

LAKEHAVEN WATER AND SEWER DISTRICT
King County, Washington

SPECIAL BUSINESS MEETING
July 18, 2019

A special meeting of the Board of Commissioners of the Lakehaven Water and Sewer District, King County, Washington, was held on July 18, 2019 at Lakehaven Center, 31531 First Avenue South, Federal Way, Washington 98003.

President Miller called the meeting to order at 2:00 p.m. and asked Commissioner McClain to lead the flag salute. Members/officials present were as follows:

Donald Miller	President
Peter Sanchez	Vice President
Leonard Englund	Secretary
Timothy McClain	Commissioner
John Bowman	General Manager
Steve Pritchett	General Counsel
Morgan Dennis	Director of Finance/Information Services
Ken Miller	Engineering Manager

Upon motion of Commissioner Sanchez , which was duly seconded by Commissioner McClain, the Board unanimously **excused** Commissioner Nowicki from the meeting.

APPROVAL OF MINUTES

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner McClain, the Board unanimously **approved** the Board minutes of May 23, 2019.

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Sanchez, the Board, with Commissioners Miller, Sanchez and McClain voting in the affirmative and Commissioner Englund abstaining, **approved** the Board minutes of June 13, 2019.

APPROVAL OF AGENDA

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Englund, the Board unanimously **approved** the agenda as presented, with Action Item #5 to be heard after Executive Session.

CONSENT ITEMS

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

1. 2019 Tanks 1 and 4 Exterior Recoating Project.

2. Payment of the accounts payable, ACH transaction fees and payroll transactions as listed in the consent item in the total amount of \$1,633,984.98.

ACTION ITEMS

#1, 2019 Risk and Resilience Assessment Contract, (19-1445): Tim Osborne reported that at the April 11th, 2019 Board Meeting, staff presented this matter to the Board and informed the Board of the need for a Risk and Resilience Assessment (RRA) and Emergency Response Plan (ERP) which is required to be completed by March 31, 2020 and September 30, 2020, respectively, and certified by the USEPA per the America's Water Infrastructure Act (AWIA).

On May 9th, 2019, the Board approved the consultant ranking order and authorized the General Manager to negotiate a contract with Jacobs Engineering.

Staff has worked with Jacobs Engineering to finalize the draft scope and budget (Refer to Exhibits A & B). The engineering services are acceptable to staff along with the estimated fee of \$399,950. Staff listened to comments from the Board and answered their questions.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner McClain, the Board unanimously **approved** the General Manager to execute a contract with Jacobs Engineering for the 2019 Risk and Resilience Assessment Contract in an amount not to exceed \$399,950.00 for a RRA and ERP to be completed by March 31, 2020 and September 30, 2020, respectively.

#2, Well 7 Pump and Motor Replacement: Tim Osborne reported that back in September of 2018, staff reported to the Board that Well 7's pump and motor failed and needed to be replaced. Since that time, the failed pump and motor were removed and the well was cleaned and rehabilitated in preparation for the replacement work.

On June 6th, 2019, The District solicited bids through the Municipal Research and Services Center's small works roster to purchase and install a complete new well assembly as specified by the District.). Bid documents were requested by ten (10) prospective bidders. The engineer's estimate was \$48,433.00 (incl. taxes).

On July 2nd, 2019, the District received a single bid in the amount of \$55,000.00 (incl. taxes) from PumpTech, Inc. of Bellevue, Washington. The bidder proposed a 30HP motor in place of the specified 25HP motor. The District also received comments from one prospective bidder that the pump and motor specifications were unnecessarily restrictive.

Staff believes that it would be prudent to reject the current bid and reevaluate the contract specifications and scope of work.

Upon motion of Commissioner Sanchez, which was duly seconded by Commissioner Englund, the Board unanimously **rejected** the 2019 Well 7 Pump Motor Replacement bid for good cause and directed staff to re-evaluate the contract provisions, and resolicit bids to accomplish the proposed work.

#3, 2019 Lakota WWTP Improvements Project – Amendment 4 for Additional Final Design Services: Molly Du reported that during the design phase of the “2018 Lakota Wastewater Treatment Plant (WWTP) Improvements” project, staff identified the need for three additional improvements in the return activated sludge control system and the secondary treatment system: (1) Return Activated Sludge Hypochlorination, (2) Secondary Treatment Chemical Feed, and (3) a Sludge Blending Tank Bypass. At the March 28, 2019 Board meeting, the Board of Commissioners approved Amendment 3 requesting the design consultant, HDR, to provide preliminary design services for these three additional items.

