

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

REGULAR BUSINESS MEETING
May 12, 2022

A regular meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on May 12, 2022 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003 and via Zoom.

President Englund called the meeting to order at 6:00 p.m. and asked Commissioner Miller to lead the flag salute. Members/officials present were as follows:

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|------------------|--------------------|
| Leonard Englund | President |
| Donald Miller | Vice President |
| Laura Belvin | Secretary |
| Peter Sanchez | Commissioner |
| Jeremy DelMar | Commissioner |
| *John Bowman | General Manager |
| *Steve Pritchett | General Counsel |
| *Amy Quinsey | Accounting Manager |

*Attended Board meeting remotely.

APPROVAL OF AGENDA

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Miller, the Board unanimously **approved** the agenda as presented.

CONSENT ITEMS

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** the Consent Items as presented below.

1. Payment of the accounts payable, ACH transaction fees and payroll transactions as listed in the consent item in the total amount of \$4,691,526.08.

ACTION ITEMS

#1, 2018-2021 Drinking Water Laboratory Services (2022-2023 Renewal): Joe Bolam reported that this matter was presented to the Board at the April 28, 2022 Board meeting. Staff is recommending to increase the contract value by \$77,781.45 and continue the contract for water testing services through June 30, 2023.

Upon motion of Commissioner Belvin, which was duly seconded by Commissioner DelMar, the Board unanimously **approved** the General Manager to execute Change Order #2 to

the 2018-2021 Drinking Water Laboratory Services contract, in order to increase the contract amount by \$77,781.45 and extend the term by one year.

#2, Single Source Waiver Approval and Cityworks PLL Purchase: Steve Kincade reported that at the last Board meeting on April 28, 2022, staff presented this matter to the Board. Staff is recommending that the Board approve the Single Source Waiver and authorize the General Manager to purchase Cityworks PLL and the annual technical support package in the combined amount of \$146,250.00 over a three-year term.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner DelMar, the Board unanimously **approved** the Single Source Waiver and **authorized** the General Manager to purchase Cityworks PLL and the accompanying annual technical support package for a total amount of \$146,250.00 over a three-year term.

#3, Flow Meter Purchasing: Fei Tang reported that this item was presented to the Board at the April 28, 2022 Board meeting. Staff is recommending that the Board approve the Single Source Waiver and authorize the General Manager to purchase six flow meters from Bainbridge Associates.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Miller, the Board unanimously **approved** the Single Source Waiver for this purchase and **authorized** the General Manager to purchase six flow meters from Bainbridge Associates at a cost not to exceed \$140,000.

#4, 2020 Lakota Liquid Stream Improvements Phase II Change Orders: Molly Du reported that the Lakota Liquid Stream Improvements Phase II project is currently in the startup and commissioning phase of construction. In August of 2020, the construction contract was awarded to Stella J Corporation with a contract value of \$5,726,710 that included a force account of \$250,000 for unforeseen work associated with the construction.

Ms. Du informed the Board that there were 24 items for time and material work over the course of the project, and that today staff received the current estimates for final Time and Material costs for these items, which exceeds the force account budget by approximately \$77,600. Ms. Du reported that there is one additional task that staff proposes to have the contractor complete that consists of replacing an existing 36-inch 90 degree elbow on the grit basin influent (GBI) that has erosion of the lining. During this Phase II construction project, the contractor installed a new 24" maintenance bypass line which allows the existing 36" GBI line to be drained for inspection. Inspection by CCTV inspection verified internal deterioration at the bend and joints. Staff is recommending replacing the existing elbow at this time under the Stella J contract. The District would make plans to line the pipe at a future date. Stella J is willing to perform the work on a time and material basis. Ms. Du informed the Board that staff estimates the cost at approximately \$80,000, including tax. Staff is asking the Board to consider a contract amendment in the amount of \$171,000.

Upon motion of Commissioner DelMar, which was duly seconded by Commissioner Sanchez, the Board unanimously **authorized** the General Manager to execute a change order to increase the 2019 Lakota Liquid Stream Improvements Phase I contract value by \$171,000, including tax, and **authorized** the work to replace the elbow.

#5, Board Meeting Schedule: Steve Pritchett reported that the Water Conservation Poster Contest ceremony is scheduled for the next Board meeting on May 26th at 6:30 p.m. The Board may wish to start the Board meeting on May 26th at 5:00 p.m. to allow enough time to review regular agenda items prior to the ceremony.

Upon motion of Commissioner Miller, which was duly seconded by Commissioner Sanchez, the Board unanimously **set** a special meeting on May 26, 2022, to start the Board meeting at 5:00 p.m.

INFORMATION ITEMS

#1, Redondo Basin Flow Diversion Feasibility Study: Fei Tang reported that in March 2021, staff advertised for Requests for Proposals to perform a feasibility study, and potentially provide design and construction management services, for a project to divert peak winter wastewater flows from the Redondo basin to the Lakota Wastewater Treatment Plant. At the May 27, 2021 Board meeting, the Board approved the ranking order of the two proposals received.

Mr. Tang reported that staff has negotiated a proposed scope of work for the initial feasibility study phase with the top ranked engineering firm, Brown and Caldwell. Mr. Tang informed the Board that the objective of the study is to sufficiently size the diversion to resolve hydraulic capacity issues at Redondo and identify system constraints that may limit the capacity of the flow being delivered and treated at the Lakota Wastewater Treatment Plant. Mr. Tang reported that the proposed scope of work has an estimated timeline of 15 months to complete and that the proposed budget to perform this initial work is \$432,514. Discussion was held on items that will be evaluated in the study.

