

AGENDA
GIG HARBOR CITY COUNCIL MEETING
Monday, June 13, 2022 – 5:30 p.m.
Virtual Meeting

This meeting may be accessed through Zoom at <https://zoom.us/j/93216056382> or by calling (253) 215-8782 and entering Meeting ID 932 1605 6382. Please see the Public Comment & Decorum section at the end of this agenda for information on options to make public comment.

CALL TO ORDER/ROLL CALL

PLEDGE OF ALLEGIANCE

LAND ACKNOWLEDGMENT

Before we begin this Council Meeting we would like to recognize that we are gathered on not only the ancestral and traditional lands of the sx̣wəbabč band of the Puyallup Tribe of Indians, but also on the site of one of the largest and longest standing historic villages of the people, the original inhabitants of the Gig Harbor area.

CHANGES TO THE AGENDA

CONSENT AGENDA

1. City Council Minutes

Documents:

[City Council Minutes - May 23, 2022.pdf](#)
[City Council Study Session Minutes - May 26, 2022.pdf](#)
[City Council Special Meeting Minutes - June 1, 2022.pdf](#)
[City Council Special Meeting Minutes - June 6, 2022.pdf](#)

2. Professional Services Contracts – North Creek Culvert Replacement Feasibility Study

Documents:

[AGENDA BILL North Creek Culvert Replacement Feasibility Study PSC.pdf](#)

3. Wilkinson Farmhouse Lease Agreement Amendment

Documents:

[AGENDA BILL Wilkinson Farmhouse Lease Agreement Amendment.pdf](#)

4. Professional Services Contract 38th Ave Half-Width-

Roadway Improvements Phase 2

Documents:

[AGENDA BILL 38th Ave Half-Width-Roadway Improvements Phase 2
PSC.pdf](#)

5. Approval of Payroll

Check numbers 8357 through 8360 and direct deposit transactions in the amount of \$507,989.97.

6. Approval of Vouchers

Check numbers 98024 through 98143 and ACH payments in the amount of \$1,403,022.75.

PRESENTATIONS

1. Gig Harbor BoatShop Annual Report - BoatShop Finance Director Sigurros Welborn

Documents:

[2021 Gig Harbor BoatShop Annual Report.pdf](#)
[2021 Annual Report Presentation.pdf](#)

2. Pierce County Fire Protection District No. 5 (Gig Harbor Fire & Medic One) Proposition No. 1 - Chief Dennis Doan

Documents:

[Gig Harbor Fire Bond Update.pdf](#)

MAYOR'S REPORT

CITY ADMINISTRATOR'S REPORT

PUBLIC COMMENT ON NON-AGENDA ITEMS

NEW BUSINESS

1. Resolution 1250 Expressing Support for Pierce County Fire Protection District No. 5 (Gig Harbor Fire & Medic One) Proposition No. 1 Titled "Bonds for Fire Station and Training Facility"

Suggested Motion: Move to approve Resolution 1250

- a) Report: Interim City Administrator Katrina Knutson
- b) Clarifying questions from Council
- c) Public comment
- d) Council deliberation and action

Documents:

[AGENDA BILL Resolution 1250.pdf](#)

2. Public Hearing: Resolution 1249 Adopting 2023-28 Six-Year Transportation Improvement Program (TIP)

Suggested Motion: Move to approve Resolution 1249

- a) Report: Interim City Engineer Aaron Hulst
- b) Clarifying questions from Council
- c) Public hearing
- d) Council deliberation and action

Documents:

[AGENDA BILL Resolution 1249.pdf](#)

3. Ordinance 1488 Relating to Fireworks Sale and Discharge Regulations; Amending Chapter 8.20 of the Gig Harbor Municipal Code, Fireworks

Suggested Motion: None. Ordinance will return for second reading on June 27.

- a) Report: Building Official/ Fire Marshal Paul Rice
- b) Clarifying questions from Council
- c) Public comment
- d) Council deliberation and action

Documents:

[AGENDA BILL Ordinance 1488.pdf](#)

[PUBLIC COMMENT - New Business 3.pdf](#)

4. Ordinance 1489 Amending Chapter 8.28 of the Gig Harbor Municipal Code to Reflect Civil Penalty for Exceeding Moorage Time Limits at Jerisich Dock

Suggested Motion: None. Ordinance will return for second reading on June 27.

- a) Report: Police Chief Kelly Busey
- b) Clarifying questions from Council
- c) Public comment
- d) Council deliberation and action

Documents:

[AGENDA BILL Ordinance 1489.pdf](#)

COUNCIL REPORTS / COMMENTS

ANNOUNCEMENT OF UPCOMING MEETINGS

Documents:

[Agenda Planning Schedule.pdf](#)

[City of Gig Harbor Two-Year Strategic Plan 2022-2023.pdf](#)

EXECUTIVE SESSION

To discuss the acquisition of real estate per RCW 42.30.110(b) and to evaluate the qualifications of an applicant for public employment per RCW 42.30.110(1)(g).

ADJOURN

PUBLIC COMMENT & DECORUM

The City Council desires to allow a maximum opportunity for public comment.

However, the business of the City must proceed in an orderly, timely manner. The purpose of a Council meeting is to conduct the City's business; it is not a public forum.

Speakers will be allotted 3 minutes per individual, unless revised by the Mayor. Anyone making "out of order" comments may be subject to removal from the meeting.

Public comment may be made remotely via Zoom or by phone during designated portions of the meeting. To speak during the meeting, press the Raise Hand button near the bottom of your Zoom window or press *9 on your phone. Please refrain from raising your hand until the Mayor has announced that she has opened the public comment portion of the meeting. Your name or the last three digits of your phone number will be called out when it is your turn to speak. When using your phone to call in, you may need to press *6 to unmute yourself. All speakers will have up to three minutes to speak.

Instead of making oral comment, written comments may be submitted to the City Clerk at cityclerk@gigharborwa.gov at least 4 hours in advance of the meeting start time. Written comments must include the words "FOR PUBLIC COMMENT" in the subject line of the email and must be able to be read within the 3-minute time limit. Persons submitting written comments must include their name and address with their comments. All written comments submitted in this manner will be included in the online packet for the meeting and will be forwarded to the Mayor and councilmembers for their review. Written comments will be read aloud during the meeting upon the request of the commenter.

All remarks shall be addressed to the Council as a body and not to any specific councilmember. All speakers shall be courteous in their language and deportment and shall not engage in or discuss or comment on personalities or indulge in derogatory remarks or insinuations with regard to any councilmember, the Mayor, or any member of the staff or the public.

There will be no demonstrations during or at the conclusion of any public comment.

These guidelines are intended to promote an orderly system of holding a public meeting, to give every person an opportunity to be heard and to ensure that no individuals are embarrassed by voicing their opinions.

AMERICANS WITH DISABILITIES (ADA) ACCOMMODATIONS

ADA accommodations can be provided upon request. Those requiring special accommodations should contact the City Clerk at cityclerk@gigharborwa.gov or (253) 853-7613 at least 24 hours prior to the meeting.

MINUTES FOR GIG HARBOR CITY COUNCIL MEETING
Monday, May 23, 2022 – 5:30 p.m.
Virtual Meeting

CALL TO ORDER / ROLL CALL: Mayor Markley called the meeting to order at 5:31 p.m. Councilmembers Barber, Denson, Henderson, Lykins, Storset and Woock were present. Councilmember Rodenberg was excused.

CHANGES TO THE AGENDA: Consent Agenda #8 was moved to New Business #2 at the request of Councilmember Woock.

CONSENT AGENDA:

1. City Council Minutes - City Council Minutes - May 9, 2022; City Council Study Session Minutes - May 12, 2022; City Council Special Meeting Minutes - May 17, 2022
2. Approval of Vouchers - Check numbers 97867 through 98023 and ACH payments in the amount of \$1,346,427.81.
3. Interlocal Cooperative Purchasing Agreement with Washington Learning Source
4. Interlocal Agreement with Kitsap County for the West Sound Stormwater Outreach Group
5. Resolution 1244 Authorizing an RCO Grant Application for the North Creek Culvert Replacement Feasibility Study
6. Interlocal Agreement with Gig Harbor Fire for CPR/First Aid Instructor Training
7. Resolution 1245 Authorizing the Submittal of a Safe Routes to School Grant Application for the Prentice Avenue/Fennimore Street Half-Width Roadway Improvement Project

MOTION: Move to approve the Consent Agenda (Storset/Barber).

VOTE: Unanimously approved.

PRESENTATIONS: Mayor Markley read a proclamation for Public Works Week. Public Works Director Jeff Langhelm highlighted some of the work accomplished by Public Works staff.

Harbor History Museum Director Stephanie Lile gave a presentation outlining a proposed Peninsula Cultural Arts District.

MAYOR'S REPORT: Mayor Markley announced that Katrina Knutson has been appointed as Interim City Administrator following the unexpected resignation of Linda Kelly. Jeff Langhelm provided an update on the Harborview/Stinson Intersection Improvement project.

CITY ADMINISTRATOR'S REPORT: Interim City Administrator Katrina Knutson announced the Shannon Costanti has been promoted to Interim HR Director. Principal Planner Carl de Simas and Building Official/Fire Marshal Paul Rice will be filling Community Development Director duties while Ms. Knutson is acting as City

Administrator. Ms. Knutson also reported that a resolution is being prepared to declare Juneteenth as a City holiday.

PUBLIC COMMENT ON NON-AGENDA ITEMS: Ann French, Laurie Klevan, Marilyn Wickers, Jaymel Naethe, Nancy Travis, Chris Myers, and Jean Judy submitted written comments related to fireworks. Thomas Wick commented on Pierce County Regional Council meetings. Mary Kazlusky and Gee Hecksher commented on the Gig Harbor Sports Complex. Howard Cushner, Wes Friedman, Dave Arterburn and Randolph Wickers commented on fireworks. Sara Stewart commented on the need for sidewalks at the south end of the Cushman Trail.

NEW BUSINESS:

1. **Resolution 1246 Declaring the Month of June as LGBTQ+ Pride Month in the City of Gig Harbor** – City Clerk Josh Stecker introduced the resolution and Councilmember Lykins thanked the Council and community for its support in preparing the resolution. Public Comment: Sara Stewart commented in support of the resolution.

MOTION: Move to approve Resolution 1246 (Lykins/Barber).

VOTE: Unanimously approved.

2. **Professional Services Contract with 3J Consulting, Inc., for On-Call Private Development Review Assistance** – Public Works Director Jeff Langhelm outlined the scope off the contract.

MOTION: Move to approve and authorize the Mayor to execute a Professional Services Contract with 3J Consulting, Inc. for on-call private development review assistance to support Public Works Engineering Division private development review processes, in an amount not to exceed \$63,484.00 (Woock/Lykins).

VOTE: Unanimously approved.

COUNCIL REPORTS / COMMENTS: Councilmember Barber announced Pride Month celebration flags being displayed downtown. Councilmember Woock reported on the most recent Pierce County Regional Council Meeting. Councilmember Lykins reported that she and Councilmember Storset are working on forming a Youth Council.

ADJOURN: The meeting adjourned at 7:02 p.m.



Joshua Stecker, CMC
City Clerk

MINUTES FOR GIG HARBOR CITY COUNCIL STUDY SESSION
Thursday, May 26, 2022 – 2:00 p.m.
Virtual Meeting

CALL TO ORDER / ROLL CALL: Mayor Markley called the meeting to order at 2:02 p.m. Councilmembers Barber, Denson, Henderson, Lykins, Storset, and Woock were present. Councilmember Rodenberg was excused.

DISCUSSION ITEMS:

1. **Gig Harbor Sports Complex** – Interim City Administrator, Katrina Knutson, introduced Jeff Langhelm, Public Works Director, who presented some history on the Sports Complex and briefly discussed the project timeline. He also addressed Council questions.

Matthew Keough, Parks Director, provided Council with a recap on the Sports Complex Open House that was held on May 7.

Aaron Hulst, Interim City Engineer, discussed the plans for Phase 1B of the project and addressed Council questions.

2. **Fireworks Code Amendments** – Paul Rice, Building Official/Fire Marshall, and Chief Kelly Busey discussed the possibility of legislative changes regarding the use of fireworks in the city.

EXECUTIVE SESSION: Council went into Executive Session for 20 minutes at 4:04 p.m. to discuss potential litigation per RCW 42.30.110(i). Mayor Markley announced that no action will be taken following the Executive Session. Council returned to regular session at 4:27 p.m.

2. **(Cont.) Fireworks Code Amendments** – Council directed staff not to pass an emergency ban, but instead to prepare an Ordinance banning fireworks, which will allow the community to weigh in at a Council hearing.

EXECUTIVE SESSION: Council went into Executive Session for 10 minutes at 4:45 p.m. to discuss the acquisition of real estate per RCW 42.30.110(b). Mayor Markley announced that no action will be taken following the Executive Session. At 4:55 p.m. the Executive Session was extended an additional 5 minutes to 5:00 p.m. At 5:01 p.m. the Executive Session was extended an additional 5 minutes to 5:06 p.m. Council returned to regular session at 5:07 p.m.

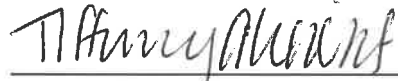
GENERAL DISCUSSION/ANNOUNCEMENTS:

Councilmember Woock inquired if the new sidewalk going in on 38th St would have less of an impact on trees if it were placed on the west side of the street. Jeff Langhelm, Public Works Director, informed Council that the scope of work and fee for the improvements will be finalized tomorrow and making amendments at this late hour may be detrimental. Council directed staff to continue in the direction already decided.

Councilmember Barber inquired about placing flags in planters at city parks in support of Pride Month. Staff will look at options for the Council to show support of community members during June's Pride Month.

Joshua Stecker, City Clerk, announced there will be a Special City Council Meeting on June 1, 2022 at 2:00 p.m.

ADJOURN: The meeting adjourned at 5:36 p.m.

A handwritten signature in cursive script, appearing to read "Tiffany Aliment", written over a horizontal line.

Tiffany Aliment
Assistant City Clerk

MINUTES
GIG HARBOR CITY COUNCIL SPECIAL MEETING
Wednesday, June 1, 2022 – 2:00 p.m.
Virtual Meeting

CALL TO ORDER / ROLL CALL: Mayor Markley called the meeting to order at 2:01 p.m. Councilmembers Barber, Denson, Henderson, Lykins, and Woock were present. Councilmember Rodenberg joined during agenda item #2. Councilmember Storset was excused.

NEW BUSINESS:

1. Resolution 1247 Declaring the Nineteenth of June, Recognized as Juneteenth, as an Official City Holiday –

Joshua Stecker, City Clerk, introduced the resolution.

MOTION: Move to approve Resolution 1247 and authorize the Mayor to sign MOUs with Teamsters 117 (Non-Supervisory Unit) and Teamsters 313 (Supervisory Unit) recognizing Juneteenth as an official holiday (Woock/Denson).

VOTE: Unanimously approved (5-0).

2. Resolution 1248 Adopting a Mitigation Plan for Wetland Impacts Associated with the Burnham Drive Phase 1A Project –

Jeff Langhelm, Public Works Director, introduced the resolution and addressed Council questions.

MOTION: Move to approve Resolution 1248 (Barber/Henderson).

VOTE: Unanimously approved (6-0).

3. Americas Water Infrastructure Act Reporting – Professional Services Contract

Jeff Langhelm, Public Works Director, introduced the resolution and addressed Council questions.

MOTION: Move to approve and authorize the Mayor to execute a Professional Services Contract with Carollo Engineers to support the City's water system planning efforts in an amount not to exceed \$87,692 (Woock/Henderson).

VOTE: Unanimously approved (6-0).

ADJOURN: The meeting adjourned at 2:16 p.m.

Tiffany Aliment
Assistant City Clerk

MINUTES
GIG HARBOR CITY COUNCIL SPECIAL MEETING
Monday, June 6, 2022 – 4:00 p.m.
Virtual Meeting

CALL TO ORDER / ROLL CALL: Mayor Markley called the meeting to order at 4:03 p.m. Councilmembers Barber, Denson Henderson, Rodenberg, Storset and Woock were present. Councilmember Lykins was excused.

EXECUTIVE SESSION: The Mayor announced that Council would go into Executive Session to review the performance of a public employee per RCW 42.30.110(1)(g). for 15 minutes at 4:04 p.m. with no action to be taken following the Executive Session.

The Executive Session was extended an additional 5 minutes until 4:24 p.m. The Executive Session was extended an additional 5 minutes until 4:28 p.m. Council returned to regular session at 4:28 p.m.

ADJOURN: The meeting adjourned at 4:28 p.m.



Joshua Stecker, CMC
City Clerk



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: June 13, 2022

SUBJECT: Professional Services Contracts – North Creek Culvert Replacement Feasibility Study

SUBMITTED BY: Jeff Langhelm, PE, Public Works Director

DEPARTMENT: Public Works

PHONE: 253-853-7630

SUGGESTED MOTION: Approve and authorize the Mayor to execute Professional Services Contracts to support the development of the City's North Creek Culvert Replacement Feasibility Study with:

1. Parametrix, Inc., in an amount not to exceed \$74,996; and
 2. Cultural Resources Consultants, LLC, in an amount not to exceed \$4,700.
-

BACKGROUND INFORMATION: In 2012 the City of Gig Harbor removed a 300 LF fish barrier at the mouth of the City's North Creek, (aka Donkey Creek) by removing a 36-inch dia. culvert and replacing it with natural streambed and a bridge at North Harborview Drive. The City's proposed North Creek Culvert Replacement Project is now intended to remove two additional fish barriers. Barrier #1 is an identified barrier at Harborview Dr., which is immediately upstream of the City's 2012 fish barrier removal project. Barrier #2 is associated with an unnamed tributary to North Creek that currently flows more than 450 LF through a series of catch basins and storm pipes. See the attached North Creek Project Site Map.

To help define the proposed culvert replacement project at Harborview Drive the City Council held a study session on January 27 with representatives from the Washington State Department of Fish and Wildlife, the Puyallup Tribe of Indians, local commercial fishing operators who maintain the existing remote site incubators, and Harbor WildWatch. The City has also concurrently applied for two grants associated with this proposed project. These include a Washington State Recreation and Conservation Office (RCO) Salmon Recovery Fund Board (SRFB) grant to support the proposed feasibility study in 2022-2023 and a Brian Abbot Fish Barrier Removal Board (BAFBRB) grant for design and permitting of the preferred alternative selected from the feasibility study in 2023-2024.

The proposed professional services contracts will provide the necessary information for Council to consider a preferred alternative to replace these culverts and provide the base line information necessary to support the BAFBRB grant.

FISCAL CONSIDERATION: The funding for this feasibility study identified in the Storm Capital Fund (#412) in the City's 2022 Budget totals \$35,000. However, due to an expanded scope as identified at the January 27 study session and additional scoped tasks based on grant requirements for the referenced grants, the resulting fee is proposed at \$79,696. The City's is requesting \$40,000 from RCO for the SRFB grant to

support a majority of this additional amount. If the RCO grant is approved later in 2022 the City will have \$75,000 available for this contract.

Expenditure Required: \$79,696	Amount Budgeted: \$35,000	Appropriation Required: \$0
-----------------------------------	------------------------------	--------------------------------

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: None.

ATTACHMENTS:

1. Professional Services Contract with Parametrix
2. Professional Services Contract with Cultural Resources Consultants
3. Site Map

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities

**PROFESSIONAL SERVICES CONTRACT
BETWEEN THE CITY OF GIG HARBOR AND
PARAMETRIX, INC.**

THIS AGREEMENT is made by and between the City of Gig Harbor, a Washington municipal corporation (the "City"), and Parametrix Inc., a Washington corporation (the "Consultant").

RECITALS

WHEREAS, the City is presently engaged in North Creek Culvert Replacement Feasibility Study (CIP# 2205) and desires that the Consultant perform services necessary to provide the following consultation services; and

WHEREAS, the Consultant agrees to perform the services more specifically described in the Scope of Work including any addenda thereto as of the effective date of this Agreement, all of which are attached hereto as **Exhibit A – Scope of Work**, and are incorporated by this reference as if fully set forth herein;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. Retention of Consultant - Scope of Work. The City hereby retains the Consultant to provide professional services as defined in this Agreement and as necessary to accomplish the scope of work attached hereto as **Exhibit A** and incorporated herein by this reference as if set forth in full. The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. Payment.

A. The City shall pay the Consultant an amount based on time and materials, not to exceed Seventy-four Thousand Nine Hundred Ninety-Six Dollars and Zero Cents (\$74,996.00) for the services described in Section 1 herein. This is the maximum amount to be paid under this Agreement for the work described in **Exhibit A**, and shall not be exceeded without the prior written authorization of the City in the form of a negotiated and executed supplemental agreement. The Consultant's staff and billing rates shall be as described in **Exhibit B – Schedule of Rates and Estimated Hours**. The Consultant shall not bill for Consultant's staff not identified or listed in **Exhibit B** or bill at rates in excess of the hourly rates shown in **Exhibit B**, unless the parties agree to a modification of this Contract, pursuant to Section 17 herein.

B. The Consultant shall submit monthly invoices to the City after such services have been performed, and a final bill upon completion of all the services described in this Agreement. The City shall pay the full amount of an invoice within 45 days of receipt. If the City objects to all or any portion of any invoice, it shall so notify the Consultant of the

same within 15 days from the date of receipt and shall pay that portion of the invoice not in dispute, and the parties shall immediately make every effort to settle the disputed portion.

3. Duration of Work. The City and the Consultant agree that work will begin on the tasks described in **Exhibit A** immediately upon execution of this Agreement. The parties agree that the work described in **Exhibit A** shall be completed by March 1, 2023; provided however, that additional time shall be granted by the City for excusable days or extra work. Further, the parties may extend the duration of this Agreement consistent with the terms of Section 17 below.

4. Termination. The City reserves the right to terminate this Agreement at any time upon ten (10) days written notice to the Consultant. Any such notice shall be given to the address specified above. In the event that this Agreement is terminated by the City other than for fault on the part of the Consultant, a final payment shall be made to the Consultant for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the Consultant of the notice to terminate. In the event that services of the Consultant are terminated by the City for fault on part of the Consultant, the amount to be paid shall be determined by the City with consideration given to the actual cost incurred by the Consultant in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the City at the time of termination, the cost of the City of employing another firm to complete the work required, and the time which may be required to do so.

5. Non-Discrimination. The Consultant agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or materialman, because of race, color, creed, religion, national origin, marital status, sex, sexual orientation, age or handicap, except for a bona fide occupational qualification. The Consultant understands that if it violates this provision, this Agreement may be terminated by the City and that the Consultant may be barred from performing any services for the City now or in the future.