In addition, due to the unknown conditions of the 90 degree elbow on the grit influent pipe, the original contract only included the preliminary design service of the 90 degree elbow replacement. During the preliminary design, HDR recommended adding a 24-inch grit maintenance pipeline to bypass the grit removal system. This addition will save the cost of the bypass pumping when replacing the 90 degree elbow and the isolation gates at the grit removal influent channel, as well as provide operation and maintenance flexibility at the headworks area in the long term.

The preliminary design of these four additional system improvements has been completed. HDR is proposing the scope of services and budget to perform the final design of these four system improvements. The proposed scope is included as Exhibit A and the proposed budget in the amount of \$431,540.00 is included as Exhibit B.

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Englund, the Board unanimously **approved** the amendment to the 2018 Lakota Wastewater Treatment Plant Improvements contract with HDR in the amount of \$431,540.00 for additional final design services, as shown in Exhibit A.

#4, Lakota and Redondo WWTP’s Odor Control Systems Pre-Design Phase – Amendment Number 3: Ken Miller reported that at the January 12, 2017 Board Meeting, the General Manager and staff were authorized to enter into a contract with Carollo Engineers for the Lakota and Redondo Odor Control System Evaluation and Improvements. Since the start of the project, several equipment condition reports and technical memos have been developed and staff has worked with Puget Sound Clean Air Agency on several issues relating to maintenance.

As the projects at both plants have developed and more information has been gathered and analyzed, it has become clear that major electrical work will be needed prior to, or possibly in conjunction with, the odor control project. Both plants will require additional feeders, standby generators and upgrades to the existing systems. There are also issues with the existing HVAC

systems at both plants due to the age and/or condition of the equipment and a new air make-up fan for the Lakota headworks room appears to be needed.

The proposed amendment will complete the preliminary design work and further define the final scope of work. Work items will include analyzing the use of lower covers on the primary clarifiers at Redondo and further study of the electrical and HVAC systems at both plants. The scope of work is attached as Exhibit A and the budget is attached as Exhibit B.

Upon motion of Commissioner Englund, which was duly seconded by Commissioner Sanchez, the Board unanimously **approved** Amendment 3 to the Lakota and Redondo WWTP's Odor Control Systems design work with Carollo Engineers in the amount of \$395,750.00.

INFORMATION ITEMS

#1, Redondo Primary Clarifier Duct Installation and Removal: Howard Moreland reported that the District is currently in design with Carollo Engineering to replace the East and West Odor Control Systems at Redondo WWTP. Seattle Mechanical installed a temporary new inlet air supply duct into the center of Primary Clarifier (PC) #2 in 2018 because the deteriorated ductwork could not be repaired. Staff is recommending a temporary new inlet air duct be installed into the center of the PC #1 and the remaining dispersion air ducts in both PC #1 and PC #2 be removed to prevent them from falling into the clarifiers.

The District contacted three mechanical contractors to perform the proposed work. Seattle Mechanical was the lowest responsive bidder for a total cost of \$30,888.00. The Board asked staff to bring this back as a consent item at the next Board meeting.

#2, Water Main Improvements – SR 509 from 9th Place S. to 11th Place S.: Ken Miller reported that on June 5 2018, staff received notification from the City of Federal Way (City) of a shoulder widening and sidewalk project along Sacajawea Middle School's northwestern frontage on S. Dash Point Road. The notification included a link to a "30-percent" complete plan set and an invitation to a utility coordination meeting on June 25, 2019.

Subsequent communications with the City indicated that much of the improvements will reduce the cover over the pipe, and that advertisement for bids will need to be approved by the City Council in September in order to meet the Transportation Improvement Board's funding requirements. Accordingly, the City's project delivery schedule anticipates 85-percent completion of the Plans by the end of July. Due to the limited design time staff requested and the General Manager has authorized a \$20,000 partial design scope with KPG, the District's current Civil Engineering, Land Survey, and Construction Management consultant, to begin the design work. The complete design scope is anticipated to cost approximately \$42,000 and staff with recommend approval of the full design scope at the Board meeting on July 25, 2019.

District and City staff have discussed using an Interlocal Agreement (ILA) to allow the District to include replacement and relocation of the water main in the City's contract. As currently envisioned, the project would involve removal of the existing water main and replace it with approximately 770 -LF of 8-in. ductile iron pipe paralleling the school site's northern frontage.

