
 - The “Wash Wise” washing machine replacement program continues in 2005. Year-to-date 34 \$100 rebates have been given out to Tumwater residents.
 - The Water Smart Technology program continues. Staff continues to seek participants to voluntarily conserve water.
 - Staff is considering options for an “aggressive conservation” program that would potentially engage more commercial parties in conservation projects.
 - Staff has finalized an agreement to work with Puget Sound Energy to develop a restaurant facility “spray head” program to replace all spray heads used in washing dishes free of charge. This is estimated to conserve approximately 100 gallons per day per restaurant facility.

Storm

- Z. Salmon Creek Basin (09322) / Status: Active
 - Staff is completing design standards for the Salmon Creek Basin and other high groundwater areas for SEPA and CTED review.

- AA. Capitol Boulevard Repair @ Linda Street (09332) / Status: Active
 - Staff is negotiating with Pilchuck, Inc. to get the repairs made.

- BB. Storm Grate Replacement (09330) / Status: Active
 - A special order for 100 replacement grates has been made to replace some “vintage” inlet grates with a model that won’t be hazardous to bicyclists. If “proof”/sample is acceptable, the foundry will complete casting of the remainder and deliver in May.

- CC. Drainage Manual Revisions (04315) / Status: Active
 - Staff is preparing changes to the regional Drainage Design Manual for presentation to Public Works Committee in April.
 - Educational materials are being developed for the public hearing process.
 - SEPA is being prepared and planning requirements are moving forward.

- DD. Deschutes/Percival Habitat & Public Education Grant / Status: Active
Includes: Deschutes River Site 130 (09325); Watershed Signing (09326); and Deschutes Planting, Phase III (09327)
 - Due to permitting delays, the city received an extension of the grant to complete the Site 130 work during the summer of 2005. Bids have been solicited for work to begin in July.
 - Locations for watershed sign placements have been determined at Tumwater Historical Park. Operations is in the final stage of placing the signs.

- EE. Percival Creek Habitat Restoration (04318) / Status: Active
 - Native plantings weeded on January 17th, February 12th and March 5th in partnership with the Olympia Chapter of the Mountaineers.
 - Locations marked for interpretive sign placement.
 - Martin Luther King Day of Service event held January 17th.
 - Upland shrubs interplanted on east upper slope on March 5th.
 - Made field visit to Percival tributary on McConkey property to respond to citizen water quality and habitat concerns.
 - Worked with Department of Ecology Washington Conservation Corps on monitoring plan.

II. SIGNIFICANT ACTIVITIES

- A. Consumer Confidence Report, 2004
 - Staff is working again with Wright Communications to prepare the 2004

report on the city's water quality. Report will be redesigned in a new format. Anticipate a late June distribution.

- B. Cross Connection Control
- The cross connection control brochure is in final draft format and ready to publish.
 - Cross connection control ordinance revisions were adopted by Council, bringing the ordinance in line with federal and state guidelines and regulations.
 - A cross connection control site has been added to the city's web site allowing the public access to educational information and on-line submittal of the survey.
- C. Water Rights
- An application for for new water rights was submitted for the city's Southwest Wellfield.
 - Applications for change were submitted for Trails End and Well 13 water rights.
- D. Wells & Related Facilities
- Hokkaido Drilling completed decommissioning of Wells 21 and 22 at Trails End. Well 20 will be retained as a monitoring well.
 - Hokkaido also decommissioned Well 13 at the airport. That well had been replaced by other wells as far as city production capacity is concerned and was decommission to facilitate improvements being made by the Port of Olympia.
- E. Reclaimed Water
- The first agreement for distribution of reclaimed water has been approved by the cities and county.
 - A briefing session was held for elected officials on March 30th.
 - A workshop was held for operations and management staff from the jurisdictions to brief them on this new water resource and answer questions.
- F. FOG (Fats / Oil / Grease)
- Staff began coordination with LOTT for a FOG inspection and technical assistant program.
 - Staff is currently working with one business to ensure compliance with city and LOTT regulations.
- G. Stream Team
- Partnered with Lacey, Olympia, and Thurston County to provide regional Stream Team programs including
 - Stream Team Volunteer Recognition event on January 21st. Tumwater volunteers Barbara Tomford and Diana Willie were given awards for their work at the Percival Creek site.