6. Independent Status of Consultant. The parties to this Agreement, in the performance of it, will be acting in their individual capacities and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party shall not be considered or construed to be the employees or agents of the other party for any purpose whatsoever.

7. Indemnification.

A. The Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers, harmless from any and all claims, injuries, damages, losses or suits including attorneys fees, arising out of or resulting from the negligent or wrongful acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees or volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

8. Insurance.

A. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation. The Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City of Gig Harbor's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance. The Consultant shall obtain at no cost to the City and maintain said insurance in force for the duration of this agreement, insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 or a substitute form providing equivalent liability coverage and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named by endorsement as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Professional's profession.

D. Minimum Amounts of Insurance. The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Employer's Liability, each accident \$1,000,000, Employer's Liability Disease-each employee \$1,000,000, and Employer's Liability Disease - Policy Limit \$1,000,000.
4. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim.

E. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respect to the City of Gig Harbor. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute to it.
2. The City of Gig Harbor will not waive its right to subrogation against the Consultant. The Consultant's insurance shall be endorsed acknowledging that the City of Gig Harbor will not waive its right to subrogation. The Consultant's insurance shall be endorsed to waive the right of subrogation against the City of Gig Harbor, or any self-insurance, or insurance pool coverage maintained by the City of Gig Harbor.
3. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, unless thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
4. If any coverage is written on a "claims made" basis, then a minimum of a three (3) year extended reporting period shall be included with the claims made policy, and proof of this extended reporting period provided to the City.

F. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII and licensed to conduct business in the State of Washington.

G. Verification of Coverage. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

9. Ownership and Use of Work Product. Any and all documents, drawings, reports, and other work product produced by the Consultant under this Agreement shall become the property of the City upon payment of the Consultant's fees and charges therefore. The City shall have the complete right to use and re-use such work product in any manner deemed appropriate by the City, provided, that use on any project other than that for which the work product is prepared shall be at the City's risk unless such use is agreed to by the Consultant.

10. City's Right of Inspection. Even though the Consultant is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Agreement, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure the satisfactory completion thereof. The Consultant agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or become applicable within the terms of this Agreement to the Consultant's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.

11. Records.

A. The Consultant shall keep all records related to this Agreement for a period of three years following completion of the work for which the Consultant is retained. The Consultant shall permit any authorized representative of the City, and any person authorized by the City for audit purposes, to inspect such records at all reasonable times during regular business hours of the Consultant. Upon request, the Consultant will provide the City with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the Consultant, but the Consultant may charge the City for copies requested for any other purpose.

B. Consultant acknowledges that the City is an agency governed by the public records disclosure requirements set forth in chapter 42.56 RCW. Consultant shall fully cooperate with and assist the City with respect to any request for public records received by the City concerning any public records generated, produced, created and/or possessed by Consultant and related to the services performed under this Agreement. Upon written demand by the City, the Consultant shall furnish the City with full and complete copies of any such records within ten business days. Consultant's failure to timely provide such records upon demand shall be deemed a material breach of this Agreement. To the extent that the City incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, the Consultant shall indemnify and hold harmless the City as set forth in Section 7. For purposes of this section, the terms "public records" and "agency" shall have the same meaning as defined by chapter 42.56 RCW, as construed by Washington courts.

C. The provisions of this section shall survive the expiration or termination of this Agreement.

12. Work Performed at the Consultant's Risk. The Consultant shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and subconsultants in the performance of the work hereunder and shall utilize all protection necessary for that purpose. All work shall be done at the Consultant's own risk, and the Consultant shall be responsible for any loss of or damage to materials, tools, or other articles used or held by the Consultant for use in connection with the work.

13. Non-Waiver of Breach. The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver

or relinquishment of said covenants, agreements, or options, and the same shall be and remain in full force and effect.

14. Resolution of Disputes and Governing Law.

A. Should any dispute, misunderstanding, or conflict arise as to the terms and conditions contained in this Agreement, the matter shall first be referred to the City Engineer or Director of Operations and the City shall determine the term or provision's true intent or meaning. The City Engineer or Director of Operations shall also decide all questions which may arise between the parties relative to the actual services provided or to the sufficiency of the performance hereunder.

B. If any dispute arises between the City and the Consultant under any of the provisions of this Agreement which cannot be resolved by the City Engineer or Director of Operations determination in a reasonable time, or if the Consultant does not agree with the City's decision on the disputed matter, jurisdiction of any resulting litigation shall be filed in Pierce County Superior Court, Pierce County, Washington. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

15. Written Notice. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth below. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

CONSULTANT:
ATTN: Jenna Anderson, P.E.
Parametrix
719 2nd Avenue, Suite 200
Seattle, WA 98104
206-519-5804

City of Gig Harbor
ATTN: Jeff Langhelm, P.E.
City of Gig Harbor
3510 Grandview Street
Gig Harbor, WA 98335
(253) 851-6170

16. Subcontracting or Assignment. The Consultant may not assign or subcontract any portion of the services to be provided under this Agreement without the express written consent of the City.

17. Entire Agreement. This Agreement represents the entire integrated agreement between the City and the Consultant, superseding all prior negotiations, representations or agreements, written or oral. This Agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto. If extending the duration of the Agreement only, the parties may agree to such duration extension by written instrument approved and signed by the Consultant and by the Department Director if all other terms of the Agreement are unchanged and remain in full force and effect for the entire new duration of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement this _____
day of _____, 20____.

CONSULTANT

CITY OF GIG HARBOR

By: _____
Its: _____

By: _____
Tracie Markley, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

EXHIBIT A SCOPE OF WORK

City of Gig Harbor North Creek Culvert Feasibility Study

INTRODUCTION

This scope of work (SOW) describes professional services to be performed by Parametrix for the City of Gig Harbor's (City's) North Creek Culvert Feasibility Study project. A schedule is provided in Exhibit B that reflects our proposed timeline for the work. The proposed budget is provided in Exhibit C.

SUMMARY OF WORK

The purpose of the feasibility study is to perform an alternatives analysis and develop a preferred alternative for replacing the existing North Creek (aka Donkey Creek) culvert at Harborview Drive. The existing 5-foot-by-5-foot concrete box culvert has been identified by the Washington Department of Fish and Wildlife (WDFW) as a partial fish barrier. The preferred alternative will replace the culvert with a fish-passable structure in accordance with WDFW's 2013 Water Crossing Design Guidelines. Key project tasks include:

- Perform a topographic survey to support the feasibility study. The survey will be a supplement to the existing survey prepared for the 2014 replacement of the former North Creek culvert at North Harborview Drive.
- Assess the existing and potential salmon habitat that exists in and around the creek corridor. The assessment will be used to inform the development of alternatives.
- Perform a preliminary geotechnical evaluation at the site of the proposed new crossing.
- Perform stakeholder outreach.
- Develop and evaluate alternatives for replacing the crossing structure, including evaluation of whether Wastewater Treatment Plant Creek, located between the City's WWTP and Harbor View Drive, can be reconnected to North Creek.
- Recommend a preferred alternative based on the alternatives analysis and best available science.

Work to be performed will consist of the following tasks.

TASK 1 – PROJECT MANAGEMENT AND COORDINATION

Objectives

Parametrix project management will provide coordination between the City's staff, City officials, permitting agencies, funding agencies, subconsultants, and the design team members. The Parametrix project manager (PM) will work to move the schedule and team forward in a timely, consistent, and responsive manner, with the primary goal of meeting the City's expectations for content, schedule, and budget.

Activities

The following activities will be performed:

- Update the City on a regular basis regarding completion of scope work items, project timeline, budget, and overall project administration.
- Provide quality assurance and alignment with the City's overall project goals.
- Coordinate with City staff, consultant project staff, and subconsultants.
- Anticipate and resolve issues and report results to the City Engineer.
- PM will attend up to one on-site kickoff meeting and two virtual meetings with City staff.

Deliverables

The PM will provide monthly invoices and progress letters that clearly identify tasks and items completed for the month prior. These invoices will include expenses, hours worked by personnel, and direct costs associated with subconsultants. The progress letter will also detail any out-of-scope requests or budget/schedule issues. The PM will track available and expended budget, provide monthly report of expenditures.

Assumptions

Assumptions for this task include:

- Project duration will be 5 months (July through November 2022).
- The on-site kickoff meeting will include wastewater treatment plant staff to determine the viability and access requirements to be considered if Wastewater Treatment Plant Creek can be connected to North Creek.

TASK 2 – TOPOGRAPHIC SURVEY

Objective

Prepare a topographic survey of the stream corridor to approximately 500 feet upstream of the existing crossing at Harborview Drive. The survey will include the area of Wastewater Treatment Plant Creek between the wastewater treatment plant and Harborview Drive to allow for an evaluation of the feasibility of rerouting the Wastewater Treatment Plant Creek to reconnect to North Creek. Topography of the North Creek corridor is available from Harborview Drive to the creek mouth in Gig Harbor Bay. A base map will be prepared and sealed by a professional land surveyor licensed to practice in the State of Washington. A map of the proposed survey limits is shown in Figure 1 (attached).

Activities

The following activities are associated with this task:

- Parametrix will perform a topographic survey of the properties described above with survey coverage sufficient for the purposes of the feasibility study. Storm and sanitary sewer structures to be located shall include one structure upstream and downstream of the property. Contours will be at 1-foot intervals.
- Additionally, Parametrix will map the thalweg (the line of lowest elevation) between 100-foot cross sections along North Creek. Creek cross sections will also be surveyed to include bottom of bank, ordinary high water mark, top of bank, and beyond top of bank to approximate floodplain limits.

The field survey will locate visible evidence of, including but not limited to, the following improvements:

- Buildings
- Curbs
- Sidewalks/paths
- Driveways/curb cuts
- Pavement delineation between concrete and asphalt
- Retaining walls, bulkheads and fences – materials and heights
- Storm drainage and storm drain structures
- Sanitary sewer manholes and/or septic tanks/drain fields
- Water valve boxes
- Electrical power vaults and associated surface features
- Telephone pedestals
- Natural gas
- Cable or fiber optic pedestals
- Street lighting
- Fire hydrants
- Signage
- Ponds
- Overhead wires, guy wires
- Meters or utility connections to existing buildings
- Underground utility location paint marks set by others, if visible at time of the field survey
- Significant trees with drip lines (6-inch or larger as measured 4 1/2 feet above the ground)

Deliverable

The following deliverable is associated with this task:

- Updated base map at 1-inch-equals-20-feet scale in AutoCAD, Version 2018 in electronic format

Assumptions

The following assumptions apply to this task:

- Topographic base map will be a compilation of new survey and existing survey information.
- Topographic base map will be provided in AutoCAD/Civil 3D 2018.
- Base map will be developed using Parametrix's colors, text size/style, and layering conventions.
- No property boundaries will be established outside of available GIS parcel line information.
- Surveyed utilities will target known underground utilities identified by the Washington Utility Notification Center including water, storm sewer, sanitary sewer, communications, and power.

Our survey crews are not allowed to enter subsurface vaults. Our work will be conducted from the surface, using measure-down techniques. Crews will also not open any structure covers in excess of 80 pounds.

- Unless otherwise specified by the client, horizontal datum shall be NAD 83/11 Washington Coordinate System, North Zone, and vertical datum shall be NAVD88.
- Costs do not include an independent utility locating service to identify the location of existing underground utilities.

TASK 3 – ASSESS EXISTING AND POTENTIAL SALMON HABITAT

Objectives

Evaluate geomorphic, hydrologic, and hydraulic conditions at the new stream crossing location and provide recommendations for stream cross-section geometry, profile, and scour protection measures. Recommendations will be incorporated into the alternatives evaluated under Task 6 below.

Activities

The following activities will be performed:

- Perform a geomorphic assessment including the following elements
 - Average bankfull width
 - Average floodplain width
 - Wolman pebble counts
 - Type and frequency of large woody material (LWM)
 - Habitat complexity
 - Site design complexity
- Perform a hydrologic review. Review will consider current land use coverages and precipitation data. Hydrologic modelling will utilize the Western Washington Hydrology Model (WWHM) to be consistent with modelling performed previously for Wastewater Treatment Plant Creek.
- Perform preliminary hydraulic modelling using the US Army Corps of Engineer's (USACE) Hydrologic HEC-RAS software.
- Perform a stream design feasibility analysis. Recommendations will be developed for stream cross-section geometry and long profile (e.g., stream and floodplain slope). The selected stream design parameters will reflect a stream slope that is expected to remain stable over the long term with acceptable movement vertically and laterally. Other features will include the expected water surface elevations and associated freeboard to crossing structure elements and proposed pedestrian trail surfaces. The stream design will also present potential inclusion of LWM components.
- Prepare the stream design feasibility section for inclusion in the feasibility study.
- Perform a scour analysis by calculating the scour potential at the new crossing. Scour evaluation will be performed using FHWA HEC-18.

Deliverables:

The following deliverables are associated with this task:

- Draft and final stream design feasibility sections for inclusion in the feasibility study report

Assumptions:

The following assumptions apply to this task:

- Right of entry for work outside the right-of-way will be provided by the City.
- Summary of field data collected will be provided in report appendices under Task 6.
- The potential for increased stream flow rates will be reviewed based on WDFW's culvert and climate change web application to determine flow recurrences from 2 years to the predicted 2080 climate change to inform feasible design.
- The fish passage methodology used will be in accordance with the WDFW 2013 Water Crossing Design Guidelines.
- Proposed stream design layouts will also consider mapped wetlands and other critical areas that may be impacted or avoided by the activities necessary in removal of the fish barrier.
- The scour analysis will inform the conceptual structural design with the intent that foundations remain stable during the range of flood events evaluated.
- LWM design will be conceptual and will incorporate woody material buried in the stream sediment matrix and singular LWM pieces that can fit through the stream crossing if they were to mobilize.

TASK 4 – PRELIMINARY GEOTECHNICAL INVESTIGATION

Objective

To evaluate the project site and identify subsurface conditions to be considered during the design phase.

Activities

The following activities will be performed by HWA Geosciences:

- Perform a site reconnaissance to observe site conditions.
- Review existing geotechnical information including geotechnical borings drilled for the Donkey Creek Estuary Restoration project in 2014.
- Prepare a brief technical memorandum that describes the results of the evaluation and provides preliminary recommendations for anticipated foundation types for the new stream crossing structure.
- Attend one design team meeting.

Deliverables

The following deliverables are associated with this task:

- Draft and final technical memoranda.

Assumptions

The following assumptions are associated with this task:

- The evaluation will be based on a site reconnaissance and existing geotechnical information only. No new soil borings will be advanced.
- HWA/Parametrix will respond to one round of review comments from City staff.

TASK 5 – STAKEHOLDER OUTREACH

Objective

To engage stakeholders in a targeted and transparent process that will garner input and facilitate project design and permitting processes.

Activities

The following activities will be performed:

- Outreach and site visit with Tom Leverich of the Gig Harbor Commercial Fisherman’s Civic Club to learn how the remote stream incubator (RSI) is operated, to discuss options to alter the water source, and to consider its long-term viability in the reconnected floodplain.
- Outreach and site visit with Russ Ladley of the Puyallup Tribe of Indians to learn the context of this stream within their community and to discuss stream crossing features and alternatives.
- Outreach and site visit with Darren Masters of WDFW to walk through potential improvements and review key potential elements that will need to be addressed to obtain a Hydraulic Project Approval (HPA) and to verify the allowable in-water work window for North Creek to establish the acceptable construction schedule.
- Facilitate one public meeting at either Donkey Creek Park or an available indoor gathering place for an early evening meeting. Parametrix will provide an overview of the project and invite public input. Parametrix will also attend a second meeting as a follow-on effort, separately as an online forum (e.g., Teams) to allow broader public access and participation.
- Prepare color schematics of each of the alternatives developed under Task 6, which will be suitable for use at stakeholder meetings (22-by-34-inch format).

Deliverables

The following deliverables are associated with this task:

- Conceptual schematics for up to three alternatives in 22-by-34-inch format
- Documentation of stakeholder and public comments received and comment responses in Excel format

Assumptions

The following assumptions apply to this task:

- Up to two on-site meetings will be attended with stakeholders including the City, Gig Harbor Commercial Fisherman’s Civic Club, Tribal entities, and WDFW. It would be beneficial for the listed stakeholders to attend a single combined meeting and Parametrix will coordinate with stakeholders to facilitate this if possible.

- One onsite public outreach meeting will be attended.
- The on-site meetings will be attended by the Parametrix outreach lead.
- Schematics will be provided in 22-by-34-inch format and will be developed using available aerial photographs and GIS information provided by Pierce County.

TASK 6 – FEASIBILITY STUDY

Objective

Perform an alternatives analysis for selection of the preferred alternative for replacement of the stream crossing and compile the results of Tasks 2 through 6 into a streamlined feasibility study report.

Activities

The following activities will be performed:

- Develop up to three stream crossing alternatives in coordination with City staff. It is anticipated that the alternatives may include some combination of the following design elements
 - A concrete girder bridge similar to the existing bridge crossing at North Harborview Drive
 - A concrete 3-sided box culvert
 - Concrete wingwalls
 - Geosynthetic reinforced earth retaining walls
 - A pedestrian path beneath the bridge connecting to the existing pedestrian path at Donkey Creek Park
 - Suspension of utilities beneath the bridge
 - Rerouting Wastewater Treatment Plant Creek to reconnect to North Creek
 - Reconstructing the Harborview Drive and Austin Street intersection using a single lane roundabout.
- Prepare conceptual plans, profiles, and elevations for each alternative (11-by-17-inch format).
- Prepare concept level cost estimates for each alternative.
- Prepare a feasibility study report summarizing the results of the alternatives analysis and provides a recommendation for a preferred alternative. The preferred alternative will be selected in coordination with City staff and will consider the following elements
 - Stakeholder input
 - Cost
 - Constructability
 - Competitiveness for available grant funding.

Deliverables

The following deliverables are associated with this task:

- Conceptual plans for each alternative
- Conceptual level cost estimates for each alternative
- Draft and final feasibility study reports

Assumptions

The following assumptions apply to this task:

- Up to three stream crossing alternatives will be evaluated.
- Alternatives will consider site constraints including
 - Traffic control and access to the WWTP during construction
 - Donkey Creek Park access during construction
 - Overhead and buried utilities
 - Right-of-way boundaries.
- Alternatives will not require right-of-way acquisition.
- Cost estimates will be at a conceptual level and will be based on a combination of historical information on recent similar local projects and recent WSDOT bid tabs.
- Cost estimates will include costs for long-term maintenance.

SCHEDULE

Work Element	Completed By
Notice to Proceed	July 1, 2022
Survey and Geotechnical Evaluation	August 15, 2022
Stakeholder Outreach	October 15, 2022
Draft Feasibility Study Report	November 11, 2022
Final Feasibility Study Report	November 30, 2022

Project: North Creek Culvert Feasibility Study

Client: City of Gig Harbor

PMX #		STAFF	PM D. Dirkuhn	Sr. Cons. S. Seville (Fish Passage)	Sr. Cons. B. Bunker (QC)	Sr. Eng. J. Merth (Bridge Design)	Sr. Eng. M. Craig (Roundabout Design)	Eng. III S. Rife (HEC-RAS)	Sr. Eng. J. Anderson (Roadway Design)	Planner III J. Ceraldo (Designer)	Planner I P. Sandeno (Graphics)	Eng. III C. Olegard (Hydro. & Estimates)	Proj Controls Spec. S. Harris	Acct. K. Hale	Sr. Contract J. Johnson	Pub. Supervisor A. Lucas	Survey Supervisor L. Miller	Tech Lead S. Sharpe	Sr. Survey K. Allinson	Survey II J. Austlin	Survey I B. Macchione	TOTAL HOURS	TOTAL COST
TASK	SUBTASK																						
		Burdened Labor Rate (3.07 mult.)	\$256.29	\$310.07	\$290.24	\$282.26	\$194.95	\$153.50	\$253.03	\$129.22	\$76.75	\$122.89	\$130.11	\$99.78	\$162.35	\$124.52	\$223.50	\$133.46	\$156.03	\$102.97	\$86.11		
1	1	Project Management and Meetings																					
		Kickoff Meeting with City Incl. WWTP Staff (1)	2	2																		4	\$1,133
		Virtual Progress Meetings with City (2)	2																			2	\$513
		Project Management and Communications (5 mo.)	3										5	5								13	\$1,918
		Subtotal	7	2									5	5								19	\$3,564
2	1	Topographic Survey																					
		Survey Coordination and Base Map Review		1																		1	\$310
		Field Work																	2	20	20	42	\$4,094
		Prepare Topographic Base Map															1	12	1			14	\$1,981
		Expenses																					\$466
		Subtotal		1													1	12	3	20	20	57	\$6,851
3	1	Assess Existing and Potential Salmon Habitat																					
		Geomorphic Assessment		4				10														14	\$2,775
		Hydrologic Modelling		1				12				24										37	\$5,101
		Preliminary Hydraulic Modeling		1				24														25	\$3,994
		Scour Analysis and Countermeasures		2				4			2											8	\$1,388
		Stream Design Feasibility Evaluation and Writeup		2	1			8			8											19	\$2,752
		Expenses (mileage)																					\$100
		Subtotal		10	1			58			10	24										103	\$16,111
4	1	Preliminary Geotechnical Investigation																					
		Geotechnical Services (HWA Geosciences)																					\$7,996
		Subconsultant Coordination													1							1	\$162
		Subtotal													1							1	\$8,158
5	1	Stakeholder Outreach																					
		On-Site Meeting with Fisherman's Club		2																		2	\$620
		On-Site Meeting with Tribe(s) and WDFW		2																		2	\$620
		Public Meetings (1 on site and 1 virtual)		4																		4	\$1,240
		Coordination		2																		2	\$620
		Color Renderings (up to 3 in 22"x34" format)	1	1				1		24	36											63	\$6,584
		Documentation of Outreach Results Incl. Comment Response		2																		2	\$620
		Expenses (mileage)																					\$190
		Subtotal	1	13				1		24	36											75	\$10,495
6	1	Feasibility Study																					
		Alternatives Development (up to 3)	1	4		4	6		8													23	\$5,819
		Cost Estimates	2	2		2	2					8										16	\$3,070
		Conceptual Plan, Profiles, and Elevations (2 sheets per altern	4							72												76	\$10,329
		Feasibility Study Report		16	2			4				24				12						58	\$10,599
		Subtotal	7	22	2	6	8	4	8	72		32				12						173	\$29,818
Labor Hours Total			15	48	3	6	8	63	8	96	46	56	5	5	1	12	1	12	3	20	20	428	
PROJECT TOTAL																							\$74,996

Stream cross sections only, collect thalweg between sections (as possible w/o multiple set ups), bottom of bank, OHWM, top of bank, & adjacent floodplain, 100' Spacings, 100' Section Width +/-