#2, ArcGIS Small Utility Enterprise Agreement Renewal - 3 Years: Don Feierabend reported that the District's current Arc/GIS license agreement will expire on June 6, 2022 and a 3-year term renewal is needed for continued support of the District's Computerized Maintenance Management System (CMMS) and other current and future GIS initiatives.

Mr. Feierabend reviewed a spreadsheet with the Board that he prepared showing the costs savings in using ESRI's Small Utility Enterprise License Agreement (SUELA) vs. a la carte pricing.

Mr. Feierabend reported that the licensing costs for June 7, 2022 through June 6, 2025 are proposed at the rate of \$27,500.00 per year for a total cost of \$90,832.50 for the 3-year term, including applicable sales tax. Mr. Feierabend informed that Board that this purchase will also require Board approval of a single source waiver and that staff is requesting that this matter be moved to action tonight.

Upon motion of Commissioner DelMar, which was duly seconded by Commissioner Sanchez, the Board unanimously **amended** the agenda to add **Action Item #6, ArcGIS Small Utility Enterprise Agreement Renewal - 3 Years Approval.**

Action Item #6, ArcGIS Small Utility Enterprise Agreement Renewal-3 Years: Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Miller, the Board unanimously **approved** a Single Source Waiver and the ArcGIS Small Utility Enterprise Agreement Renewal – 3 Years in the amount of \$90,832.50, including sales tax.

#3, GIS Technical Support Services Contract: Steven Kincade reported that the Geographic Information System (GIS) Technical Support Services Contract will expire on June 30, 2022. Mr. Kincade reviewed the attached Project List and the Current System and Proposed System Integrations with the Board. Discussion was held on training that will be necessary for staff and coordination of the integrations.

Mr. Kincade reported that staff is recommending establishing a new contract with Woolpert in order to update contractual language and to continue having them provide general technical support services on several high-priority GIS projects for the District. The total budget proposed for the new contract is \$450,000 over a three-year term. Mr. Kincade mentioned that if the Board approves of the new proposed general services contract with Woolpert, staff will also be requesting authorization to issue task orders to begin work on the three key projects with the consultant that are attached to this information item as Exhibit A and diagramed on Exhibit B.

#4, 2020 Lakota WWTP Solids System Improvements Phase I Project - Amendment 9 for Additional Final Design Services: Molly Du reported that the Board authorized the final design phase of the 2020 Lakota Wastewater Treatment Plant Solids System Improvements Phase project in July of 2021 at a current cost of \$1.35M. Ms. Du informed the Board that with the design work at about 60% complete, staff has identified the need for additional design services to effectively address Phase I improvements in both the digestion building and the dewatering area of the Lakota plant. The most recent estimate for the construction phase of the project is \$18M, with a range from \$15 to \$21M.

Ms. Du reported that the most significant addition is a proposed replacement of the C3 (non-potable) water piping in the digestion building and the dewatering area. The planned project involves connections and extension to seal water line from the C3 piping, which is reaching the end of its useful life. Ms. Du reported that the next most significant addition is for a fire and life safety code analysis. Ms. Du informed the Board that South King County Fire and Rescue has

reviewed the District's request for phased compliance of the digester unit with current fire and life safety codes and requested that an independent assessment be conducted of the proposed approach.

Ms. Du reported that other design scope modifications include: a geotechnical and structural analysis of the existing holding tank that would either use a water seal incorporating a launder, or a second approach using a membrane seal; structural analysis of enlarged access hatches in the existing holding tank, modify lifting crane rails, modifications of existing spaces for separate dewatering and electrical rooms; additional demolition and relocation design work, and coordination with other District project work. Ms. Du reported that the proposed additional final design services are estimated to cost approximately \$350,000 and that they do not include any additional electrical engineering design services that may arise depending on a power availability study that is underway.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner Miller reported that he attended the PNWS-AWWA conference, General Manager's meeting, and the Safety and EMAC meetings.

Commissioner DelMar reported on the EMAC meeting that he attended and mentioned that he was briefed on the WASWD Legislation meeting that was held today.

Commissioner Belvin reported that she attended the Federal Way Chamber Luncheon and reported on the proposed fish passage at Enchanted Parkway that would require relocation of District facilities.

Commissioner Sanchez reported on the Safety meeting he attended. He also reported on the Labor Relations Institute Conference that he attended in Yakima.

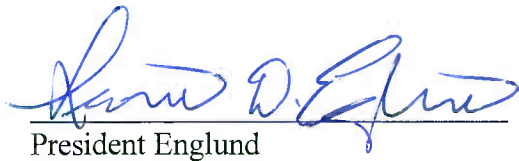
Commissioner Englund reported that he attended the PNWS-AWWA conference, AWC Labor Relations conference and the General Manager's meeting.

STAFF REPORTS

General Counsel: Mr. Pritchett mentioned the June to June CPI rate used to determine salary ranges for represented and non-represented employees in 2023 is anticipated to be even higher than the current CPI increase.

General Manager: Mr. Bowman reported that he attended the PNWS-AWWA and ACW Labor Relations conferences and reported on the General Manager's meeting that he attended remotely.

The meeting concluded at 9:00 p.m.



President Englund

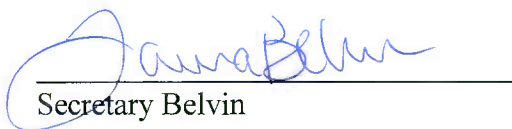
Yea Nay Abstain

ATTEST:



Vice President Miller

Yea Nay Abstain



Secretary Belvin

Yea Nay Abstain



Commissioner Sanchez

Yea Nay Abstain



Commissioner DelMar

Yea Nay Abstain