The preliminary total project cost is estimated at \$500,000.00. A schematic representation of the anticipated improvements is attached as "Exhibit A – Project Schematic": Assuming an ILA with the City will be utilized for construction, staff will bring an ILA back to the Board at a future meeting.

#3, 2019 – 2022 Regenerative Parking Lot Cleaning Services: Dale Haase reported that the District has maintained a contract for routine parking lot sweeping services for over a decade. With the current contract having ended in June, Staff is currently soliciting for bids on a new "2019-2022 Regenerative Parking Lot Cleaning Services" contract. This service is typically performed quarterly at the District's Lakota Treatment Plant, Redondo Treatment Plant, Administration office campus, and at other areas if needed for emergency services.

This is a proposed three-year contract with the ability to extend the contract for another three years. The estimated cost of the contract for the first three years is \$30,000.00 (\$10,000.00 a year) and, if extended an additional three years, the estimated total cost of the contract is \$62,450.00. The Bid opening for this contract is scheduled on July 24, 2019. After the bid opening, staff will be bringing its recommendation back to the Board for consideration.

#4, Lakota WWTP Admin Roof and HVAC Replacement Project: Ken Miller thanked Mary Young for getting this contract out so quickly and reported that this project is going out for bid in August of this year. Mr. Miller reported that the estimated cost for the improvements is closer to 1.1 million as opposed to the 1.0 million stated in the information item. Mr. Bowman added that the lab will be shut down for a period of time during the HVAC installation and that some of the lab work will need to be sent out as a result.

COMMITTEE REPORTS/COMMISSIONER COMMENTS

Commissioner McClain reported on the Safety and WASWD Section IV meetings that he attended.

Commissioner Sanchez reported that the amphitheater outside of the Water Conservation Garden has been covered in graffiti and that the boards on top of some of the benches are down with nails coming up. John Bowman reported that staff has been instructed to tear the amphitheater area down for safety reasons

Commissioner Englund reported on the Chamber of Commerce luncheon and Commissioners' meeting he attended. He also reported on the Government Entities meeting that the District hosted last week.

Commissioner Miller reported on the Safety and EMAC meetings he attended. He also reported that he attended the Commissioner's meeting and Chamber luncheon.

STAFF REPORTS

General Counsel: Mr. Pritchett provided an update on the City of Federal Way lawsuit appeal.

He reported that there is a meeting set for June 24th to review the proposals submitted by the GC/CM and that there will be a presentation made to the Board at the June 25th Board meeting. He informed the Board that Mike Purdy may be assisting with the evaluation process.

Mr. Pritchett reported that he will give a short presentation to the Board on low-income discount rates at the next Board meeting.

Director of Finance/Information Systems: Mr. Dennis had no report.

Engineering Manager: Mr. Miller gave an update on the I/I project up north and stated that it is going very well.

General Manager: Mr. Bowman reported on two small main breaks that occurred last Friday. He also reported on the side sewer back-up that he had declared an emergency back in June of this year, and that approximately \$41,000.00 has been spent so far on this. He added that \$10,000 was for the bond for an emergency contractor and that there is still some paving working left on this.

EXECUTIVE SESSION

At approximately 4:12 p.m., the regular meeting was recessed in order to conduct an executive session pursuant to RCW 42.30.110(1)(i) for the purpose of discussing potential litigation. It was stated that the executive session would last approximately 15 minutes and that action is contemplated. At approximately 4:27 p.m. the executive meeting was extended another 10 minutes. At approximately 4:37 p.m., the executive meeting was extended another 5 minutes. At approximately 4:42, the executive session was adjourned and the regular meeting was reconvened.


ACTION ITEMS (Cont.)

#5, Well 31T – Easement Compensation Approval:

Upon motion of Commissioner McClain, which was duly seconded by Commissioner Englund, the Board, with Commissioners McClain, Englund and Miller voting yes and Commissioner Sanchez abstaining, **approved** the payment of \$60,000.00 to owners of property at Well 31T in full settlement of all existing claims.

ADJOURNMENT


There being no further business to come before the Board, the meeting was adjourned at approximately 4:43 p.m.



President Miller

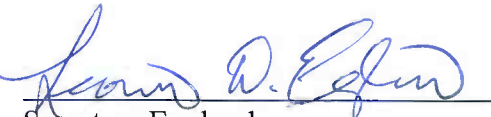
Yea Nay Abstain

ATTEST:



Vice President Sanchez

Yea Nay Abstain




Secretary Englund

Yea Nay Abstain

ABSENT

Commissioner Nowicki

Yea Nay Abstain



Commissioner McClain

Yea Nay Abstain