LEGEND

- Limits
- Supplemental Detailed Topography (0.6 acres)
- New Stream Cross Sections (5 total)
- As-Built available survey data

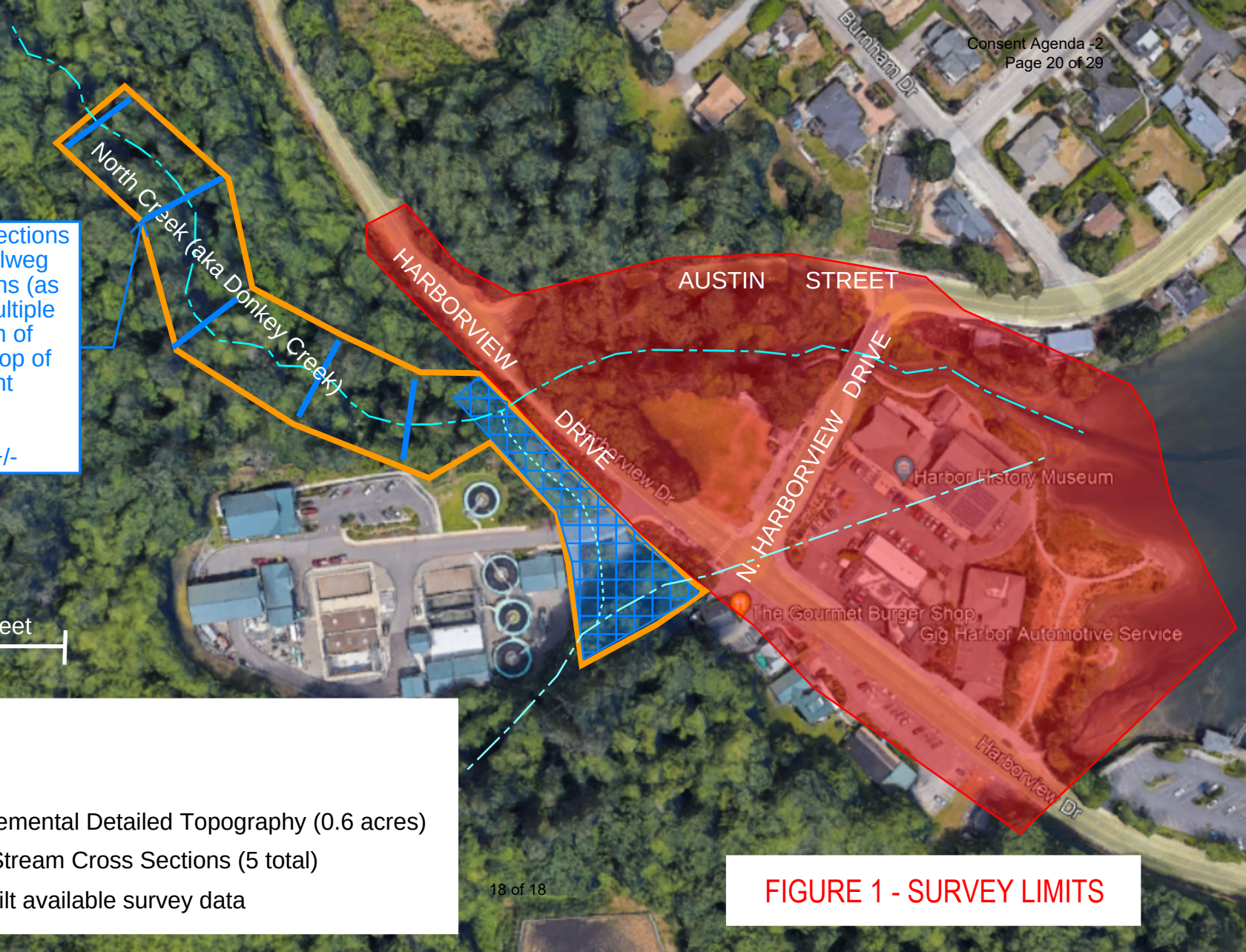


FIGURE 1 - SURVEY LIMITS

**PROFESSIONAL SERVICES CONTRACT
BETWEEN THE CITY OF GIG HARBOR AND
CULTURAL RESOURCE CONSULTANTS, LLC**

THIS AGREEMENT is made by and between the City of Gig Harbor, a Washington municipal corporation (the "City"), and Cultural Resource Consultants, LLC, a Washington Limited Liability Company (the "Consultant").

RECITALS

WHEREAS, the City is presently engaged in the North Creek Culvert Replacement Feasibility Study (CIP#2205) and desires that the Consultant perform services necessary to provide the following consultation services; and

WHEREAS, the Consultant agrees to perform the services more specifically described in the Scope of Work including any addenda thereto as of the effective date of this Agreement, all of which are attached hereto as **Exhibit A – Scope of Work**, and are incorporated by this reference as if fully set forth herein;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. Retention of Consultant - Scope of Work. The City hereby retains the Consultant to provide professional services as defined in this Agreement and as necessary to accomplish the scope of work attached hereto as **Exhibit A** and incorporated herein by this reference as if set forth in full. The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. Payment.

A. The City shall pay the Consultant an amount based on time and materials, not to exceed Four Thousand Seven Hundred Dollars and Zero Cents (\$4,700.00) for the services described in Section 1 herein. This is the maximum amount to be paid under this Agreement for the work described in **Exhibit A**, and shall not be exceeded without the prior written authorization of the City in the form of a negotiated and executed supplemental agreement.

B. The Consultant shall submit monthly invoices to the City after such services have been performed, and a final bill upon completion of all the services described in this Agreement. The City shall pay the full amount of an invoice within 45 days of receipt. If the City objects to all or any portion of any invoice, it shall so notify the Consultant of the same within 15 days from the date of receipt and shall pay that portion of the invoice not in dispute, and the parties shall immediately make every effort to settle the disputed portion.

3. Duration of Work. The City and the Consultant agree that work will begin on the tasks described in **Exhibit A** immediately upon execution of this Agreement. The parties agree that the work described in **Exhibit A** shall be completed by March 1, 2023; provided however, that additional time shall be granted by the City for excusable days or extra work. Further, the parties may extend the duration of this Agreement consistent with the terms of Section 17 below.

4. Termination. The City reserves the right to terminate this Agreement at any time upon ten (10) days written notice to the Consultant. Any such notice shall be given to the address specified above. In the event that this Agreement is terminated by the City other than for fault on the part of the Consultant, a final payment shall be made to the Consultant for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the Consultant of the notice to terminate. In the event that services of the Consultant are terminated by the City for fault on part of the Consultant, the amount to be paid shall be determined by the City with consideration given to the actual cost incurred by the Consultant in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the City at the time of termination, the cost of the City of employing another firm to complete the work required, and the time which may be required to do so.

5. Non-Discrimination. The Consultant agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or materialman, because of race, color, creed, religion, national origin, marital status, sex, sexual orientation, age or handicap, except for a bona fide occupational qualification. The Consultant understands that if it violates this provision, this Agreement may be terminated by the City and that the Consultant may be barred from performing any services for the City now or in the future.

6. Independent Status of Consultant. The parties to this Agreement, in the performance of it, will be acting in their individual capacities and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party shall not be considered or construed to be the employees or agents of the other party for any purpose whatsoever.

7. Indemnification.

A. The Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers, harmless from any and all claims, injuries, damages, losses or suits including attorneys fees, arising out of or resulting from the negligent or wrongful acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees or volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the

Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

8. Insurance.

A. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation. The Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City of Gig Harbor's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance. The Consultant shall obtain at no cost to the City and maintain said insurance in force for the duration of this agreement, insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 or a substitute form providing equivalent liability coverage and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named by endorsement as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Professional's profession.

D. Minimum Amounts of Insurance. The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.
2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Employer's Liability, each accident \$1,000,000, Employer's Liability Disease-each employee \$1,000,000, and Employer's Liability Disease -

Policy Limit \$1,000,000.

4. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim.

E. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respect to the City of Gig Harbor. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute to it.
2. The City of Gig Harbor will not waive its right to subrogation against the Consultant. The Consultant's insurance shall be endorsed acknowledging that the City of Gig Harbor will not waive its right to subrogation. The Consultant's insurance shall be endorsed to waive the right of subrogation against the City of Gig Harbor, or any self-insurance, or insurance pool coverage maintained by the City of Gig Harbor.
3. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, unless thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
4. If any coverage is written on a "claims made" basis, then a minimum of a three (3) year extended reporting period shall be included with the claims made policy, and proof of this extended reporting period provided to the City.

F. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII and licensed to conduct business in the State of Washington.

G. Verification of Coverage. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

9. Ownership and Use of Work Product. Any and all documents, drawings, reports, and other work product produced by the Consultant under this Agreement shall become the property of the City upon payment of the Consultant's fees and charges therefore. The City shall have the complete right to use and re-use such work product in any manner deemed appropriate by the City, provided, that use on any project other than that for which the work product is prepared shall be at the City's risk unless such use is agreed to by the Consultant.

10. City's Right of Inspection. Even though the Consultant is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Agreement, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure the satisfactory completion thereof. The Consultant agrees to comply with all federal, state, and municipal laws,

rules, and regulations that are now effective or become applicable within the terms of this Agreement to the Consultant's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.

11. Records.

A. The Consultant shall keep all records related to this Agreement for a period of three years following completion of the work for which the Consultant is retained. The Consultant shall permit any authorized representative of the City, and any person authorized by the City for audit purposes, to inspect such records at all reasonable times during regular business hours of the Consultant. Upon request, the Consultant will provide the City with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the Consultant, but the Consultant may charge the City for copies requested for any other purpose.

B. Consultant acknowledges that the City is an agency governed by the public records disclosure requirements set forth in chapter 42.56 RCW. Consultant shall fully cooperate with and assist the City with respect to any request for public records received by the City concerning any public records generated, produced, created and/or possessed by Consultant and related to the services performed under this Agreement. Upon written demand by the City, the Consultant shall furnish the City with full and complete copies of any such records within ten business days. Consultant's failure to timely provide such records upon demand shall be deemed a material breach of this Agreement. To the extent that the City incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, the Consultant shall indemnify and hold harmless the City as set forth in Section 7. For purposes of this section, the terms "public records" and "agency" shall have the same meaning as defined by chapter 42.56 RCW, as construed by Washington courts.

C. The provisions of this section shall survive the expiration or termination of this Agreement.

12. Work Performed at the Consultant's Risk. The Consultant shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and subconsultants in the performance of the work hereunder and shall utilize all protection necessary for that purpose. All work shall be done at the Consultant's own risk, and the Consultant shall be responsible for any loss of or damage to materials, tools, or other articles used or held by the Consultant for use in connection with the work.

13. Non-Waiver of Breach. The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver or relinquishment of said covenants, agreements, or options, and the same shall be and remain in full force and effect.

14. Resolution of Disputes and Governing Law.

A. Should any dispute, misunderstanding, or conflict arise as to the terms and conditions contained in this Agreement, the matter shall first be referred to the City Engineer or Director of Operations and the City shall determine the term or provision's true intent or meaning. The City Engineer or Director of Operations shall also decide all questions which may arise between the parties relative to the actual services provided or to the sufficiency of the performance hereunder.

B. If any dispute arises between the City and the Consultant under any of the provisions of this Agreement which cannot be resolved by the City Engineer or Director of Operations determination in a reasonable time, or if the Consultant does not agree with the City's decision on the disputed matter, jurisdiction of any resulting litigation shall be filed in Pierce County Superior Court, Pierce County, Washington. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

15. Written Notice. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth below. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

CONSULTANT:
Cultural Resource Consultants, LLC
ATTN: Margaret Berger
P.O. Box 4159
Seattle, WA 98194
(206) 855-9020

City of Gig Harbor
ATTN: Jeff Langhelm, PE
City of Gig Harbor
3510 Grandview Street
Gig Harbor, WA 98335
(253) 851-6170

16. Subcontracting or Assignment. The Consultant may not assign or subcontract any portion of the services to be provided under this Agreement without the express written consent of the City.

17. Entire Agreement. This Agreement represents the entire integrated agreement between the City and the Consultant, superseding all prior negotiations, representations or agreements, written or oral. This Agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto. If extending the duration of the Agreement only, the parties may agree to such duration extension by written instrument approved and signed by the Consultant and by the Public Works Director if all other terms of the Agreement are unchanged and remain in full force and effect for the entire new duration of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement this _____
day of _____, 20____.

CONSULTANT

CITY OF GIG HARBOR

By: _____
Its: _____

By: _____
Tracie Markley, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:

City Attorney

EXHIBIT A

Cultural Resources Consultant (CRC) will conduct the following to support compliance with applicable cultural resources regulations for the North Creek Culvert Replacement at Harborview Drive project. CRC will:

- Coordinate with RCO cultural resources staff and project manager as needed.
- Conduct a search of site files recorded at Washington Department of Archaeology and Historic Preservation (DAHP); review relevant correspondence between the Project proponent, stakeholders, and DAHP; and review pertinent environmental, archaeological, ethnographic, and historical information appropriate to the Project area.
- Contact the cultural resources staff of tribes that may have an interest in the APE.
- Prepare a monitoring and inadvertent discovery plan for use during geotechnical field explorations and provide one (1) day of archaeological monitoring.
- Provide a field investigation of the APE for identification of archaeological and historic resources and, if necessary, excavation of shovel test probes or other exploratory excavations in environments that might contain buried archaeological deposits. Field methods will be consistent with DAHP guidelines.
- Document and record archaeological and historic resources within the APE, including preparation of Washington State archaeological and/or historic site(s) forms. Documentation will be consistent with DAHP standards.
- Prepare a Technical Memorandum describing background research, field methods, result of investigations, management recommendations, and RCO's Plan and Procedures for the Unanticipated Discovery of Cultural Resources and Human Skeletal. The report will provide supporting documentation of findings, including maps and photographs, and will conform to DAHP reporting standards.

Assumption(s)

- No more than one archaeological resource will be identified and recorded.
- No historic resources will be identified and recorded.
- No more than eight (8) shovel test probes will be excavated.
- No private utility locates will be required.
- CITY will coordinate right-of-entry for CRC to conduct field investigations throughout the APE.

Deliverables

- Draft and final monitoring and inadvertent discovery plan will be provided electronically in PDF format.
- Draft and final report (and inventory forms, if completed) will be provided electronically in PDF format.

Fee estimate: \$4,700.00

North Creek Culvert Replacement Project at Harborview Drive

Conceptual Project Site Map



City Waste Water Treatment Plant



Legend

Potential Area of Effect (0.44 acre)

Proposed Project Area

North Creek (0.09 mile)

Unnamed Tributary (0.06 mile)

Pipe to be Abandoned (0.12 mile)

Hydro Centerlines (Pierce County)

Hydro Centerline

Pipe/Culvert



The map features are approximate and are intended only to provide an indication of said features. Additional data may have been released in the past. This is not a survey. Orthophotos and aerial imagery are used. The City assumes no liability for variations associated by actual data. ALL DATA IS PROVIDED AS IS AND WITH ALL FAULTS. The City makes no warranty of fitness for a particular purpose. The information on this map will change over time. City of Gig Harbor, Pierce County, Washington, 98503. Copyright 2023, Google 2023.



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: June 13, 2022

SUBJECT: Wilkinson Farmhouse Lease Agreement Amendment

SUBMITTED BY: Parks Manager Matthew Keough

DEPARTMENT: Administration

PHONE: 853-8253

SUGGESTED MOTION: Move to authorize the City Administrator to execute the second amendment to the existing lease agreement with Madison Rawson and Luke Plummer for the Wilkinson Farmhouse residence.

BACKGROUND INFORMATION: The proposed lease amendment establishes a one-year extension to be followed by month-to-month renewal beginning on June 1, 2023. The monthly rental rate of \$1313.25 is to remain in effect.

Park staff conducted an annual inspection in May, finding acceptable property conditions and continued proactive cooperation from tenants.

FISCAL CONSIDERATION: None.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: None.

ATTACHMENTS: Lease Amendment #2

STRATEGIC PLAN PRIORITY: N/A

**SECOND AMENDMENT TO LEASE AGREEMENT – RESIDENTIAL BETWEEN THE
CITY OF GIG HARBOR AND MADISON RAWSON AND LUKE PLUMMER**

THIS SECOND AMENDMENT to the existing residential lease agreement is made between the City of Gig Harbor ("Landlord") and Madison Rawson and Luke Plummer ("Tenants") for the home and real property located at 4118 Rosedale Street, Gig Harbor, Washington 98335, Pierce County, (hereinafter the "Property" or "Premises").

RECITALS

WHEREAS, the Parties desire to revise the terms of the agreement; and

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the Parties in this Amendment as follows:

Section 2 of the Lease Agreement is amended to read as follows:

2. Term. This Rental Agreement shall commence on June 1, 2020 for a one-year term. This rental agreement shall be extended for additional one-year terms commencing on June 1, 2021, and June 1, 2022, and shall continue thereafter on a month-to-month basis until terminated by either party as provided below.

EXCEPT AS EXPRESSLY MODIFIED BY THIS AMENDMENT, ALL TERMS AND CONDITIONS OF THE AGREEMENT SHALL REMAIN IN FULL FORCE AND EFFECT.

IN WITNESS WHEREOF, the parties have executed this Amendment on this _____ day of _____, 2022.

TENANT:

Madison Rawson

Date

Luke Plummer

Date

LANDLORD:

Katrina Knutson, Interim City Administrator

Date



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: June 16, 2022

SUBJECT: Professional Services Contract 38th Ave Half-Width-Roadway
Improvements Phase 2

SUGGESTED MOTION: Approve and authorize the Mayor to execute a Professional Services Contract with KPFF, Inc. in an amount not to exceed \$745,220.00.

SUBMITTED BY: Associate Engineer Stephanie Seibel, PE

DEPARTMENT: Public Works/Engineering

PHONE: 253-853-7626

BACKGROUND INFORMATION: This project will provide pedestrian improvements from 56th Avenue along the east side of 38th Avenue to Hunt Street. The project will also include low-impact design for stormwater management.

In the City's 2022 Budget, Street Division – Capital Objective 10 is identified to complete the design and permitting for these improvements for construction in 2023. This professional services contract will complete the design and permitting of this project and will provide the City with construction bid documents by spring of 2023.

FISCAL CONSIDERATION: The 2022 Budget allocated \$ 800,000 for the 38th Avenue Phase 2 Half-Width Roadway Improvements project. It was anticipated that \$500,000 of this amount would be a Federal Grant. This Grant was not received so additional City funds will need to be allocated. Staff recommends using the Transportation Benefit District Fund for the additional amount.

The proposed funding for the project is as follows:

Federal Grant	\$0
Transportation Benefit District (TBD)	\$650,000
Transportation Impact Fee Funds	\$150,000

Expenditure Required: \$ 745,220.00	Amount Budgeted: \$ 800,000.00	Appropriation Required: \$ 445,220.00
--	-----------------------------------	--

Note: Sufficient funds exist in the ending fund balance for the Street Division Capital fund as there are Street Capital projects in the 2022 budget that will not be completed this year that may be used to pay for the over-budget amount. We may not need the TBD funding if this is the case.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: N/A

ATTACHMENTS: Professional Services Contract with Exhibits A and B.

STRATEGIC PLAN PRIORITY: Maintain small town character and historic preservation while growing responsibly

**PROFESSIONAL SERVICES CONTRACT
BETWEEN THE CITY OF GIG HARBOR AND
KPFF CONSULTING ENGINEERS**

THIS AGREEMENT is made by and between the City of Gig Harbor, a Washington municipal corporation (the "City"), and KPFF Consulting Engineers, a Washington corporation (the "Consultant").

RECITALS

WHEREAS, the City is presently engaged in Design of the 38th Avenue Improvement Project Phase 2 project and desires that the Consultant perform services necessary to provide the following consultation services; and

WHEREAS, the Consultant agrees to perform the services more specifically described in the Scope of Work including any addenda thereto as of the effective date of this Agreement, all of which are attached hereto as **Exhibit A – Scope of Work**, and are incorporated by this reference as if fully set forth herein;

NOW, THEREFORE, in consideration of the mutual promises set forth herein, it is agreed by and between the parties as follows:

TERMS

1. Retention of Consultant - Scope of Work. The City hereby retains the Consultant to provide professional services as defined in this Agreement and as necessary to accomplish the scope of work attached hereto as **Exhibit A** and incorporated herein by this reference as if set forth in full. The Consultant shall furnish all services, labor and related equipment necessary to conduct and complete the work, except as specifically noted otherwise in this Agreement.

2. Payment.

A. The City shall pay the Consultant an amount based on time and materials, not to exceed Seven Hundred Forty-Five Thousand Two Hundred Twenty Dollars and Zero Cents (\$745,220.00) for the services described in Section 1 herein. This is the maximum amount to be paid under this Agreement for the work described in **Exhibit A**, and shall not be exceeded without the prior written authorization of the City in the form of a negotiated and executed supplemental agreement. The Consultant's staff and billing rates shall be as described in **Exhibit A**. The Consultant shall not bill for Consultant's staff not identified or listed in **Exhibit A** or bill at rates in excess of the hourly rates shown in **Exhibit A**, unless the parties agree to a modification of this Contract, pursuant to Section 17 herein.

B. The Consultant shall submit monthly invoices to the City after such services have been performed, and a final bill upon completion of all the services described in this Agreement. The City shall pay the full amount of an invoice within 45 days of receipt. If the City objects to all or any portion of any invoice, it shall so notify the Consultant of the

same within 15 days from the date of receipt and shall pay that portion of the invoice not in dispute, and the parties shall immediately make every effort to settle the disputed portion.

3. Duration of Work. The City and the Consultant agree that work will begin on the tasks described in **Exhibit A** immediately upon execution of this Agreement. The parties agree that the work described in **Exhibit A** shall be completed by March 1, 2023; provided however, that additional time shall be granted by the City for excusable days or extra work. Further, the parties may extend the duration of this Agreement consistent with the terms of Section 17 below.

4. Termination. The City reserves the right to terminate this Agreement at any time upon ten (10) days written notice to the Consultant. Any such notice shall be given to the address specified above. In the event that this Agreement is terminated by the City other than for fault on the part of the Consultant, a final payment shall be made to the Consultant for all services performed. No payment shall be made for any work completed after ten (10) days following receipt by the Consultant of the notice to terminate. In the event that services of the Consultant are terminated by the City for fault on part of the Consultant, the amount to be paid shall be determined by the City with consideration given to the actual cost incurred by the Consultant in performing the work to the date of termination, the amount of work originally required which would satisfactorily complete it to date of termination, whether that work is in a form or type which is usable to the City at the time of termination, the cost of the City of employing another firm to complete the work required, and the time which may be required to do so.