- “Juvenile Salmon in Puget Sound” presentation on February 18th.
- Spring quarterly newsletter written, edited and distributed.
- Worked on planning interjurisdictional pet waste outreach education program.
- Planned spring outreach event for April 23rd.
- Writing and editing the Stream Team quarterly newsletter.
- Led South Sound GREEN activities including:
 - Water quality monitoring with Tumwater Middle School on Percival Creek at Sapp and Chapparel on March 3rd.
 - Facilitated “State of the Rivers” session at Student Congress on March 23rd.
- Led Friends of the Deschutes Watershed Center as president. Wrote letters of support to the legislature for Deschutes Watershed Center. Worked on Salmon Days committee to plan fall event.
- Served on Natural Resources Youth Camp board. Worked on collaborative development of new camp curriculum for 2005.
- Provided technical support to WRIA 13 advisory group.

H. Watershed Planning

- As part of an advisory committee at the Department of Ecology, staff received a briefing on progress on technical studies associated with Ecology’s Deschutes TMDL (Total Maximum Daily Loading) process. A report on the technical study will be available in Spring 2006.

I. Water Quality

- Staff developed a car wash kit program similar to Olympia’s “Clean Cars, Clean Streams,” aimed at reducing pollutant loads in the city’s storm system. Information about the program was distributed to owners of charity car wash locations and to community groups.
- Local businesses continue to be evaluated for appropriate on-site treatment options and participation in the program.
- As part of the city’s compliance with the federal NPDES program and DOH requirements, staff developed a website for public access to water resources information. The site can be reached through the city’s web page.

J. Fish Rearing Facility

- Washington Fish & Wildlife (WDFW) continues with planning and design.
- “Friends of the Deschutes Watershed”, a 501(c)(3) corporation, has been formed to guide initial development of community involvement and funding, and to advise WDFW on project development. Their website is up and running at www.DeschutesWatershedCenter.org.

K. Stormwater Facility Outreach

- The regional West Nile Virus (WNV) outreach committee will reconvene in April. During 2004, the regional group and DOH monitored the area in a similar fashion to the 2003 program. To date there have been 115

dead birds reported, of which 38 were tested for WNV. All results have been negative. There have been no human or horse cases in which WNV was contracted in Washington to date.

- Staff continues to develop and implement an on-going inspection program for private stormwater facilities. To date, staff has worked with four private facility owners to maintain proper function of stormwater facilities.
- Staff is working with county health officials to determine appropriate monitoring locations as the virus will potentially move into Washington in 2005.

L. Utility Shut-Off Notices

- 324 notices were delivered in January, with 33 actual disconnects.
- 234 notices were delivered in February, with 31 actual disconnects.
- 231 notices were delivered in March, with 29 actual disconnects.

M. New Utility Service Installations

- Per Development Services' request 98 new water services and 97 sanitary sewer connections were installed in the 1st quarter of 2005.

N. Other Maintenance Activities

- 343 "One Call" utility locates were requested in the 1st quarter of 2005.
- 64 citizen action requests were completed in January, 42 in February, and 41 in March.

O. Survey, Mapping & Project As-Built Drawing Database

- New surveys, plats, etc., are added as new documents come in from Thurston County. New as-built documents are added to the drawing database as they are accepted and become available.
- Storm and sewer utility mapping is routinely updated to reflect new development and new data gathered in the field. Hyperlinks in AutoCAD drawings created to link project as-built drawings to the maps.
- Parcel mapping updates in progress to reflect development and parcel changes of the past few years (50% complete) and to add parcel numbers. Updating of address mapping to incorporate addresses into the parcel mapping is underway (50% complete).
- Aerials – Updating of aerial photography records is 100% complete.
- City-wide easement mapping in progress – about 70% complete.
- Right-of-way vacation mapping about 90% complete.
- All information in the Public Works drawing and recorded survey databases, as well as the aerial photography, is available to city staff on the Public Works server.

P. Education / Training / Workshops

- All four members of the O&M Collections crew (Lead Danny Miller, Skilled Workers Josh Simmons and Ernie Zabala, and Maintenance Worker Curt Shields, successfully completed the Confined Space

Certification Workshop as required by the Department of Labor & Industries.

- Engineering Division Staff (Cora Baulke, Jay Cowan, David Mills and Chad Talbot) attended a one-day AutoCAD training camp sponsored by Autodesk User Group International (AUGI) on February 23rd.

Q. Personnel

- Skilled Maintenance Worker Josh Simmons completed the requirements and testing to attain certification from the Washington State Department of Health as a Water Distribution Manager 2.
- O&M Street Division Lead Bob Legg retired February 28th after 16 years of service.

/smt

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