5. Non-Discrimination. The Consultant agrees not to discriminate against any customer, employee or applicant for employment, subcontractor, supplier or materialman, because of race, color, creed, religion, national origin, marital status, sex, sexual orientation, age or handicap, except for a bona fide occupational qualification. The Consultant understands that if it violates this provision, this Agreement may be terminated by the City and that the Consultant may be barred from performing any services for the City now or in the future.

6. Independent Status of Consultant. The parties to this Agreement, in the performance of it, will be acting in their individual capacities and not as agents, employees, partners, joint ventures, or associates of one another. The employees or agents of one party shall not be considered or construed to be the employees or agents of the other party for any purpose whatsoever.

7. Indemnification.

A. The Consultant shall defend, indemnify and hold the City, its officers, officials, employees and volunteers, harmless from any and all claims, injuries, damages, losses or suits including attorneys fees, arising out of or resulting from the negligent or wrongful acts, errors or omissions of the Consultant in performance of this Agreement, except for injuries and damages caused by the sole negligence of the City.

B. In the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the Consultant and the City, its officers, officials, employees or volunteers, the Consultant's liability, including the duty and cost to defend, hereunder shall be only to the extent of the Consultant's negligence. It is further specifically and expressly understood that the indemnification provided herein constitutes the Consultant's waiver of immunity under Title 51 RCW, solely for the purposes of this indemnification. This waiver has been mutually negotiated by the parties. The provisions of this section shall survive the expiration or termination of this Agreement.

8. Insurance.

A. The Consultant shall procure and maintain for the duration of the Agreement, insurance against claims for injuries to persons or damage to property which may arise from or in connection with the performance of the work hereunder by the Consultant, its agents, representatives, or employees.

B. No Limitation. The Consultant's maintenance of insurance as required by this Agreement shall not be construed to limit the liability of the Consultant to the coverage provided by such insurance, or otherwise limit the City of Gig Harbor's recourse to any remedy available at law or in equity.

C. Minimum Scope of Insurance. The Consultant shall obtain at no cost to the City and maintain said insurance in force for the duration of this agreement, insurance of the types described below:

1. Automobile Liability insurance covering all owned, non-owned, hired and leased vehicles. Coverage shall be written on Insurance Services Office (ISO) form CA 00 01 or a substitute form providing equivalent liability coverage. If necessary, the policy shall be endorsed to provide contractual liability coverage.
2. Commercial General Liability insurance shall be written on ISO occurrence form CG 00 01 or a substitute form providing equivalent liability coverage and shall cover liability arising from premises, operations, independent contractors and personal injury and advertising injury. The City shall be named by endorsement as an additional insured under the Consultant's Commercial General Liability insurance policy with respect to the work performed for the City.
3. Workers' Compensation coverage as required by the Industrial Insurance laws of the State of Washington.
4. Professional Liability insurance appropriate to the Professional's profession.

D. Minimum Amounts of Insurance. The Consultant shall maintain the following insurance limits:

1. Automobile Liability insurance with a minimum combined single limit for bodily injury and property damage of \$1,000,000 per accident.

2. Commercial General Liability insurance shall be written with limits no less than \$1,000,000 each occurrence, \$2,000,000 general aggregate.
3. Employer's Liability, each accident \$1,000,000, Employer's Liability Disease-each employee \$1,000,000, and Employer's Liability Disease - Policy Limit \$1,000,000.
4. Professional Liability insurance shall be written with limits no less than \$1,000,000 per claim.

E. Other Insurance Provisions. The insurance policies are to contain, or be endorsed to contain, the following provisions for Automobile Liability, Professional Liability and Commercial General Liability insurance:

1. The Consultant's insurance coverage shall be primary insurance as respect to the City of Gig Harbor. Any insurance, self-insurance, or insurance pool coverage maintained by the City shall be excess of the Consultant's insurance and shall not contribute to it.
2. The City of Gig Harbor will not waive its right to subrogation against the Consultant. The Consultant's insurance shall be endorsed acknowledging that the City of Gig Harbor will not waive its right to subrogation. The Consultant's insurance shall be endorsed to waive the right of subrogation against the City of Gig Harbor, or any self-insurance, or insurance pool coverage maintained by the City of Gig Harbor.
3. The Consultant's insurance shall be endorsed to state that coverage shall not be cancelled by either party, unless thirty (30) days prior written notice by certified mail, return receipt requested, has been given to the City.
4. If any coverage is written on a "claims made" basis, then a minimum of a three (3) year extended reporting period shall be included with the claims made policy, and proof of this extended reporting period provided to the City.

F. Acceptability of Insurers. Insurance is to be placed with insurers with a current A.M. Best rating of not less than A:VII and licensed to conduct business in the State of Washington.

G. Verification of Coverage. The Consultant shall furnish the City with original certificates and a copy of the amendatory endorsements, including but not necessarily limited to the additional insured endorsement, evidencing the insurance requirements of the Consultant before commencement of the work.

9. Ownership and Use of Work Product. Any and all documents, drawings, reports, and other work product produced by the Consultant under this Agreement shall become the property of the City upon payment of the Consultant's fees and charges therefore. The City shall have the complete right to use and re-use such work product in any manner deemed appropriate by the City, provided, that use on any project other than that for which the work product is prepared shall be at the City's risk unless such use is agreed to by the Consultant.

10. City's Right of Inspection. Even though the Consultant is an independent contractor with the authority to control and direct the performance and details of the work authorized under this Agreement, the work must meet the approval of the City and shall be subject to the City's general right of inspection to secure the satisfactory completion thereof. The Consultant agrees to comply with all federal, state, and municipal laws, rules, and regulations that are now effective or become applicable within the terms of this Agreement to the Consultant's business, equipment, and personnel engaged in operations covered by this Agreement or accruing out of the performance of such operations.

11. Records.

A. The Consultant shall keep all records related to this Agreement for a period of three years following completion of the work for which the Consultant is retained. The Consultant shall permit any authorized representative of the City, and any person authorized by the City for audit purposes, to inspect such records at all reasonable times during regular business hours of the Consultant. Upon request, the Consultant will provide the City with reproducible copies of any such records. The copies will be provided without cost if required to substantiate any billing of the Consultant, but the Consultant may charge the City for copies requested for any other purpose.

B. Consultant acknowledges that the City is an agency governed by the public records disclosure requirements set forth in chapter 42.56 RCW. Consultant shall fully cooperate with and assist the City with respect to any request for public records received by the City concerning any public records generated, produced, created and/or possessed by Consultant and related to the services performed under this Agreement. Upon written demand by the City, the Consultant shall furnish the City with full and complete copies of any such records within ten business days. Consultant's failure to timely provide such records upon demand shall be deemed a material breach of this Agreement. To the extent that the City incurs any monetary penalties, attorneys' fees, and/or any other expenses as a result of such breach, the Consultant shall indemnify and hold harmless the City as set forth in Section 7. For purposes of this section, the terms "public records" and "agency" shall have the same meaning as defined by chapter 42.56 RCW, as construed by Washington courts.

C. The provisions of this section shall survive the expiration or termination of this Agreement.

12. Work Performed at the Consultant's Risk. The Consultant shall take all precautions necessary and shall be responsible for the safety of its employees, agents, and subconsultants in the performance of the work hereunder and shall utilize all protection necessary for that purpose. All work shall be done at the Consultant's own risk, and the Consultant shall be responsible for any loss of or damage to materials, tools, or other articles used or held by the Consultant for use in connection with the work.

13. Non-Waiver of Breach. The failure of the City to insist upon strict performance of any of the covenants and agreements contained herein, or to exercise any option herein conferred in one or more instances shall not be construed to be a waiver

or relinquishment of said covenants, agreements, or options, and the same shall be and remain in full force and effect.

14. Resolution of Disputes and Governing Law.

A. Should any dispute, misunderstanding, or conflict arise as to the terms and conditions contained in this Agreement, the matter shall first be referred to the City Engineer or Director of Operations and the City shall determine the term or provision's true intent or meaning. The City Engineer or Director of Operations shall also decide all questions which may arise between the parties relative to the actual services provided or to the sufficiency of the performance hereunder.

B. If any dispute arises between the City and the Consultant under any of the provisions of this Agreement which cannot be resolved by the City Engineer or Director of Operations determination in a reasonable time, or if the Consultant does not agree with the City's decision on the disputed matter, jurisdiction of any resulting litigation shall be filed in Pierce County Superior Court, Pierce County, Washington. This Agreement shall be governed by and construed in accordance with the laws of the State of Washington. The prevailing party in any such litigation shall be entitled to recover its costs, including reasonable attorney's fees, in addition to any other award.

15. Written Notice. All notices required to be given by either party to the other under this Agreement shall be in writing and shall be given in person or by mail to the addresses set forth below. Notice by mail shall be deemed given as of the date the same is deposited in the United States mail, postage prepaid, addressed as provided in this paragraph.

CONSULTANT:
ATTN: Nathan Anderson, P.E.
KPFF Consulting Engineers
1601 Fifth Ave, Suite 1600
Seattle, WA 98101
206-622-5822

City of Gig Harbor
ATTN: Stephanie Seibel, P.E.
City of Gig Harbor
3510 Grandview Street
Gig Harbor, WA 98335
(253) 851-6170

16. Subcontracting or Assignment. The Consultant may not assign or subcontract any portion of the services to be provided under this Agreement without the express written consent of the City.

17. Entire Agreement. This Agreement represents the entire integrated agreement between the City and the Consultant, superseding all prior negotiations, representations or agreements, written or oral. This Agreement may be modified, amended, or added to, only by written instrument properly signed by both parties hereto. If extending the duration of the Agreement only, the parties may agree to such duration extension by written instrument approved and signed by the Consultant and by the Department Director if all other terms of the Agreement are unchanged and remain in full force and effect for the entire new duration of the Agreement.

IN WITNESS WHEREOF, the parties have executed this Agreement this _____
day of _____, 20____.

CONSULTANT

DocuSigned by:
By: Nathan Anderson
Its: 2B41E53AC86344A...

By: _____
Its: _____

CITY OF GIG HARBOR

DocuSigned by:
By: Tracie Markley
Tracie Markley, Mayor

ATTEST:

City Clerk

APPROVED AS TO FORM:
DocuSigned by:
Daniel Kenney
City Attorney



EXHIBIT A

SCOPE OF WORK

38th Avenue Improvement Project – Phase 2 CSP-2206 City of Gig Harbor

INTRODUCTION

During the term of this Professional Services Agreement (AGREEMENT), KPFF (CONSULTANT) shall perform professional services for the City of Gig Harbor (CITY) in connection with the following project: **38th Avenue Improvement Project – Phase 2 (PROJECT)**

PROJECT DESCRIPTION

The project consists of adding bike lanes, sidewalk, planter strip, and pedestrian lighting on the east side of the roadway between 56th Street and Hunt Street. It also includes incorporating pervious surfaces and other LID stormwater elements to reduce runoff, provide flow control, and water quality treatment. This phase is the second phase of improvements along 38th Avenue to increase pedestrian safety and bicycle access. The project will also be providing new curb and gutters, curb ramps, and associated utility coordination for relocations.

The services provided by the CONSULTANT team are to: develop alternative concepts; work with the CITY to select a preferred alternative; take the preferred alternative through final design; coordinate with stakeholders and utilities; provide right-of-way acquisition services (as needed), acquire environmental permits, and support the CITY through the bidding process.

PROJECT TEAM

The project team includes:

Owner	City of Gig Harbor
Prime Consultant	KPFF
Civil Engineer	KPFF
Drainage Engineer	KPFF
Structural Engineer	KPFF
Survey	Furtado & Associates
Geotechnical Engineer	HWA
Environmental / Permitting	The Watershed Company
Arborist	The Watershed Company
Right-of-Way / TCE's	RES Group NW (RESGNW)

Stephanie Seibel
June 2, 2022
Page 2 of 32

Illumination
Landscape Architect
Cultural Resources

DKS
Bruce Dees (BDA)
Aqua Terra CRC (ATCRC)

MAJOR MILESTONE SCHEDULE

Below is a preliminary schedule of major milestones for the project. After notice to proceed, the CONSULTANT will provide a detailed schedule as described in Task 1.3.

NTP June 2022
Survey Complete..... July 2022
Alt. Analysis..... July 2022
30% Design..... August 2022
60% Design..... October 2022
90% Design..... December 2022
100% Design..... January 2023
Ad-Ready March 2023

The services will include the tasks as outlined below:

TASK 1: PROJECT MANAGEMENT (KPFF)

The CONSULTANT shall provide project administration and coordination with the CITY to facilitate efficient progress and timely completion of the project.

TASK 1.1: MONTHLY PROGRESS REPORTING AND INVOICING

Prepare and submit monthly progress reports containing the following:

1. Invoices showing the actual costs; and
2. Status of work performed during work period.

TASK 1.2: DESIGN MEETINGS

The CONSULTANT will hold weekly meetings with consultant design team to coordinate design tasks and ensure submittal schedules are on track. A submittal log will be created and maintained to track all deliverables sent to the CITY and other agencies.

Deliverables:

- Prepare and maintain a Submittal Log

TASK 1.3: SCHEDULE

The CONSULTANT will prepare a Gantt Chart style schedule to define design tasks begin/end dates, deliverable deadlines, and major milestones. The schedule will be updated once every 2 months for the duration of the project.

Deliverables:

- Project schedule with regular updates.

TASK 1.4: PROJECT MEETINGS

Project meetings will be held bi-weekly to coordinate with the project team, inform the CITY Project Manager of progress, identify issues, and receive direction. These meetings will be in person at the CITY offices or held virtually as agreed upon by the project team. For scoping purposes, the CONSULTANT shall assume a maximum of two (2) CONSULTANT staff will attend fourteen (14) meetings.

TASK 1.5: MANAGEMENT AND QUALITY CONTROL

The CONSULTANT will provide direction and oversight of the project design team to ensure accurate and timely implementation of the work plan and the appropriate coordination of work activities, including the review of each project design team member's work over the course of the project.

This effort provides the leadership to the team to carry out an integrated work plan across disciplines, adhere to deadlines, budget constraints, and other issues.

The schedule will be developed in coordination with the CITY under this task.

This task includes the effort related to providing quality control for the work activities in this scope of work. It will include a review by staff with technical expertise in the specific work area and by senior staff to ensure that the project is technically correct and meets the requirements of the scope of work.

TASK 1.6: MANAGEMENT RESERVE

The CONSULTANT fee estimate will include \$15,000 to cover costs of additional consultant services, as needed. Use of this fee will require authorization by the City of Gig Harbor.

TASK 2: SURVEY (FURTADO)

Furado will perform topographical survey and prepare basemapping for the PROJECT. The survey limits consist of the 38th Avenue corridor, between 56th Street and Hunt Street, as shown in **Figure #1**. The survey and mapping will consist of ROW to ROW along with 10' outside of the ROW as visible from the ROW. The limits will extend 15' perpendicular

beyond the 38th Avenue ROW line at intersecting streets.

TASK 2.1: CONTROL SURVEYS

Furtado shall perform control surveys for the project, including datum control surveys, ground control for topographic completion surveys, and control surveys for road right-of-ways. Parcel boundary calculations will not be conducted at this level of project design. Any property corners discovered during the field survey will be surveyed and included in the project basemaps.

TASK 2.2: TOPOGRAPHIC MAPPING SURVEYS

A professional surveyor, licensed in the State of Washington will perform ground-based topographic surveys to generate existing condition basemaps at a 1"=20' scale and prepare 1' contours generated with a digital terrain model (DTM). The survey will include but is not limited to the following elements within the right-of-way:

Transportation Features:

- Survey roadway centerline
- Top and bottom of curb (flowline)
- Back of sidewalk and at grade changes
- Pavement type
- Driveways
- Street lighting
- Landscaping strips
- Sidewalks, including joints within 10 feet from the end of sidewalks (approx. 3 locations)
- Channelization (signing and striping include cross walks, bike lanes, and painted curbs)
- Bus stop locations
- Traffic signals and appurtenances including dimensions of pole foundations
- Height of signal poles and street light poles
- Traffic signal loops, if visible
- Hand holes with their size and orientation
- Curb ramps
- Existing survey monuments

- A sufficient number of survey shots shall be collected to determine the approximate location of the road crown and to construct a surface model adequate to generate 1' contours and a roadway and curb profile.

Outside of Right-of-Way: (if able to survey from ROW)

- Building faces
- Fences and gates
- Mailboxes
- Steps and stairways
- Back of sidewalk and driveway locations

Curb Returns:

- Top and bottom (flowline) of curb at PC/PT and the quarter points of each curb return
- Survey shots shall be taken in the area between the curb return and the right-of-way such that horizontal and vertical information is available to support the design of new curbs, curb ramps, and surrounding sidewalk.

Surface Utilities:

- Survey surface utility features and elevations of water, sanitary sewer, storm sewer, gas, electric, and telecommunications including, manholes, vaults, catch basins, inlets, valves, hydrants, cleanouts, and other similar items.
- Survey paint marks placed on the ground by the private utility locator.
- Survey of pothole pin locations (up to 10 pins). Potholing activity performed by others.

As-Built Underground Features (Sanitary and Storm Sewer):

- Rim and invert elevations of accessible structures within the project limits
- Structure type (i.e. inlet, catch basin, manhole, etc.)
- Size of structure (diameter and dimensions if a rectangular structure)
- Orientation of structure
- Pipe and structure material
- Measure downs to top of nut on gas and water valves.

Landscaping and Natural Features:

- Locate general edge of large areas of vegetation
- Trees:
 - Type (evergreen or deciduous symbol, labeled trunk and drip diameter)

- Tree size (6" diameter or greater at design breast height (DBH))
- Tree canopy diameter (as measured on aerial photos or equivalent, shown in text only on the basemap)
- Ornamental trees (2" or greater) within 5-feet of utility meters

Deliverables:

- 2D basemap containing mapped elements, the resulting calculated ROW and survey control point table. Submitted in dwg format.
- 3D existing ground surface DTM drawing capable of generating 1' contours. Submitted in dwg format.

Assumptions:

- Outreach notices will be performed by City of Gig Harbor.
- Necessary Right-of-Entries (ROE) will be provided by City of Gig Harbor for properties in a timely manner prior to deployment of field activities. Inability to provide ROE in a timely manner prior to deployment will result in a delay and additional effort outside the scope stated here within. Unrestricted access will be provided to site prior to survey work being performed.
- CAD template with layers appropriate for the standard will be provided to Furtado prior to any field work being performed.
- Basemapping will be provided in: Civil3D 2018 using City of Gig Harbor CAD standards. The City shall provide the CAD standards two-weeks prior to work being performed.
- Basemap versioning and design requests impacting survey and basemapping efforts will be monitored and scheduled through the Prime Consultant.
- NAD1983/91 HARN State Plan South FIPS 4602 horizontal and NAVD88 vertical datums will be used for the basemapping.
- Field survey support effort consists of a 2-person crew for up to fifteen occurrences (10-hour days) and would include any time impacts related to delinquent or unprocessed NOEs, ROEs or refusal of access related to field activities.
- City of Gig Harbor or KPFF shall provide documentation delineating the specified areas of the three locations in which expansion joint detail of sidewalks is required.
- Measure downs of gas and water valves will be completed at accessible locations only. Data will not be completed at location in which barriers, such as locked lids, prevent data collection. City of Gig Harbor shall provide GIS records of gas and water valve locations prior to field effort.
- Maintenance holes over 25 feet deep or full of debris/water may not be as-built. They may require confined space entry to access the maintenance hole in order to accurately measure the depth.

- Trees six (6) inches in diameter and above will be surveyed. Trees will be labeled with trunk and dripline diameter and the species will only be classified as coniferous or deciduous.
- Property line and easement locations shown on survey basemap will be based on public record information.
- Consultant will call One Call (811) and pick-up utilities within ROW that are marked. Consultant will supplement One Call located utilities with a private locator to locate conductible utilities within ROW..
- Utility tone marks will stop at the public right-of-way.
- Cost includes equipment and materials.
- Title reports with full supporting documents for review are anticipated to be completed under a later phase.
- One draft and one final set of easement exhibits, and legal descriptions are included. This implies 1 set of review comments are to be addressed.

TASK 2.3: RIGHT-OF-WAY

The Furtado will create up to four (4) Temporary Construction Easements and Permanent Easement exhibits and legal descriptions along the project alignment.

Deliverables:

- Legal descriptions and ROW exhibits for up to four (4) parcels, stamped by a Washington State PLS.

TASK 2.3: RIGHT-OF-WAY

Furtado will create up to four (4) Temporary Construction Easements and Permanent Easement exhibits and legal descriptions along the project alignment.

Deliverables:

- Legal descriptions and ROW exhibits for up to four (4) parcels, stamped by a Washington State PLS.



Figure 1: Approximate Survey Limits

TASK 3: GEOTECHNICAL ENGINEERING (HWA)

TASK 3.1: GEOTECHNICAL PROJECT SETUP

1. **Project Setup:** HWA will initiate the project and set up billing information in support of invoicing throughout the project management.
2. **Collect and Review Available Geotechnical Data:** HWA will review all readily available geotechnical information from the vicinity of the proposed project. This will include a review of the existing geotechnical reports for adjacent project sites, available geologic maps, online databases, and HWA's library of geotechnical explorations to provide insight into the site soil conditions

TASK 3.2: GEOTECHNICAL FIELD EXPLORATION

1. **Perform Site Reconnaissance:** HWA will conduct a geotechnical site reconnaissance of the project corridor. This reconnaissance will be used to identify geotechnical challenges and to assist in planning the geotechnical exploration program.
2. **Plan the Geotechnical Field Exploration Program:** HWA will plan and coordinate the geotechnical exploration program for the project. The exploration program will consist of drilling a series of up to six (6) geotechnical borings to provide data for conceptual design of sidewalks, construction of retaining structures, and luminaire foundations.
3. **Conduct Utility Locates:** HWA will mark the proposed exploration locations and arrange for utility locates using the Utility Notification Center. HWA will make additional site visits to verify that the proposed locations of the borings are clear of utilities prior to finalizing the exploration plans and mobilizing the equipment. HWA will also utilize private utility locates on the day of drilling to further assess the clearance of the subgrade from any buried public or private utilities.

4. **Prepare Site and Exploration Plan with Traffic Control Plans:** HWA will prepare a Geotechnical Work Plan Memoranda for the proposed exploration program. HWA will also coordinate with the City and design team and develop site specific traffic control plans for each proposed geotechnical exploration. These plans will be based on WSDOT Traffic Control Plans and signed by an engineer or TCS. The work plan will be submitted to the design team and the City for review and approval. The work plan will detail the type, location, and extent of proposed field explorations along with logistics necessary to perform the work such as traffic control plans and staging areas. The work plans will also be used for utility locating clearances and for permitting that may be necessary to access the exploration locations.
5. **Coordinate with subcontractors for proposed explorations:** HWA will coordinate with the various sub-contractors regarding schedule, meeting locations, and required equipment.
6. **Conduct Geotechnical Explorations:** HWA will conduct a series of up to three (3) days of geotechnical borings along the project corridor evenly spaced along the corridor, to assess the subsurface soil and groundwater conditions along the alignment. We anticipate completing six (6) borings which will be drilled to depths of **20 to 30** feet below ground surface in support of sidewalk foundation design and associated retaining walls. These borings will be spaced out approximately 400 feet per boring along the alignment and alternate between the northbound and southbound lanes to assess both sides of the roadway for potential improvements. Northbound boring locations will be completed in support of wall design, pavement design, and infiltration testing. Southbound boring locations will be completed in support of pavement design.

HWA will install a 1-inch diameter groundwater monitoring piezometer adjacent to two (2) of the proposed borings to monitor and assess the groundwater fluctuation during the wet season. Data logging transducers will be installed in the monitoring piezometer to record water levels. The water level information collected will be used in geotechnical analyses to developing recommendations for infiltration potential and possible dewatering and construction impacts, as appropriate. These transducers will be set to take groundwater elevation readings every hour for up to 1 year or project completion.

Each boring will be drilled with a truck or track mounted drill rig. Given limited space on the shoulder and anticipated utility obstructions, we anticipate that the boring locations will have to be shifted into the traffic lanes and will require a single-lane closure.

Traffic control for borings that have to be located in traffic lanes will include shoulder and single lane closures. Any anticipated lane closures will require flaggers assistance.

The geotechnical borings will be logged by an HWA geotechnical engineer or engineering geologist. The borings will be backfilled per the department of ecology requirement. Samples will be screened visually for signs of contamination. All non-contaminated drilling spoils will be drummed and transported off-site for disposal by the driller.

7. **Prepare Summary Logs and Assign Laboratory Testing:** HWA will prepare summary boring logs and perform laboratory testing to evaluate relevant physical properties of the site soils. Laboratory testing will include moisture content, hydrometers, grain-size distribution, cation-exchange and organic content.
8. **Conduct Groundwater Monitoring:** HWA will make two (2) site visits to download and process the groundwater data from the groundwater monitoring well installed. Temporary lane closure and yield signs will be established in order to extract transducers from the groundwater monitoring wells. This data will be used to provide the designer and prospective contractors with seasonal groundwater variations across the site.

TASK 3.3: GEOTECHNICAL ENGINEERING ANALYSIS AND RECOMMENDATIONS

1. **Evaluate Field and Laboratory Data:** Based on the borings and the laboratory test results on selected samples, HWA will generate estimates of the soil strength and other properties needed to evaluate the effects the subsurface conditions will have on the proposed improvements.
2. **Generate AASHTO Seismic Design Parameters:** Based on the soils encountered along the alignment, HWA will determine the Seismic Site Class for seismic design. The design spectral acceleration parameters will then be selected in accordance with the AASHTO Specifications for Road and Bridge.
3. **Evaluate Liquefaction Potential:** HWA will evaluate the susceptibility of the subsurface soils to liquefaction along the corridor and assess the potential impacts to the proposed improvements.
4. **Conduct Infiltration Screening Analyses and Provide Recommendation:** HWA will evaluate grain size distribution data obtained during the subsurface explorations to determine if onsite infiltration of stormwater is feasible.
5. **Geotechnical Design of Proposed Improvements:** HWA will conduct geotechnical design for the proposed improvements including evaluation of the subsurface soil's conditions and geotechnical recommendations for design and construction of luminaire foundations, sidewalk improvements, preliminary pavement design, and other various elements associated with the proposed improvements.
6. **Prepare Draft 30% Geotechnical Report:** HWA will prepare a draft geotechnical report for the project. This report will contain the results of the subsurface exploration program, including logs, laboratory test results, and a description of surface and subsurface conditions; a site plan showing exploration locations and other pertinent features; and geotechnical engineering recommendations for the design and construction of the proposed roadway improvements.
7. **Prepare Final 30% Geotechnical Report:** HWA will finalize our geotechnical report once we receive review comments from KPFF and the CITY.
8. **HWA Internal QA/QC:** All design calculations and recommendations will be reviewed by a senior principal prior to distribution to the design team or the City of Gig Harbor. Geotechnical Report will be prepared by a certified soils scientist, prof engineer,

geologist, or hydrogeologist licensed in the state of Washington.

TASK 3.4: PLAN AND SPECIFICATION REVIEW AND INPUT

1. **Miscellaneous Geotechnical Analysis for 30% Submittals:** HWA will provide miscellaneous geotechnical analysis to address questions provided by the City and design team on an as needed basis. HWA will provide task management to all geotechnical related aspects of the project. HWA will correspond with the City and the design team in the form of meetings, emails, fax, and telephone calls, as necessary
2. **Review and comment on the geotechnical aspects of the 30% submittals:** HWA will conduct a plan review based on comments provided to the 30% submittal to ensure that the geotechnical aspects of the project have been properly incorporated into the project plans.

TASK 3.5: PROJECT MANAGEMENT AND COORDINATION MEETINGS

1. **Project Coordination Meeting (Assume 4 meeting):** HWA will attend up to four (4) design team meetings with the City and/or design team to discuss aspects of the project. HWA assumes these meetings will be held virtually.
2. **Invoice Generation and Processing:** HWA will prepare monthly invoices, and progress reports for the duration of the design phase of the project.

Deliverables:

- Geotechnical Work Plan Memorandum
- Draft Geotechnical Engineering Report
- Final Geotechnical Engineering report

Assumptions:

- Three (3) days of drilling with up to six (6) geotechnical borings will be completed in support of development of the design for the corridor. The geotechnical borings and the installation of the groundwater monitoring well will be completed during the first phase of work in support of the 30% design.
- All geotechnical borings conducted through the roadway will be patched with rapid-setting concrete. No saw cuts and hot mix asphalt patches will be required.
- The subsurface explorations will not be used to assess site environmental conditions. However, visual and/or olfactory observations regarding potential contamination will be noted. Analysis, testing, storage, and handling of potentially contaminated soil and groundwater (either sampled or spoils from drilling) are beyond this scope of services. If contaminated soils and/or ground water are encountered, the material will be properly contained on-site for disposal as mutually agreed upon without additional cost to HWA.
- All non-contaminated drilling spoils and related debris will be drummed on site and transported off site for disposal by the drilling subcontractor.

- The borehole locations will be surveyed by others.
- Soil samples will be collected from the borings using the Standard Penetration Test (SPT) at intervals of about 2½ feet to a depth of 20 feet and at intervals of about 5 feet to the depth of termination.
- All Geotechnical Explorations will be completed during daylight weekday work hours. Anticipated work hours will be from 8AM to 5PM.

TASK 3.6: SMALL SCALE PILOT INFILTRATION TESTS – AS NEEDED

In the event that HWA's grain size analysis indicate that the soils near the base of the proposed infiltration facility are determined to be suitable for onsite infiltration, the completion of small scale pilot infiltration testing will be required to determine the design infiltration rate per the Stormwater Management Manual for Western Washington (SWMMWW). Completion of these tests will include the following tasks.

1. **Generate Small Scale Pilot Infiltration Test Exploration Memo:** HWA shall generate a field exploration memo that outlines our proposed small-scale pilot infiltration test exploration program. This memo will be used to convey critical information to the city for permitting and approval processes. The memo will include a narrative explaining the type, depth, location and timing of our proposed small-scale pilot infiltration tests. A figure showing the locations of our proposed field explorations, laydown areas and access points will be provided. Traffic control plans will be included, as appropriate.
2. **Plan and Coordinate Small Scale Pilot Infiltration Tests:** HWA will work with a local contractor to schedule the completion of the small-scale pilot infiltration test.
3. **Perform Site Reconnaissance and Mark Utility Locates:** Prior to conducting the small-scale pilot infiltration testing program, HWA will mark the proposed test locations and notify the one- call utility locating service to have underground utilities located in the vicinity of the proposed test.
4. **Conduct Pilot Infiltration Testing (PIT):** HWA will conduct four (4) small-scale PIT single ring infiltration test at the location of proposed infiltration systems to be constructed. The test will be conducted at a depth determined by the design team.

HWA will contract with a local contractor to set up the small-scale Pilot infiltration test. This preparation will be conducted in the shoulder alongside the roadway outside of active travel lanes. Shoulder closures will be utilized. The contractor will start by excavating the subsurface soils to the depth of the proposed infiltration facility. A 3-foot diameter PIT ring will be installed at the base of the excavation at the level of the proposed receptor soil and backfilled around with native soil. The excavation and setup for the pilot infiltration test will be conducted the day before each small-scale pilot infiltration test is to be completed. Once the site has been prepared and the PIT ring has been installed, plywood will be placed over the excavation upon completion and coned off with caution tape overnight.

The following morning, HWA will reinstall the traffic control and conduct each small-scale PIT. Water for the test will be obtained from a water truck or water fire hydrants

located along 38th Ave. Per the department of ecology manual, each small-scale pilot infiltration test will take approximately 8 hours to conduct.

Upon completion of testing, the excavation will be extended at least 5 feet below the base of the test to note if groundwater is present below the test location. If groundwater is encountered, depending upon the depth and type of facility to be used a mounding analysis may be required. HWA anticipates that the analysis will take up to 2 days to complete in office, after receipt of design parameters and facility dimensions from the design team.

Upon completion, the excavation will be backfilled with the previously excavated soils and compacted with a Hoe Pack. The surface conditions will be covered with gravel.

5. **Generate Small Scale PIT Log and Assign Laboratory Testing:** All of the soil samples retrieved from the PIT test will be sealed in plastic bags and taken to our Bothell, Washington office for further examination and testing. Soil information will be presented in a summary PIT log that will be generated upon completion of our exploration program.
6. **Conduct Infiltration Rate Analysis:** HWA will evaluate the data obtained from the small-scale PIT test and determine an appropriate infiltration rate for use in design of potential infiltration facilities.
7. **Provide Recommendations for Infiltration:** HWA will present the findings of our PIT and Infiltration Rate Analysis in our final geotechnical engineering report.

Deliverables:

- Small-Scale Infiltration Recommendations incorporated into Geotechnical Engineering Report
- The number of PIT tests is dependent on the location of the proposed infiltration facility and the variability in subsurface soil conditions encountered on site. For the purposes of this scope, HWA assumes that four (4) small-scale pilot infiltration tests will be suitable. If additional tests are determined to be necessary as a result of our subsurface investigation or determination by the design team, additional costs may be incurred.
- Soil samples will be collected at the base of the excavation using grab sample methods and tested to document the particle size distribution of the receptor soil.
- Upon completion the PIT excavation will be backfilled with excavated soils. This material will be maintained on site and covered with tarps to prevent oversaturation. Material will be compacted to at least 92 percent of its Modified Proctor maximum density (ASTM D 1557).
- The excavation will not be used to assess site environmental conditions. However, visual and/or olfactory observations regarding potential contamination will be noted. Analysis, testing, storage, and handling of potentially contaminated soil and groundwater (either sampled or spoils from drilling) are beyond this scope of services. If contaminated soils and/or ground water are encountered, the material will be properly contained on-site for disposal as mutually agreed upon without additional cost

to HWA.

- Drilling spoils, without indication of contamination, and related debris, beyond those utilized for the excavation backfill, will be drummed on site and transported off site for disposal by the excavation subcontractor.
- The PIT location will be surveyed by others.
- The excavation and backfill of the PIT test will be completed during daylight weekday work hours. Anticipated work hours will be from 8AM to 5PM. If work hours are reduced, additional time may be needed to backfill the excavations.

TASK 3.7: FWD TESTING – AS NEEDED

If subsurface conditions below the existing pavement section is determined to be highly variable, additional FWD Testing may be necessary to provide suitable pavement design recommendations. Testing will include FWD testing and additional pavement cores to supplement design.

1. **Generate FWD Testing Memo:** HWA shall generate a field exploration memo that outlines our proposed FWD test and pavement core exploration program. This memo will be used to convey critical information to the city for permitting and approval processes. The memo will include a narrative explaining the type, depth, location and timing of our proposed FWD testing and pavement cores. A figure showing the locations of our proposed field explorations, laydown areas and access points will be provided. Traffic control plans will be included, as appropriate.
2. **Perform Site Reconnaissance and Mark Utility Locates:** Prior to conducting the pavement cores, HWA will mark the proposed test locations and notify the one- call utility locating service to have underground utilities located in the vicinity of the proposed test.
3. **Conduct FWD Testing and Pavement Cores:** HWA will perform FWD testing along the travel lanes in each direction (approximately 10,000 feet of testing). Testing will be performed at intervals of approximately 100 feet. FWD testing sequence to consist of 3 drops at each test location (6k, 9k and 12k). Traffic control will require flagger controlled 1-lane closures along the entire alignment. We expect FWD testing will take 1 day to complete.

HWA will core the pavement at 6 locations along the project alignment. Cores will be performed in distressed areas to assess the depths of cracking as well as in non-distressed areas. Coring will be performed using a 6-inch-diameter, diamond-tipped core barrel. At each core location hand borings will be excavated through the core holes to depths of about 2 to 3 feet, in order to evaluate pavement layer thicknesses and subgrade soil conditions. Core holes will be patched with rapid-setting Portland cement concrete. Single lane closures and Flaggers will be required for all coring operations. We expect that pavement coring will take 1 day to complete.

4. **Generate Pavement Core Log and Assign Laboratory Testing:** All of the soil samples retrieved from the pavement cores will be sealed in plastic bags and taken to our Bothell, Washington office for further examination and testing. Soil information will be presented in a summary Pavement Core log that will be generated upon completion of our exploration program.
5. **Conduct Pavement Design:** HWA will evaluate the data obtained from the FWD Testing and Pavement Cores and perform a pavement design for the proposed roadway widening.
6. **Provide Recommendations for Pavement Design:** HWA will present the findings of our FWD Testing and Pavement Design in our geotechnical engineering report.

Deliverables:

- Pavement Design Recommendations incorporated into Geotechnical Engineering Report

Assumptions:

- FWD testing will be completed in both the northbound and southbound lanes. All FWD Testing and Pavement Cores will be completed during daylight weekday work hours. Anticipated work hours will be from 8AM to 5PM. If FWD Testing is requested to be completed during night hours to limit traffic impact, additional costs may be required.
- All pavement cores conducted through the roadway will be patched with rapid-setting concrete. No saw cuts and hot mix asphalt patches will be required.
- The subsurface explorations will not be used to assess site environmental conditions. However, visual and/or olfactory observations regarding potential contamination will be noted. Analysis, testing, storage, and handling of potentially contaminated soil and groundwater (either sampled or spoils from drilling) are beyond this scope of services. If contaminated soils and/or ground water are encountered, the material will be properly contained on-site for disposal as mutually agreed upon without additional cost to HWA.

TASK 4: UTILITY COORDINATION (KPFF)

The CONSULTANT will identify potential conflicts with existing utilities and determine pothole locations. The CONSULTANT will coordinate with utility representatives to develop relocation plans and attend up to four (4) one-on-one or group meetings. It is anticipated that telecom, water, and gas may be impacted by the project and require relocation.

Deliverables:

- Utility conflict log.

TASK 5: PRELIMINARY ENGINEERING (KPFF)

TASK 5.1: DATA GATHERING AND PROCESSING

The CONSULTANT review and process the survey basemap and gather any GIS files, aeriels, as-built plans, and engineering studies pertinent to the PROJECT.

TASK 5.2: ALTERNATIVE DEVELOPMENT AND ANALYSIS

1. The CONSULTANT will prepare conceptual plans and sections that depict new sidewalk and stormwater facilities for the PROJECT. The conceptual plans will include proposed elements such as curbs, sidewalk, planters, bike lanes, and paving limits. Up to three (3) typical section alternatives will be developed that may include varying widths of amenity zones and sidewalks. Potential walls and impacts to ROW, trees, and utilities will be identified. Figures will be created that display the alternative designs on aeriels. The CONSULTANT will make select a recommended alternative for CITY review.
2. The CONSULTANT will develop a stormwater strategy for the project based on guidance provided in the City of Gig Harbor Stormwater and Site Development Manual (2016); and Ecology's Stormwater Management Manual for Western Washington (SMMWW). New hard surfaces and pollution generating surfaces will be measured to determine which Minimum Requirements will be triggered. Preliminary sizing of flow control and water quality facilities will be calculated in conjunction with an investigation into LID opportunities at the site. Known stormwater issues within the project limits will be assessed and potential mitigation measures will be recommended.
3. Order of magnitude cost estimates will be generated based on measurements of known quantities. Unit prices will be based on WSDOT Unit Bid Analysis and recent bid history. Percentage-based assumptions will be made for items that cannot be quantified at a conceptual level. Reasonable contingencies will be added to the total construction cost.

Deliverables:

- 11x17 Alternatives figures. (PDF)
- Cost estimates. (PDF and Excel)

TASK 6: PLANS, SPECIFICATIONS, AND ESTIMATE; 30%, 60%, 90%, FINAL (KPFF)

TASK 6.1: CIVIL ENGINEERING

Based on the results of the alternative design and workshop, the CITY will provide direction to the CONSULTANT to proceed with the final design of the Preferred Alternative. The

CONSULTANT will prepare a set of construction drawings that will follow typical APWA CAD standards using AutoCad 2020. The plan series anticipated for this project:

- General
- Right-of-way/Site Preparation/TESC
- Typical Roadway Sections
- Paving, Channelization, and Signing Plans
- Paving Details
- Curb Ramp Details
- Driveway Profiles
- Grading and Drainage Plans
- Drainage Details
- Retaining Wall Plans, Profiles, and Details
- Landscaping Plan (Sub-consultant prepared)
- Illumination Plan (Sub-consultant prepared)

To prepare the sheets listed above, the CONSULTANT will perform design and documentation as follows:

1. Sidewalk Alignment:

The CONSULTANT will refine the design of the Preferred Alternative to further define sidewalk widths, amenity zone inclusion, LID facility locations, side street limits, and driveway preferences.

2. General Plan Production:

The CONSULTANT will prepare a complete set of construction drawings, including cover sheet, index, vicinity map, general notes and legend. The plan production format will follow typical APWA construction drawings. CAD files will be in compliance with APWA standards, and will be developed using AutoCad 2020.

3. TESC & Site Preparation:

The CONSULTANT will identify temporary erosion and sediment control (TESC) measures and construction/removal limits on the plans.

4. Paving and Grading:

The CONSULTANT will develop paving and grading plans based on the CITY standards, defaulting to WSDOT standards where appropriate. HMA widening and patching will match existing pavement thickness or match a thickness identified by the CITY.

Pedestrian ramps, crosswalks, and sidewalks will be developed to meet ADA

guidelines to the maximum extent feasible. The CONSULTANT will prepare the MEF documentation if required.

5. Signing and Striping:

The CONSULTANT will develop a channelization plan based on the MUTCD, CITY, and WSDOT requirements. This work will include bike lane signing and striping.

Deliverables:

- 30% Plans: one (1) electronic set in AutoCAD format; one (1) electronic set in searchable PDF format.
- 60% Plans: one (1) electronic set in AutoCAD format; one (1) electronic set in searchable PDF format.
- 90% Plans: one (1) electronic set in AutoCAD format; one (1) electronic set in searchable PDF format.
- Draft and Final Bid Ready Plans: one (1) electronic set in AutoCAD format; one (1) electronic set in searchable PDF format.

Assumptions:

- The CITY shall provide or make available the following items to the CONSULTANT:
 - City of Gig Harbor design standards & guidelines.
 - Existing GIS mapping information of the project including but not limited to general utility location maps.
 - Copies of existing record drawing information of the project area.
 - Updated utility contact information.
 - One set of consolidated review comments for each Major Milestone Submittal (30%, 60%, and 90%).
- The CONSULTANT's deliverables, including record drawings, are limited to the sealed and signed hard copies. Computer-generated files furnished by the CONSULTANT are for the CITY or other's convenience. Any conclusions or information derived or obtained from these files will be at user's sole risk.
- Illumination and Landscape design plans will be provided at the 60%, 90%, and 100% submittals. See Task 10 and 12 below for the landscaping and illumination scope of work.

TASK 6.2: STORM DRAINAGE

All stormwater management elements of the roadway shall be designed in accordance with the requirements of City of Gig Harbor Stormwater and Site Development Manual (2016) and the SMMWW. The CONSULTANT will perform the following tasks:

1. Design a stormwater system that is guided by the stormwater strategy identified during the Alternative Analysis task.
2. Conduct a site visit to field-verify existing conditions, utility as-builts, drainage sub-basin delineations, and to generally confirm accuracy of survey base mapping. A maximum of two (2) site visits is anticipated.
3. Address collection, conveyance, detention/retention, and water quality treatment facilities for the project per the required standards with a focus on LID solutions.
4. Prepare a Draft and Final Hydraulic Report in conformance with City of Gig Harbor 2016 Stormwater and Site Development Manual

Deliverables:

- Draft Hydraulic Report at 60% design submittal: one (1) electronic copy in Microsoft Word format and one (1) searchable PDF
- Final Hydraulic Report at 100% design submittal: one (1) electronic copy in Microsoft Word format and one (1) searchable PDF
- Draft stormwater report comment responses

Assumptions:

- Conveyance design will only include stormwater systems within the limits of the project. Capacity analysis and design of off-site stormwater conveyance systems are not included in this scope of work.
- City will provide documentation on existing drainage issues in the project site and the surrounding conveyance systems.

TASK 6.3: COST ESTIMATE

The CONSULTANT will develop a construction cost estimate based on the WSDOT Standard Specifications, WSDOT's historical bid analysis, the CONSULTANTS past project experience, and input from the CITY. Items will be listed by standard bid item number and specification location.

Deliverables:

- 30% Cost Estimate: one (1) electronic copy in Microsoft Excel (.xlsx) format, one (1) searchable PDF.
- 60% Cost Estimate: one (1) electronic copy in Microsoft Excel (.xlsx) format, one (1) searchable PDF.
- 90% Cost Estimate: one (1) electronic copy in Microsoft Excel (.xlsx) format, one (1) searchable PDF.
- Draft and Final Bid Ready Cost Estimate: one (1) electronic copy in Microsoft Excel (.xlsx) format, one (1) searchable PDF.

TASK 6.4: SPECIFICATIONS

The CONSULTANT will develop contract specifications based on the APWA/WSDOT unit bid format and generated using WSDOT's PSE program. It is assumed that the CITY will provide limited boilerplate specifications for Division 0 and Division 1, with the CONSULTANT making any necessary project specific modifications.

Deliverables:

- 60% Specifications: one (1) electronic copy in Microsoft Excel (.xlsx) format, one (1) searchable PDF.
- 90% Specifications: one (1) electronic copy in Microsoft Excel (.xlsx) format, one (1) searchable PDF.
- Draft and Final Bid Ready Specification: one (1) electronic copy in Microsoft Excel (.xlsx) format, one (1) searchable PDF.

Assumptions:

- The CITY will provide Front End and Division 1 templates.
- The CITY will provide Gig Harbor General Special Provisions.

TASK 7: PUBLIC INVOLVEMENT (KPFF)

The CONSULTANT will work with the CITY to coordinate and meeting with the City Council and general public to convey project information, benefits, and schedule. The CONSULTANT will prepare graphics for use on the project website and attend up to four (4) in-person or virtual meetings, as needed.

Assumptions:

- The CONSULTANT will attend up to four (4) public outreach meetings or Council briefings.

TASK 8: ENVIRONMENTAL AND ARBORIST SERVICES (WATERSHED)

TASK 8.1: PERMIT AND ENVIRONMENTAL REVIEW

Watershed will provide permitting and environmental support for the project; this is expected to consist of local permits, and environmental documentation to comply with the National Environmental Policy Act (NEPA) and the State Environmental Policy Act (SEPA).

TASK 8.2: ENVIRONMENTAL STUDY: WETLAND AND STREAM INVESTIGATION

Watershed will conduct one site visit to screen the project area for regulated wetlands or streams. Wetland and stream determination methods will be consistent with the definition(s) and requirements of local, state, and federal agencies.

Watershed will prepare a field sketch that indicates the location(s) of delineation flags for use by surveyors. Watershed will classify identified features according to City of Gig Harbor regulations.

Watershed will prepare a delineation report that summarizes findings and details applicable local, state, and federal implications of findings, including required buffer widths.

Assumptions:

- Access permission for the study area will be obtained by the CITY.
- Watershed will complete 2014 Ecology Rating Forms and Figures for up to two wetlands.
- Deliverables will be provided as PDF files.

Deliverables:

- Wetland/stream delineation sketch (PDF).
- Wetland/stream delineation report (PDF).

TASK 8.3: TREE INVENTORY

Watershed will conduct an inventory of significant trees within the project area. Trees will be tagged with a 1-1/4" aluminum tag with a unique identification number on the trunk. Attribute information to be collected will include species, general tree health, diameter at breast height (DBH), canopy radius (i.e., drip line) and height. All trees will be visually assessed using current Level I ISA standards to evaluate current condition.

Watershed will review proposed design to assess impacts to trees and provide recommendations for tree removal or retention.

Watershed will summarize the findings of the tree inventory efforts and design recommendations in a letter-style report.

Assumptions:

- Level II or III ISA assessment of trees will not occur.
- Assumes up to 80 trees to be inventoried.
- An additional 20 trees will be inventoried and assessed within the “no construction zone” as requested by the City.
- All inventoried trees will be surveyed by a professional surveyor.
- Changes in the project area following fieldwork may result in additional fees.
- Tree removal/retention and protection details will be incorporated into the engineering plan set. Separate tree-specific plan sheets will not be prepared.
- Construction observation/monitoring is not included.

Deliverables:

- Tree Inventory Report.

TASK 8.4: PERMIT MATRIX

Watershed will prepare a permit matrix as a means of identifying and tracking required permits.

Deliverables:

- Draft and Final Permit Matrix.

TASK 8.5: NEPA CATEGORICAL EXCLUSION

Watershed will prepare the necessary documentation to complete NEPA.

Assumptions

- Section 4(f) documentation is not necessary.
- Hazardous materials, air, noise assessments are not necessary.
- WSDOT coordination will be led by the CITY.
- Watershed will attend a pre-application meeting with WSDOT.
- The project is eligible for a Categorical Exclusion.

- The PROJECT will not include an increase in pollution generating impervious surfaces; therefore, a Biological Evaluation is not included to demonstrated compliance with the Endangered Species Act (ESA).

Deliverables:

- Draft and Final Categorical Exclusion Checklist
- Environmental Justice Memorandum
- ESA No Effect Letter

TASK 8.6: SEPA CHECKLIST

Watershed will prepare the necessary documentation to complete SEPA.

Assumptions

- The CITY will serve as the SEPA lead agency.
- A Determination of Non-Significance is assumed.

Deliverables:

- Draft and Final SEPA Checklist.

TASK 8.7: LOCAL PERMITTING

Watershed will assist the CITY with applying for required local permits.

Assumptions

- The CITY will lead local permitting efforts.
- Watershed will provide up to 20 hours of support in preparing documentation and submitting for local permits.
- It is assumed that state and federal permits are not required.

TASK 9: CULTURAL RESOURCES (ATCRC)

TASK 9.1: BACKGROUND RESEARCH

ATCRC will conduct background research at appropriate repositories, such as DAHP, affected tribal cultural resource departments, university libraries, local history museums, and informants and use sources pertinent to the task, such as public records, private manuscript collections, online General Land Office records, published (secondary) sources, Sanborn fire insurance maps, and other relevant repositories. The research

objective should be to develop a complete understanding of the historical context, land use patterns, and previously identified sites within the Area of Potential Effect (APE). The client will provide ATCRC with a detailed written description of the project area, including relevant documentation (maps, plan sheets, photos, etc.). Based on the field survey and/or background research, ATCRC will provide the client with justification for revising/amending the APE.

An APE memorandum will be developed, describing an area that encompasses all of the proposed horizontal and vertical project impacts for the proposed project. This memorandum and accompanying map will be submitted to the client for approval. Upon approval, the memorandum will be disseminated to WSDOT and other consulting parties.

Assumptions:

- If the project's horizontal/vertical limits are changed during periods of work performance, the APE will be revised and resubmitted to the client. These modifications to the memorandum and hours associated with revisions will be covered under a contract amendment.
- The APE will be defined as the direct effect areas and each adjacent parcel.
- The project will not be exempted from Section 106 Review under the following Categorical Exemptions defined in the WSDOT NEPA Categorical Exclusions Guidebook for Local Agencies (October 1, 2020).

Deliverables:

- APE Memorandum (Draft and Final)

TASK 9.2: Cultural Resources Survey

The cultural resources survey will be completed by ATCRC archaeologists using standard, industry-accepted methods appropriate to the project area and landform. All survey activities will comply with the DAHP Survey and Inventory Standards. Any recovered artifacts will be documented and photographed in the field and returned to the survey location unless negotiated under another agreement.

Any newly identified cultural resources identified within the project area must be fully documented on a Washington State Archaeological Site, Isolate, or Historic Property Inventory Form and include a written description of the site and its setting, sketch maps, USGS quadrant maps, and photographs. Any structures older than 50 years must be recorded on historic property inventory forms.

Assumptions:

- The entire APE will be surveyed using pedestrian methods.
- Up to eight (8) Historic Property Inventory forms will be required.

- Up to 10 shovel probe subsurface investigations will be undertaken within the direct effect area.
- All excavations will be backfilled upon completion.
- No additional cultural resources will be encountered. A separate cost estimate or amendment will be prepared for the client if the field survey results in the identification of an archaeological site, isolate, or historic properties.
- A 4-f survey and assessment will not be completed.

TASK 9.3: Draft/Final Report

ATCRC will prepare a single draft cultural resource assessment report of the findings that includes relevant supporting evidence for the conclusions and adheres to the DAHP Survey and Inventory Standards. The report will provide context on pertinent land use customs and beliefs, identify sites within the project area, discuss methods used to survey the project area, and include recommendations on the eligibility of the property(s) and the likelihood of construction impacts.

The draft report deliverable PDF will be submitted to the client via email for review and comment. ATCRC will incorporate any comments received from the review and finalize the report before final submission to the client. ATCRC will provide a final report deliverable PDF to the client via email and upload the final report to DAHP.

Upon receipt of comment from the client, ATCRC will revise and finalize the report to address specific concerns or suggested modifications. The final report will be suitable for submission to the WSDOT, DAHP, affected tribes, other agencies, and concerned parties.

Assumptions:

- Up to eight historic property inventory forms will be prepared in compliance with DAHP standards.
- Each evaluation and assessment will be submitted for official determination of eligibility.

Deliverables:

- Cultural Resource Assessment (Draft and Final)
- Up to eight historic property inventory forms with applicable evaluations and assessments.

TASK 10: LANDSCAPE ARCHITECTURE (BRUCE DEES)

TASK 10.1: 60% DESIGN

1. **Project Team Coordination:** Michael Faulkner, PLA, ASLA, will be the Project Manager, coordinating and maintaining continuous coordination with KPFF. Bruce Dees and Associates (BDA) will provide progress billing reports to KPFF throughout the project process.
2. **Internal Project Team Meetings:** BDA will meet with KPFF and other sub-consultants throughout the duration of the project as necessary to communicate design progress and coordination items.
3. **Client / Council Meetings:** BDA will assist KPFF in the preparation of client / council meetings and presentations to communicate the plant selection and planting design as necessary to obtain design approvals.
4. **Gathering of Background Information:** BDA will visit the project site and gather existing project information, permitting requirements, design guidelines, codes and regulations which will influence the development of the streetscape planting.
5. **Planting Selection:** Based on the parameters of the site, BDA will coordinate and develop a site-specific plant palette that aligns with the client's maintenance capabilities and City of Gig Harbor design standards and codes. BDA will also coordinate with the project arborist as needed in the plant selection.
6. **Preliminary Design Concept:** Based on the planting selections, BDA will develop a preliminary design concept with colored planter enlargements, typical cross sections and elevations to communicate design intent.
7. **Landscape Plans:** BDA will prepare 60% design documents to communicate the plant design and extents. A landscape legend will provide plant, soil and topdress quantities.
8. **Preliminary Cost Estimate:** BDA will provide a preliminary cost estimate based on the information and quantities documented in the schematic landscape plans.

Assumptions

- Internal Project Team Meeting (Up to 4 meetings)
- Client / Council Meetings (Up to 2 meetings)
- Project Site Visits (Up to 2 visits)
- A topographic site survey is to be provided to BDA for utilization in the development of our landscape plans.

Deliverables

- Plant Palette and Images

- Preliminary Design Concept with color rendering of typical cross section.
- 60% Landscape Plans, to be included in the Task 6 submittal.
- 60% Cost Estimate, to be included in the Task 6 submittal.

TASK 10.2: 90% DESIGN

1. **Landscape Plans:** Landscape plans will be developed to communicate plant selections and material quantities for the 2,600 lineal feet of planting improvements. Details and sections will be provided to document the planting design and installation requirements.
2. **Specifications:** BDA will develop landscape specifications to convey the contractor, procurement, installation and warranty requirements for the project's planting, soil and topdress installation.
3. **Cost Estimate:** BDA will provide a cost estimate based on the information and quantities documented in the 90% landscape plans, details, sections and specifications.
4. **Permitting:** BDA will assist KPFF is submitting the landscape plans to the City of Gig Harbor for review and approval. BDA will promptly respond to comments from City of Gig Harbor planning review.

Deliverables

- 90% Landscape Plans, to be included in the Task 6 submittal.
- 90% Landscape Specifications, to be included in the Task 6 submittal.
- 90% Cost Estimate, to be included in the Task 6 submittal.

TASK 10.3: 100% DESIGN

1. **Final Landscape Plans:** BDA will finalize the landscape plans based on permitting comments and any requested bid alternates. The 100% plans will be developed to assist KPFF with the bid advertisement.
2. **Final Landscape Specifications:** BDA will finalize the specifications as necessary to convey bid alternates and contractor requirements; specifications will be issued to KPFF to be included with the bid package.
3. **Final Landscape Cost Estimate:** BDA will finalize the landscape cost estimate based on the latest drawing updates.
4. **Bid Coordination:** BDA will assist KPFF with bid coordination including answering contractor questions, and preparing addenda as required.

Deliverables

- 100% Landscape Plans, to be included in the Task 6 submittal.
- 100% Landscape Specifications, to be included in the Task 6 submittal.
- 100% Landscape Cost Estimate, to be included in the Task 6 submittal.

TASK 11: RIGHT-OF-WAY SERVICES (RESGNW)

State and federal funds are not currently involved in the project. To ensure the City's ability to use blended funds in the future if this project segment were to become part of a larger project involving public funds, all acquisition activities will follow Federal Highways Administration policies and procedures as well as all applicable federal, state and local laws, including, but not limited to the Uniform Relocation Assistance and Real Property Acquisition Police Act of 1970 and its amendments, 49CFR Part 24, and state Revised Guidelines and by reference the WSDOT Right of Way Manual.

TASK 11.1: PRELIMINARY RIGHT-OF-WAY SERVICES (FEDERAL)

1. **Right-of-Way Funding Estimate:** Following review of the right-of-way plan, RESGNW will prepare a ROW Funding Estimate all impacted parcels following WSDOT standards.
2. **Project Coordination with WSDOT:** RESGNW will draft the acquisition documents using City approved forms or QC any forms that are created directly by City staff for pre-acquisition review by the WSDOT LPA coordinator before any offers are made to property owners.

TASK 11.2: ACQUISITION SERVICES

1. **Right-of-Way Documentation, Negotiations, and Closing:** RESGNW will assist the Agency in developing all right-of-way documents/offer letters in accordance with the Agency's right-of-way procedures manual for acquisition of impacted properties.
REGNW agents will act in good faith at all times and never coerce owners in an attempt to settle the parcels. All negotiations will start with an in-person presentation of all offers when feasible. We will identify property owner issues, concerns and differences early on and document that information in the individual parcel negotiation diaries. RESGNW will work with Agency staff throughout the negotiation process with the property owner until settlement is reached on each parcel.
2. **Appraisal and Appraisal Review:** Appraisal and appraisal review contracts shall be handled directly by RES Group NW.

TASK 11.3: TITLE CLEARING CLOSING

1. **Title Review, Clearing and Closing:** RESGNW will review Agency supplied title reports for affected parcel and provide Title Review Memo identifying all potential encumbrances to project team members. RESGNW will assist in clearing the necessary encumbrances prior to closing, if feasible. RESGNW will assist in

facilitating in-house closing on low impact parcel or manage closing through escrow should those services become necessary.

TASK 11.4: WSDOT CERTIFICATION (FEDERAL)

Right-of-Way Certification: RESGNW will assemble the project's final parcel files and draft the supporting certification memo and property interest's summary. RESGNW will maintain constant contact with the local WSDOT LPA coordinator throughout the project, follow the WSDOT LAG manual and Uniform Act guidelines, and use the prescribed right-of-way documents with as little deviation as possible.

Assumptions

- Partial acquisitions from four (4) parcels.
- Acquisition will not impact current utilization of the property.

TASK 12: ILLUMINATION (DKS)

TASK 12.1: PROJECT MANAGEMENT

Provide project management administrative services including:

- Project set-up and execute agreement.
- Preparation of monthly progress reports, Invoice and Record keeping.
- Design coordination.
- Schedule and budget monitoring.
- QA/QC Review of all submittals.

Coordinate with City staff, including preparation and attendance of up to four (4) one-hour virtual coordination meetings throughout the duration of the project. Level of effort for this task is based on an average of 2 Consultant staff at each of the following meetings:

- One formal meeting after alternatives analysis, coinciding with the start of preliminary design.
- One formal meeting after the preliminary design.
- Two meetings for comment resolution.
- Bi-weekly progress e-mails to KPFF.

TASK 12.2: ILLUMINATION DESIGN

1. DKS will perform lighting analysis and prepare draft and final lighting analysis memo based on sidewalk and street layout design developed by the project team. The lighting design will be based on WSDOT design standards.
2. DKS will develop 60% lighting design plans based on discussion with the City and project team. The 60% lighting design plan will show lighting concept and light pole locations only and will not include wiring and service cabinet details.
3. DKS will revise the lighting design plans based on City 60% comments, discussion with the City and project team and develop a 90% lighting design.
4. DKS will revise the lighting design plans based on City 90% comments, discussion with the City and project team and develop a 100% lighting design. The 100% design plans will include wiring schedule.
5. DKS will prepare quantity takeoffs and prepare a 60% and 100% estimate of probable construction costs. The street lighting cost will be lump sum.
6. DKS will prepare project specifications based on applicable amendments and general or American Public Works Association (APWA) special provisions to the WSDOT Standard Specifications.
7. DKS will provide documentation of their QA/QC process to the City for review, and copies of QA/QC mark-ups will be submitted as part of each design submittal.

Deliverables:

- Lighting analysis for pedestrian and street lighting design.
- Draft and Final Lighting Analysis Memo.
- 60% Plans, to be included in the Task 6 plan submittal.
- 60% Cost Estimate, to be included in the Task 6 estimate submittal.
- 60% Specifications, to be included in the Task 6 specification submittal.
- 90% Plans, to be included in the Task 6 plan submittal.
- 90% Cost Estimate, to be included in the Task 6 estimate submittal.
- 90% Specifications, to be included in the Task 6 specification submittal.
- 100% Plans, to be included in the Task 6 plan submittal.
- 100% Cost Estimate, to be included in the Task 6 estimate submittal.
- 100% Specifications, to be included in the Task 6 specification submittal.

Assumptions:

- The CITY will provide existing lighting as-builts on the corridor.
- KPFF will provide sidewalk and street design in AutoCAD format.
- KPFF will perform utility coordination, including for the power source(s) for the pedestrian and street lighting.
- The design plans will be in AutoCAD format following City of Gig Harbor's standard plan and CAD standards.

TASK 13: BID SUPPORT SERVICES (KPFF)

The CONSULTANT will assist the CITY during the bidding period. Activities may include:

1. Modifying contract documents to reflect comments and inputs by the CITY on the Final documents.
2. Providing input to CITY staff to answer questions from potential bidders during the advertisement period.
3. Preparing revised documents associated with Addenda packages.
4. Preparing updated Final documents, as required to be issued for bid by the CITY staff.

Deliverable(s):

- Modified Final documents.
- Inputs for contractor questions during bidding.
- Preparation of Addenda inputs (assume two).

Assumption(s):

- Bidding period will be four weeks or less.

City of Gig Harbor
38th Avenue Improvement Project - Phase 2
Date: 6/2/2022

Fee Proposal Summary:

		KPFF Civil	Furtado	HWA	The Watershed Company	Aqua Terra	Bruce Dees	DKS	RES Group NW	Total Cost
	Description									
Task 1	Project Management and Administration									\$ 46,397
1.1	Monthly Progress Reporting, Invoicing, Budget Management	\$ 3,937	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
1.2	Internal Coordination	\$ 16,201	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
1.3	Schedule	\$ 1,342	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
1.4	Project Meetings	\$ 5,494	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
1.5	QA/QC	\$ 4,423	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
1.6	Management Reserve - AS NEEDED	\$ 15,000	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Task 2	Survey & Parcel Mapping									\$ 139,429
2.1	Project Management/Admin	\$ -	\$ 6,648	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2.2.1	Scanning & Topo Survey	\$ -	\$ 48,108	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2.2.2	Basemap	\$ -	\$ 77,085	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
2.3	Right of Way / Boundary	\$ -	\$ 7,587	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Task 3	Geotechnical Engineering									\$ 106,408
3.1 - 3.5	Geotechnical Engineering	\$ -	\$ -	\$ 61,958	\$ -	\$ -	\$ -	\$ -	\$ -	
3.6	Pilot Infiltration Testing - AS NEEDED	\$ -	\$ -	\$ 26,872	\$ -	\$ -	\$ -	\$ -	\$ -	
3.7	Falling Weight Deflectometer - AS NEEDED	\$ -	\$ -	\$ 17,578	\$ -	\$ -	\$ -	\$ -	\$ -	
Task 4	Utility Coordination									\$ 7,326
4.1	Utility Conflict Tracking	\$ 2,913	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
4.2	Utility Coordination	\$ 4,413	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Task 5	Preliminary Engineering									\$ 21,005
5.1	Information Gathering & Site Visits	\$ 2,781	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5.2.1	Preparation of Alternatives (Up to 3) and Cost Estimates	\$ 9,127	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
5.2.2	Stormwater Alternatives	\$ 9,097	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Task 6	PSE's: 60%, 90%, Draft & Final									\$ 150,610
6.1	Civil Engineering	\$ 105,889	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
6.2	Storm Drainage	\$ 31,142	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
6.3	Cost Estimate	\$ 9,106	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
6.4	Specifications (Div. 1-9)	\$ 4,473	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Task 7	Public Outreach									\$ 3,901
7.1	Public Outreach Support	\$ 3,901	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Task 8	Environmental & Arborist Services									\$ 25,309
8.2	Wetland and Stream Investigation	\$ -	\$ -	\$ -	\$ 3,235	\$ -	\$ -	\$ -	\$ -	
8.3	Tree Inventory	\$ -	\$ -	\$ -	\$ 7,406	\$ -	\$ -	\$ -	\$ -	
8.4	Permit Matrix	\$ -	\$ -	\$ -	\$ 1,038	\$ -	\$ -	\$ -	\$ -	
8.5	NEPA	\$ -	\$ -	\$ -	\$ 8,697	\$ -	\$ -	\$ -	\$ -	
8.6	SEPA	\$ -	\$ -	\$ -	\$ 2,077	\$ -	\$ -	\$ -	\$ -	
8.7	Local Permitting	\$ -	\$ -	\$ -	\$ 2,856	\$ -	\$ -	\$ -	\$ -	
Task 9	Cultural Resources									\$ 28,785
9.1	Background Research and APE	\$ -	\$ -	\$ -	\$ 1,361	\$ -	\$ -	\$ -	\$ -	
9.2	Cultural Resources Survey	\$ -	\$ -	\$ -	\$ 4,034	\$ -	\$ -	\$ -	\$ -	
9.3	Draft/Final Report / HPIs	\$ -	\$ -	\$ -	\$ 23,390	\$ -	\$ -	\$ -	\$ -	
Task 10	Landscape Architecture									\$ 26,470
10.1	60% Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 12,740	\$ -	\$ -	\$ -	
10.2	90% Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 9,830	\$ -	\$ -	\$ -	
10.3	100% Design & Engineering	\$ -	\$ -	\$ -	\$ -	\$ 3,900	\$ -	\$ -	\$ -	
Task 11	Right of Way Services									\$ 31,583
11.1	Right of Way Services	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 31,583	\$ -	
Task 12	Illumination Design									\$ 63,570
12.1	Project Management	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 12,758	\$ -	\$ -	
12.2	Illumination Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 45,908	\$ -	\$ -	

City of Gig Harbor
38th Avenue Improvement Project - Phase 2
Date: 6/2/2022

Fee Proposal Summary:

	Description	KPFF Civil	Furtado	HWA	The Watershed Company	Aqua Terra	Bruce Dees	DKS	RES Group NW	Total Cost
12.3	Pedestrian Crossing Analysis and Design	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,904	\$ -	
Task 13	Bid Support Services									\$ 5,373
13.1	Bid Support	\$ 5,373	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
Total Labor Cost by Firm		\$ 234,612	\$ 139,429	\$ 106,408	\$ 25,309	\$ 28,785	\$ 26,470	\$ 63,570	\$ 31,583	\$ 656,166
REIMBURSABLES										
Expenses										Totals
	Reimbursable Expense Subtotal by Firm	\$ -	\$ 8,870	\$ 39,111	\$ 59	\$ 163	\$ 82	\$ 164	\$ 13,250	\$ 61,699
	Pilot Infiltration Testing - AS NEEDED			\$ 22,308						\$ 22,308
	FWD Testing - AS NEEDED			\$ 5,048						\$ 5,048
Total Project Cost		\$ 234,612	\$ 148,299	\$ 172,875	\$ 25,368	\$ 28,949	\$ 26,552	\$ 63,734	\$ 44,833	\$ 745,220

City of Gig Harbor

38th Avenue Improvement Project - Phase 2

Consultant: KPFF

Date: 6/2/2022

TASK	DESCRIPTION		Principal	Project Manager	Sr. Structural Engineer	Sr. Drainage Engineer	Project Engineer	Drainage Engineer	CAD	Admin.	Total Hours	
			Ron Leimkuhler	Nathan Anderson	Bruce Erikson	Eric Mendel	Taylor Masuda	Joel Hettinger	Michael Vu	Samantha Pier		
Task 1	Project Management and Administration											\$ 46,397
1.1	Monthly Progress Reporting, Invoicing, Budget Management			16						16	32	\$ 3,937
1.2	Internal Coordination			40		32	16	16			104	\$ 16,201
1.3	Schedule			8							8	\$ 1,342
1.4	Project Meetings			24		8					32	\$ 5,494
1.5	QA/QC		8	8		8					24	\$ 4,423
1.6	Management Reserve - AS NEEDED											\$ 15,000
Task 4	Utility Coordination											\$ 7,326
4.1	Utility Conflict Tracking			8			8		8		24	\$ 2,913
4.2	Utility Coordination			16			16				32	\$ 4,413
Task 5	Preliminary Engineering											\$ 21,005
5.1	Information Gathering & Site Visits			4		4	4	8			20	\$ 2,781
5.2.1	Preparation of Alternatives (Up to 3) and Cost Estimates			16			40		24		80	\$ 9,127
5.2.2	Stormwater Alternatives					20		40	8		68	\$ 9,097
Task 6	PS&E's: 30%, 60%, 100%, & Final											\$ 150,610
6.1	Civil Engineering											
6.1.1	Cover, Index, General Notes			1			4		20		25	\$ 2,366
6.1.2	Site Preparation, TESC			4		8	16	24	36		88	\$ 9,880
6.1.3	Typical Roadway Sections			4			24		48		76	\$ 7,504
6.1.4	Paving Plans			12			60		100		172	\$ 17,330
6.1.5	Paving Details			2			8		16		26	\$ 2,613
6.1.6	Curb Ramp Details			8			40		32		80	\$ 8,492
6.1.7	Wall Profiles & Details			4	16		32		32		84	\$ 10,093
6.1.8	Driveway Profiles			4			24		32		60	\$ 6,091
6.1.9	Drainage Plans & Profiles			4		40	16	50	80		190	\$ 22,708
6.1.10	Drainage Details			2		10	8	24	32		76	\$ 8,693
6.1.11	Channelization and Signing Plans			4			16		32		52	\$ 5,227
6.1.12	Traffic Control Plans			2			16		32		50	\$ 4,891
6.2	Storm Drainage											
6.2.1	Basin Delineation & Figures					20		40	16		76	\$ 9,804
6.2.2	Stormwater Calculations					16		60			76	\$ 10,015
6.2.3	Draft Drainage Report					10		40	8		58	\$ 7,261
6.2.4	Final Drainage Report					8		16	8		32	\$ 4,063
6.3	Cost Estimate											
6.3.1	30% Quantities & Cost Estimate			4			16	4			24	\$ 2,872
6.3.2	60% Quantities & Cost Estimate			2	2		16	4			24	\$ 2,929
6.3.3	90% Quantities & Cost Estimate			2			12	2			16	\$ 1,869
6.3.4	Final Quantities & Cost Estimate			2			8	2			12	\$ 1,436

City of Gig Harbor

38th Avenue Improvement Project - Phase 2

Consultant: KPFF

Date: 6/2/2022

Task	Description		Principal	Project Manager	Sr. Structural Engineer	Sr. Drainage Engineer	Project Engineer	Drainage Engineer	CAD	Admin.	Total Hours	
			Ron Leimkuhler	Nathan Anderson	Bruce Erikson	Eric Mendel	Taylor Masuda	Joel Hettinger	Michael Vu	Samantha Pier		
6.4	Specifications (Div. 1-9)											
6.4.1	Draft Special Provisions			4	1	2	8	4			19	\$ 2,571
6.4.2	Final Special Provisions			4	1	2	4	2			13	\$ 1,902
Task 7	Public Outreach											\$ 3,901
7.1	Public Outreach Support			16			8		4		28	\$ 3,901
Task 13	Bid Support Services											\$ 5,373
13.1	Bid Support			4		4	16	4	20		48	\$ 5,373
											0	\$ -
Total Hours			8	229	20	192	436	340	588	16	1829	
Direct			\$74.53	\$62.02	\$72.50	\$67.91	\$39.98	\$43.62	\$32.66	\$28.99		
	140.40% OH		\$104.64	\$87.08	\$101.79	\$95.35	\$56.13	\$61.24	\$45.85	\$40.70		
	30.00% Fee		\$22.36	\$18.61	\$21.75	\$20.37	\$11.99	\$13.09	\$9.80	\$8.70		
			\$201.53	\$167.70	\$196.04	\$183.63	\$108.11	\$117.95	\$88.31	\$78.39		
All Inclusive Hourly Rate			\$201.53	\$167.70	\$196.04	\$183.63	\$108.11	\$117.95	\$88.31	\$78.39		Sub-Totals
Sub-Total Burdened Labor Cost			\$ 1,612	\$ 38,404	\$ 3,921	\$ 35,257	\$ 47,134	\$ 40,102	\$ 51,928	\$ 1,254		\$ 234,612
REIMBURSABLES												
Direct Expenses			Quant.	Unit			Unit Cost				Sub-Totals	Totals
	Mileage										\$ -	\$ -
	Reprographics	0	LS				\$ -				\$ -	\$ -
	Travel										\$ -	\$ -
	Subcontract										\$ -	\$ -
Total Reimbursables												\$ -
Total Firm Cost												\$ 234,612

City of Gig Harbor

38th Avenue Improvement Project - Phase 2

Consultant: Furtado & Associates

Date: 6/2/2022

Fee Proposal:

TASK	DESCRIPTION		Principal-In-Charge	Survey Manager	Sr. Survey Tech	Survey Tech	Chief of Parties	Field Surveyor	Sr. Project Admin	Total Hours	
			Kumpula, Matthew T	Albert, Val J.	Reavis, Kathryn	Sweany, Colin	Manalo, Alfonso	Goode, Peter	Goldsberry, Jessica		
Task 2	Survey										\$ 139,429
2.1	Project Management/Admin		18						18	36	\$ 6,648
2.2.1	Scanning & Topo Survey						228	212		440	\$ 48,108
2.2.2	Basemap			133	206	210				549	\$ 77,085
2.3	Right of Way / Boundary			24	4	24				52	\$ 7,587
										0	\$ -
										0	\$ -
										0	\$ -
Total Hours			18	157	210	234	228	212	18	1077	
Direct			\$75.25	\$62.40	\$49.00	\$35.00	\$43.50	\$29.00	\$48.10		
	169.44% OH		\$127.50	\$105.73	\$83.03	\$59.30	\$73.71	\$49.14	\$81.50		
	30.00% Fee		\$22.58	\$18.72	\$14.70	\$10.50	\$13.05	\$8.70	\$14.43		
			\$225.33	\$186.85	\$146.73	\$104.80	\$130.26	\$86.84	\$144.03		
All Inclusive Hourly Rate			\$225.33	\$186.85	\$146.73	\$104.80	\$130.26	\$86.84	\$144.03		Sub-Totals
Sub-Total Burdened Labor Cost			\$ 4,056	\$ 29,336	\$ 30,812	\$ 24,524	\$ 29,698	\$ 18,410	\$ 2,593		\$ 139,429
REIMBURSABLES											
Direct Expenses		Quantity	Unit	Unit Cost						Sub-Totals	Totals
	Mileage / Survey Vehicle	22	day	\$ 60.00						\$ 1,320	\$ 1,320.00
	Scanner	5	day	\$ 550.00						\$ 2,750	\$ 2,750.00
	Travel									\$ -	\$ -
	Subcontract - utility locates	40	hours	\$ 120.00						\$ 4,800	\$ 4,800.00
Total Reimbursables										\$ 8,870	
Total Firm Cost										\$ 148,299	

38th Avenue Improvement Project - Phase 2

Date: 6/2/2022

Page 10

		Principal IX	Geotech Engr VIII	Geotech Engr V	Geotech Engr I	Geol VI	CAD	Contracts	Admin	Total Hours	
TASK	DESCRIPTION	Boirum	Gillie	Schlitt	Cressler	Thurber	Fry	Babko	Sesma		
Task 3	Geotechnical Engineering										\$ 61,958
3.1	Project Management										
3.1.1	Project Coordination Meeting (Assume 4 meeting)		8	8						16	\$ 3,275
3.1.2	Coordination with design team. Progress reports will be prepared with each monthly invoice, if requested		10	20				6	12	48	\$ 7,565
3.2	Project Setup and Data Collection										
3.2.1	Project Setup			2				2		4	\$ 574
3.2.2	Review available site, subsurface and geologic			2	4					6	\$ 758
3.3	Geotechnical Field Exploration										
3.3.1	Perform site reconnaissance			6	6					12	\$ 1,622
3.3.2	Plan the Geotechnical Field Exploration Program		4	4	4					12	\$ 2,072
3.3.3	Conduct Utility Locates			6	6					12	\$ 1,622
3.3.4	Plans			8	12		4			24	\$ 2,976
3.3.5	Coordinate with subcontractors for proposed explorations			4	4					8	\$ 1,082
3.3.6	Conduct Geotechnical Borings (Assume 3 days)			6	36					42	\$ 4,877
3.3.7	Prepare summary logs and assign laboratory testing			6	12	6				24	\$ 3,103
3.3.8	Conduct Groundwater Monitoring (3 visits)			2	12	2				16	\$ 1,902
3.4	Geotechnical Engineering Analysis and Recommendations										
3.4.1	Evaluate Field and Laboratory Data			2	4	4				10	\$ 1,311
3.4.2	Generate AASHTO Seismic Design Parameters		2	4						6	\$ 1,143
3.4.3	Evaluate liquefaction potential		2	6	12					20	\$ 2,768
3.4.4	Conduct Infiltration Screening Analyses and Provide Recommendation			4	8					12	\$ 1,516
3.4.5	Geotechnical Design of Proposed Improvements	2	8	16	16	8				48	\$ 8,008
3.4.6	Prepare draft 30% geotechnical report	2	4	12	16		4		1	37	\$ 5,735
3.4.7	Provide consultation for implementing geotechnical recommendations		8							8	\$ 1,980
3.4.8	Finalize the 30% geotechnical design report		4	12			2		1	19	\$ 3,214
3.4.9	HWA Internal QA/QC	4	4			2				6	\$ 2,458
3.5	Plan Specification Review and Input										
3.5.1	Miscellaneous Geotechnical Analysis for 30% Submittals			2	4					6	\$ 758
3.5.2	Review and comment on the geotechnical aspects of the 30% submittals		4	4						8	\$ 1,638
Total Hours		8	58	136	156	22	10	8	14	404	
Direct		\$97.50	\$81.00	\$53.00	\$35.50	\$45.25	\$31.00	\$41.00	\$30.00		
OH	175.55%	\$171.16	\$142.20	\$93.04	\$62.32	\$79.44	\$54.42	\$71.98	\$52.67		
Fee	30.00%	\$29.25	\$24.30	\$15.90	\$10.65	\$13.58	\$9.30	\$12.30	\$9.00		
All Inclusive Hourly Rate		\$297.91	\$247.50	\$161.94	\$108.47	\$138.26	\$94.72	\$125.28	\$91.67	Sub-Totals	
Sub-Total Burdened Labor Cost		\$ 2,383	\$ 14,355	\$ 22,024	\$ 16,921	\$ 3,042	\$ 947	\$ 1,002	\$ 1,283		\$ 61,958
REIMBURSABLES											
Direct Expenses		Quantity	Unit	Unit Cost						Sub-Totals	Totals
	Mileage IRS Rate	1200	miles	0.58						\$ 696	\$ 696.00
	ROW Street Use Permits	1	-	800						\$ 800	\$ 800.00
	Drilling Subcontractor (3 days at \$6,000/day)	3	days	6000						\$ 18,000	\$ 18,000.00
	Private Utility Locator (1 day at \$2,000/day)	1	days	2000						\$ 2,000	\$ 2,000.00
	Traffic Control Plan Preparation	1	-	1000						\$ 1,000	\$ 1,000.00
	Flaggers and Sign Rental (5 days @ \$2,000/day)	5	days	2000						\$ 10,000	\$ 10,000.00
	Field Supplies	1	-	100						\$ 100	\$ 100.00
	Laboratory Testing										\$ 6,515.00
	Natural Moisture Content	35	test	23						\$ 805	
	Atterberg Limits	6	test	235						\$ 1,410	
	Grain size analyses (Wet Sieve Only)	20	test	115						\$ 2,300	
	Combined Grain Size (Sieve & Hydrometer)	8	test	250						\$ 2,000	
Total Reimbursables											\$ 39,111
Total Firm Cost											\$ 101,069

City of Gig Harbor

38th Avenue Improvement Project - Phase 2

Consultant: HWA

Date: 6/2/2022

Fee Proposal:

[illegible]

City of Gig Harbor
38th Avenue Improvement Project - Phase 2

Consultant: HWA
Date: 6/2/2022

Fee Proposal:

TASK	DESCRIPTION	Principal IX	Geotech Engr VIII	Geotech Engr V	Geotech Engr I	Geol VI	CAD	Total Hours	
		Boirum	Gillie	Schlitt	Cressler	Thurber	Fry		
Task 3.7	FWD Testing (As Needed)								\$ 4,493
3.7.1	Generate FWD Test Memo		3	8		8	4	23	\$ 1,153
3.7.2	Perform site reconnaissance and mark utility locates		6	6				12	\$ 804
3.7.3	Conduct FWD Testing and Pavement Cores (Assume 1 day of pavement cores, 1 day of FWD Testing)				10	20			
3.7.4	Generate Pavement Core Log and Assign Laboratory Testing			2	4	4		10	\$ 429
3.7.5	Conduct Pavement Design	4			8	4		12	\$ 855
3.7.6	Provide Recommendations for Pavement Design		4	8	4	8		24	\$ 1,252
Total Hours		4	13	24	26	44	4	81	\$ 4,493
Direct		\$97.50	\$81.00	\$53.00	\$35.50	\$45.25	\$31.00		
OH	175.55%	\$171.16	\$142.20	\$93.04	\$62.32	\$79.44	\$54.42		
Fee	30.00%	\$29.25	\$24.30	\$15.90	\$10.65	\$13.58	\$9.30		
All Inclusive Hourly Rate		\$297.91	\$247.50	\$161.94	\$108.47	\$138.26	\$94.72	Sub-Totals	
Sub-Total Burdened Labor Cost		\$ 1,192	\$ 3,217	\$ 3,887	\$ 2,820	\$ 6,084	\$ 379		\$ 17,578
REIMBURSABLES									
Direct Expenses		Quantity	Unit	Unit Cost				Sub-Totals	Totals
	Mileage	600	miles	0.58				\$ 348	\$ 348.00
	ROW Street Use Permits	1	-	200				\$ 200	\$ 200.00
	FWD testing (1 day at \$2,750/day)	1	day	2750				\$ 2,750	\$ 2,750.00
	Pavement Cores (6 cores at \$60/core)	6	cores	60				\$ 360	\$ 360.00
	Traffic Control Plan Preparation	1	-	500				\$ 500	\$ 500.00
	Field Supplies	1	-	200				\$ 200	\$ 200.00
	Laboratory Testing		-						\$ 690.00
	Grain Size Analysis	6	test	115				\$ 690	
	Total Reimbursables	-							\$ 5,048
	Total Firm Cost								\$ 22,626

City of Gig Harbor

38th Avenue Improvement Project - Phase 2

Consultant: The Watershed Company

Date: 6/2/2022

Fee Proposal:

TASK	DESCRIPTION		President	Principal	Senior Planner	Senior Ecologist	Ecologist/ Arborist	Arborist	Admin.	Total Hours	
			Hugh Mortensen	Kenny Booth	Mark Daniel	Ryan Kahlo	Roen Hohlfeld	Jake Robertson	Brooke Taylor		
Task 8	Environmental & Arborist Services										\$ 25,309
8.2	Wetland and Stream Investigation		1			8	16				\$ 3,235
8.3	Tree Inventory			1	2		14	60	1		\$ 7,406
8.4	Permit Matrix			1	6						\$ 1,038
8.5	NEPA		1	2	40	16					\$ 8,697
8.6	SEPA			1	10	1	2	1			\$ 2,077
8.7	Local Permitting				20						\$ 2,856
Total Hours			2	5	78	25	32	61	1	0	
Direct			\$60.48	\$58.32	\$45.86	\$48.87	\$36.72	\$28.00	\$34.65		
	181.34% OH		\$109.67	\$105.76	\$83.16	\$88.62	\$66.59	\$50.78	\$62.83		
	30.00% Fee		\$18.14	\$17.50	\$13.76	\$14.66	\$11.02	\$8.40	\$10.40		
			\$188.30	\$181.57	\$142.78	\$152.15	\$114.32	\$87.18	\$107.88		
All Inclusive Hourly Rate			\$188.30	\$181.57	\$142.78	\$152.15	\$114.32	\$87.18	\$107.88		Sub-Totals
Sub-Total Burdened Labor Cost			\$ 377	\$ 908	\$ 11,137	\$ 3,804	\$ 3,658	\$ 5,318	\$ 108		\$ 25,309
REIMBURSABLES											
Direct Expenses			Quantity	Unit	Unit Cost					Sub-Totals	Totals
	Mileage	100		\$	0.59					\$ 59	\$ 58.50
	Reprographics									\$ -	\$ -
	Travel									\$ -	\$ -
	Subcontract									\$ -	\$ -
Total Reimbursables											\$ 59
Total Firm Cost											\$ 25,368

City of Gig Harbor

38th Avenue Improvement Project - Phase 2

Consultant: Aqua Terra CRC

Date: 6/2/2022

Fee Proposal:

TASK	DESCRIPTION		Project Manager	Principal Investigator	Project Archaeologist	Project Archaeologist		Total Hours	
			Sarah Amell	Jennifer Chambers	Jessica Morris	Andrew Viloudaki			
Task 9	Cultural Resources								\$ 28,785
9.1	Background Research and APE		2			4		6	\$ 1,361
9.2	Cultural Resources Survey		2		20			22	\$ 4,034
9.3	Draft/Final Report / HPIs		6	20	50	50		126	\$ 23,390
								0	\$ -
								0	\$ -
								0	\$ -
Total Hours			10	20	70	54		154	
Direct			\$144.34	\$96.00	\$69.60	\$69.60			
	110.00% OH		\$158.77	\$105.60	\$76.56	\$76.56			
	30.00% Fee		\$43.30	\$28.80	\$20.88	\$20.88			
			\$346.42	\$230.40	\$167.04	\$167.04			
All Inclusive Hourly Rate			\$346.42	\$230.40	\$167.04	\$167.04			Sub-Totals
Sub-Total Burdened Labor Cost			\$ 3,464	\$ 4,608	\$ 11,693	\$ 9,020			\$ 28,785
REIMBURSABLES									
Direct Expenses			Quantity	Unit	Unit Cost			Sub-Totals	Totals
	Mileage	190		\$	0.86			\$ 163	\$ 163.40
	Reprographics							\$ -	\$ -
	Travel							\$ -	\$ -
	Subcontract							\$ -	\$ -
Total Reimbursables									\$ 163
Total Firm Cost									\$ 28,949

City of Gig Harbor

38th Avenue Improvement Project - Phase 2

Consultant: DKS Associates

Date: 6/2/2022

Fee Proposal:

Task	Description		Principal Engineer	Project Manager	Project Engineer	Assistant Engineer	CAD Technician	Admin	Total Hours	
			Richard Hutchinson	Jerry Liu	Kevan Katten	Tulsi Chudgar	Rebecca Snellings	Betsy McCarthy		
Task 12	Illumination									\$ 63,570
12.1	Project Management									
12.1.1	General Project Management and invoicing		2	16				8	26	\$ 5,018
12.1.2	Coordination and Meetings (4)		1	8	8				17	\$ 3,426
12.1.3	QA/QC		1	12	8				21	\$ 4,315
12.2	Illumination Design									
12.2.1	Draft lighting analysis and memo		1	2	16	36			55	\$ 8,139
12.2.2	30% Plans		1	4	20	30	24		79	\$ 10,524
12.2.3	30% Cost Estiamtes			4	8	8			20	\$ 3,277
12.2.4	Final lighting analysis and memo			2	12	20			34	\$ 5,072
12.2.5	60% Plans			2	16	24	20		62	\$ 7,976
12.2.6	60% Cost Estiamtes			2	4	12			18	\$ 2,684
12.2.7	60% Specifications			2	4				6	\$ 1,116
12.2.8	Final Lighting Plans		1	2	8	16	10		37	\$ 5,039
12.2.9	Final Lighting Cost Estiamtes			2	2	4			8	\$ 1,303
12.2.10	Final Lighting Specifications			2	2				4	\$ 780
12.3	Pedestrian Crossing Analysis and Design			2	8	16	12		38	\$ 4,904
Total Hours			7	62	116	166	66	8	425	
Direct			\$98.04	\$71.23	\$53.83	\$41.89	\$27.42	\$34.14		
	181.87% OH		\$178.31	\$129.55	\$97.90	\$76.19	\$49.87	\$62.09		
	30.00% Fee		\$29.41	\$21.37	\$16.15	\$12.57	\$8.23	\$10.24		
			\$305.76	\$222.15	\$167.88	\$130.64	\$85.51	\$106.47		
All Inclusive Hourly Rate			\$305.76	\$222.15	\$167.88	\$130.64	\$85.51	\$106.47		Sub-Totals
Sub-Total Burdened Labor Cost			\$ 2,140	\$ 13,773	\$ 19,474	\$ 21,687	\$ 5,644	\$ 852		\$ 63,570
REIMBURSABLES										
Direct Expenses		Quantity	Unit	Unit Cost					Sub-Totals	Totals
	Mileage	280	miles	\$ 0.59					\$ 164	\$ 163.80
	Reprographics								\$ -	\$ -
	Travel								\$ -	\$ -
	Subcontract								\$ -	\$ -
Total Reimbursables										\$ 164
Total Firm Cost										\$ 63,734

City of Gig Harbor

38th Avenue Improvement Project - Phase 2

Consultant: RES Group NW

Date: 6/2/2022

Fee Proposal:

TASK	DESCRIPTION		Senior Agent	QA/QC			Total Hours	
			Kristina Guzman	Sonja Davis				
Task 11	Right-of-Way Services							\$ 31,583
11.1.1	ROW Estimate/Project Coordination (Federal)		20	2			22	\$ 2,859
11.1.2	Negotiations		150	25			175	\$ 22,745
11.1.3	Title Review/Closing		18	6			24	\$ 3,119
11.1.4	WSDOT Cert (Federal)		20	2			22	\$ 2,859
							0	\$ -
							0	\$ -
							0	\$ -
Total Hours			208	35			243	
Direct			\$69.50	\$69.50				
	58.01% OH		\$40.32	\$40.32				
	29.00% Fee		\$20.16	\$20.16				
			\$129.97	\$129.97				
All Inclusive Hourly Rate			\$129.97	\$129.97				Sub-Totals
Sub-Total Burdened Labor Cost			\$ 27,034	\$ 4,549	\$ -	\$ -		\$ 31,583
REIMBURSABLES								
Direct Expenses			Quantity	Unit	Unit Cost		Sub-Totals	Totals
	Mileage	1		\$ 400.00			\$ 400	\$ 400.00
	Postage	1		\$ 100.00			\$ 100	\$ 100.00
	Travel						\$ -	\$ -
	Appraisal	3		\$ 3,000.00			\$ 9,000	\$ 9,000.00
	Review Appraisal	3		\$ 1,250.00			\$ 3,750	\$ 3,750.00
Total Reimbursables								\$ 13,250
Total Firm Cost								\$ 44,833



2021 ANNUAL REPORT TO THE CITY OF GIG HARBOR

GIG HARBOR BOATSHOP

3805 Harborview Dr
Gig Harbor, WA 98332

March 31, 2022

BOARD OF DIRECTORS

Guy Hoppen - President

Erik Carlson - Vice President

Jaime Storkman - Secretary

John McMillan - Treasurer

Reid Ekberg

Michael Perrow

Nicole Jones-Vogel

ADVISORY COUNCIL

Mark Haley – Mark Haley Marketing

Peter Stanley – Tides Tavern

Gregg Lovrovich – Gig Harbor Commercial Fishermen's Civic Club

Mike Vlahovich – Sumartin, Croatia

Greg Davis – Item House

STAFF

Christy Cooper Kleven - Marketing & Program Director

Sigurros Welborn - Financial Director

Matt Meacham- NW Fleet Director

Tom Regan – Boatwright

Brent Wagner - Boatwright

Trevor Nordeen - Media Director

David Gaffney – Family Boat Building Program Leader

MISSION

Perpetuate working waterfront skills, uses, and traditions at the historic Eddon Boatyard and aboard classic vessels of Puget Sound.

VISION

Provide authentic portals for maritime experiences that teach the skills, traditions, and self-reliance inherent in the working waterfront community.

WORKING WATERFRONT

We define working waterfront as the occupational trades and traditions, such as boatbuilding and commercial fishing, combined with the cultural landscapes on which they depend.



BoatShop volunteers during *Veteran* haul out in Port Townsend Sept 2021

MESSAGE FROM THE BOATSHOP

The BoatShop community, like our city in general, is happy to be enjoying Spring and the waning of the pandemic, or so we hope. Public health guidelines now allow us to reactivate Gig Harbor's beloved historic Boatyard and we are hopeful that there is pent-up demand for the programs and services the BoatShop provides. As for 2021, after several months of closure, we offered some public activity and volunteer engagement late spring through fall that came to a halt later in the year. Nonetheless, we are raring to go with Family Boat Building and several other scheduled programs starting soon.

Most evident to a visitor now, as the BoatShop officially reopens to the public this week on April 1st, is the near completion of the marine railway infrastructure. Dedication of public funds, many volunteer hours and significant in-house engineering expertise on this project brings us closer to begin hauling vessels out for traditional boatyard activities. Also, the Boatyard House is nearly ready for use by the public (downstairs) and the new Northwest Vessel Documentation program (upstairs). Of course, no one could miss the new roundabout undergoing completion out front, which will improve safe ingress and egress from Eddon Boat Park. We thank the City, and the many groups and individuals involved in the evolution of our public cultural and recreational site.

In 2021, our skeleton crew continued popular programs such as Santa's BoatShop-Boat in a Bag, took loving care of *F/V Veteran*, a classic Skansie purse seiner, and stayed energized and connected via Zoom. We also laid groundwork for two new programs directly rooted in Gig Harbor BoatShop's charter: Crew School and the Batana Project. Crew School is a classroom and on-the-water program designed with professional partners that allows citizens to experience the rigors and satisfactions of seasonal commercial fishing, and find employment aboard commercial fishing vessels. The Batana Project supports the construction within the Eddon Boatyard of a traditional Croatian fishing skiff, to be exhibited at the 2022 Wooden Boat Festival in Port Townsend.

All of us at the BoatShop, including several new staff members and skilled volunteers, invite everyone to come enjoy Eddon Boat Park very soon.

PROGRAMS & WORKSHOPS

NEW PROGRAMS & EVENTS 2021

Tours at Eddon Boatyard
Veteran Tours at Gig Harbor Farmers Market
Liberty Bay Festival (1st Annual, Poulsbo)
Veteran Holiday Lights Cruises

PROGRAMS LAUNCHING 2022

Batana Project
Splicing for Beginners
Wherry Restoration Program (WRP)
Northwest Fleet Vessel Documentation Program
Purse Seine Vessel Crew Member Training Program (Crew School)
Decorative Knot Tying- Carrick Bend Bracelet



Tours aboard Veteran at the Gig Harbor Farmers Market 2021



Volunteers getting ready for Santa's BoatShop -Boat in a Bag 2021

PROGRAMS & WORKSHOPS

Tales at the Boatshop
Family Boat Building
Fundraising Auction
Santa's BoatShop – Boat in a Bag
Nautical Knot Tying
Veteran Cruises
Veteran Dockside Tours
Survival at Sea – Sea Grant
Boat Livery - Small Craft Rentals
Community Boat Restoration Program (CBRP)
Purple Martin Conservation Program
Community Boat Restoration Program
for Women (CBRPW)

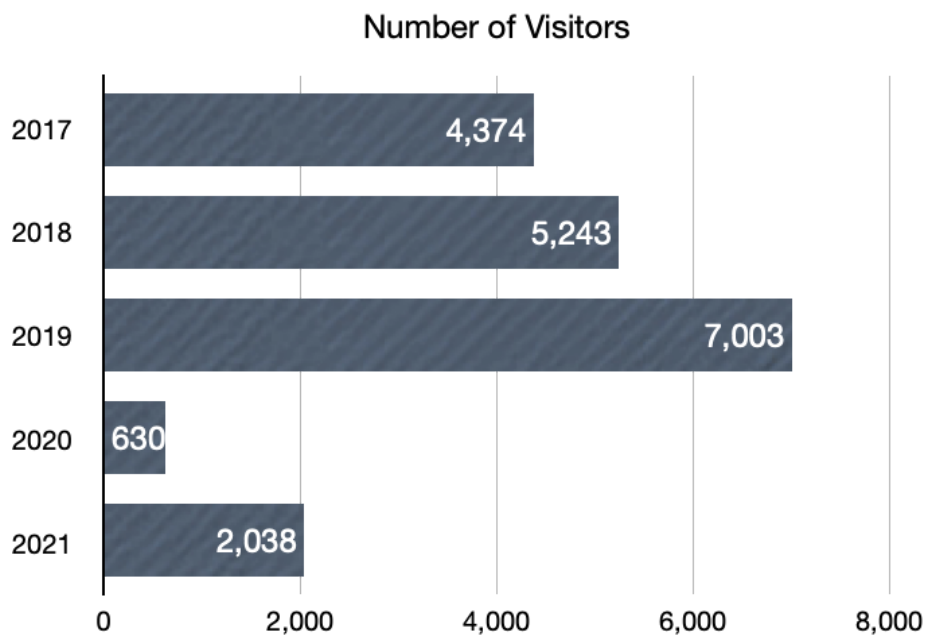
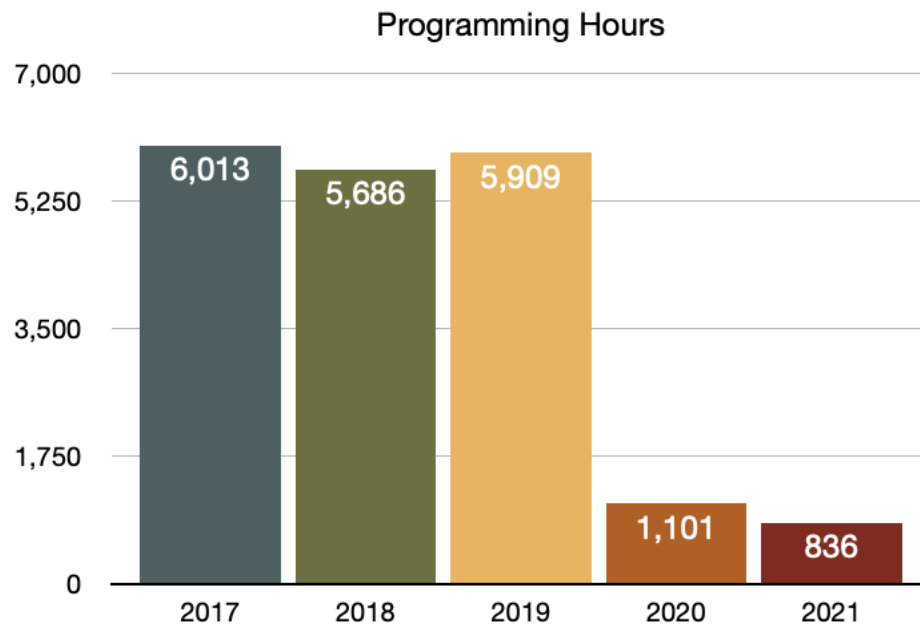


Video for the Gig Harbor BoatShop You-Tube channel 2021

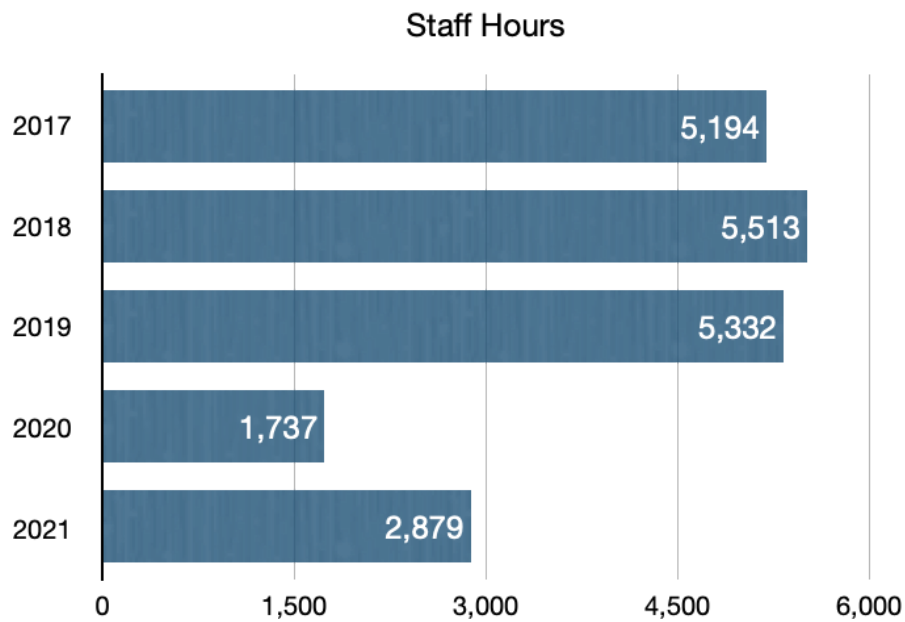
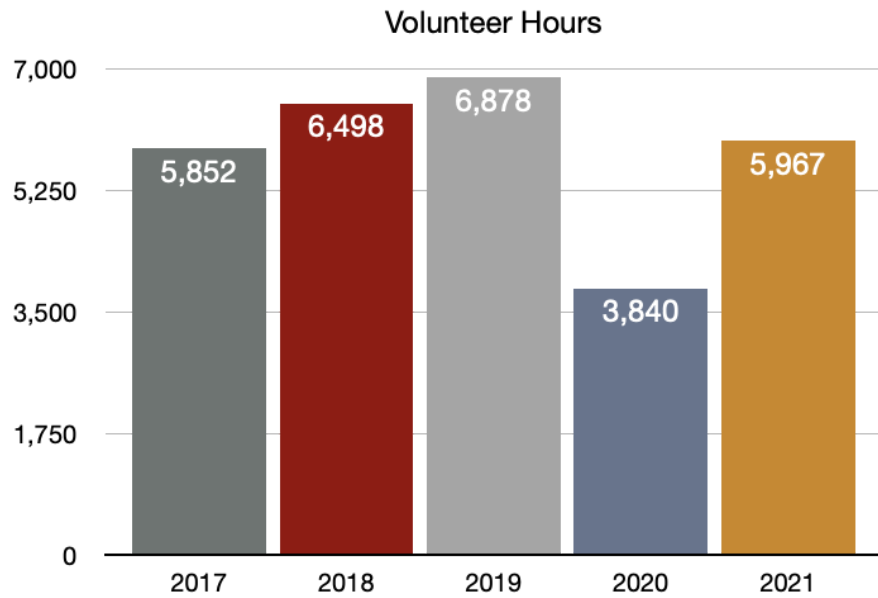


Engineers and volunteers building the inside 'Ways' carriages 2021

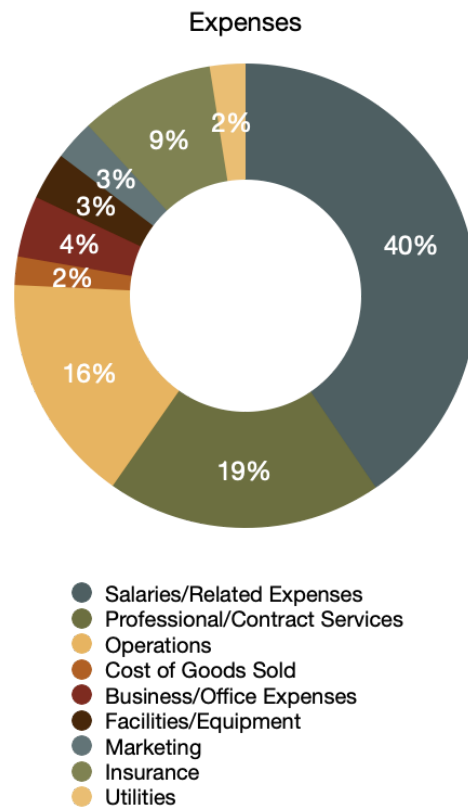
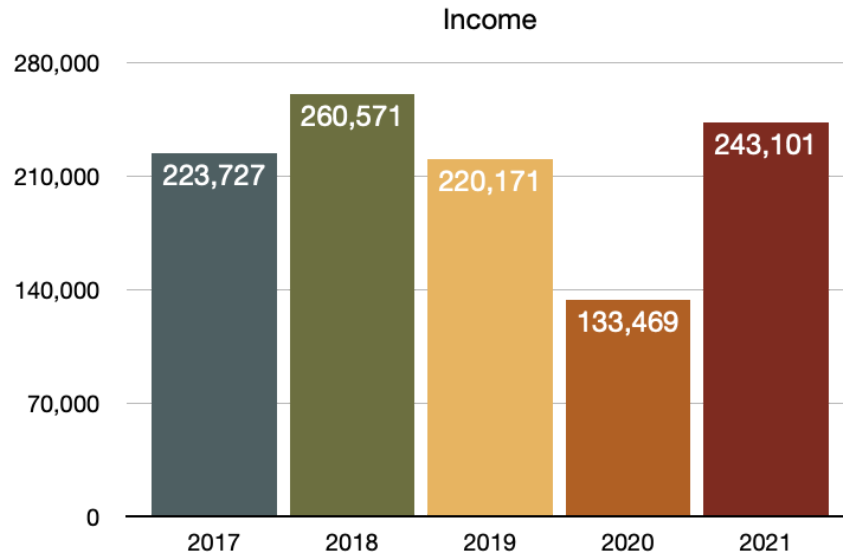
PROGRAM HOURS & VISITOR COUNT



VOLUNTEER & STAFF HOURS



INCOME & EXPENSES



INCOME STATEMENT

REVENUE	2017	2018	2019	2020	2021
Direct Contributions	83,389	87,245	63,581	56,242	57,314
Donated Good & Services	28,604	22,585	11,370	9,494	15,058
Non- Govt. Grants	24,921	38,020	17,975	8,000	38,277
Govt. Grants			26,690	24,173	98,798
Memberships	14,450	14,350	13,100	9,775	11,925
Contributed Revenue	151,364	162,200	132,716	107,684	221,372
Program Income	33,616	21,821	15,799	3,945	2,735
Repair & Restoration	7,620	9,287	11,005	2,269	692
Retail Sales	20,370	23,793	18,646	5,198	10,310
Commissions		4	14		
Special Events	39,361	41,559	39,309	14,373	7,846
Misc. Revenue		1,907	2,682		149
Earned Revenue	100,967	98,371	87,455	25,785	21,732
TOTAL REVENUE	\$252,331	\$260,571	\$220,171	\$133,469	\$243,104
EXPENSES	2017	2018	2019	2020	2021
TOTAL EXPENSES	\$216,666	\$258,460	\$199,558	\$91,111	\$163,825
NET OF INCOME AND EXPENSES	\$35,665	\$1,111	\$16,209	\$42,358	\$76,054
Current Assets	121,298	113,773	93,199	128,159	148,765
Fixed Assets	344,441	362,226	388,190	391,091	444,313
ENDING NET ASSETS	\$465,739	\$475,999	\$481,389	\$519,250	\$593,078



Edden Boat Co. launch day 'Hansa'

K. Ollar 1967 © GH

Gig Harbor BoatShop

3805 Harborview Drive, Gig Harbor, WA 98332

(253) 857-9344

gigharborboatshop.org

facebook.com/GigHarborBoatShop

instagram.com/gigharborboatshop



2021 ANNUAL REPORT TO THE CITY OF GIG HARBOR

GIG HARBOR BOATSHOP
3805 HARBORVIEW DR
GIG HARBOR, WA 98332

MISSION

Perpetuate working waterfront skills, uses, and traditions at the historic Eddon Boatyard and aboard classic vessels of Puget Sound.

VISION

Provide authentic portals for maritime experiences that teach the skills, traditions and self-reliance inherent in the working waterfront community.



PROGRAMS & WORKSHOPS 2021

VETERAN TOURS & HOLIDAY LIGHT CRUISE

TOURS AT EDDON BOATYARD

COMMUNITY BOAT RESTORATION

SANTA'S BOATSHOP - BOAT IN A BAG

CLASSIC BOAT RENTALS

Many programs and workshops in 2021 were cancelled due to the pandemic, but GHB found creative ways to safely engage the community.



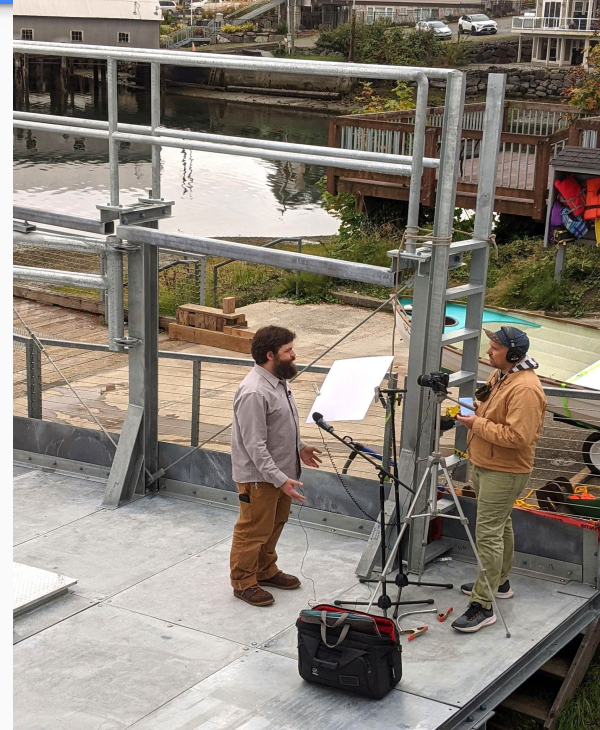
VETERAN

- Tours at the farmers market was a success with the help of the City of Gig Harbor providing moorage at Jerisich Dock.
- Volunteers graciously gave their time and skills on essential maintenance on this Skansie built 96 year old fishing vessel.
- Community members and visitors thoroughly enjoyed our Holiday Light Tour around Gig Harbor waterfront.



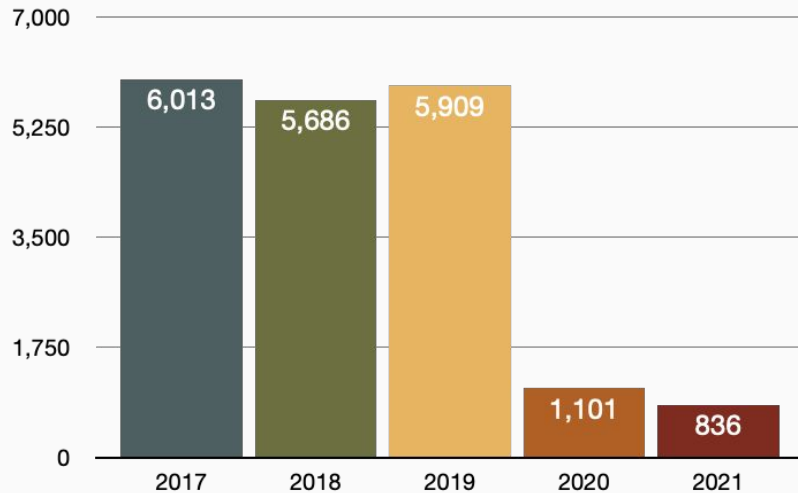
MARINE RAILWAYS

Marine Railways System is nearly complete and will soon allow for much larger scale vessel restorations and repair.

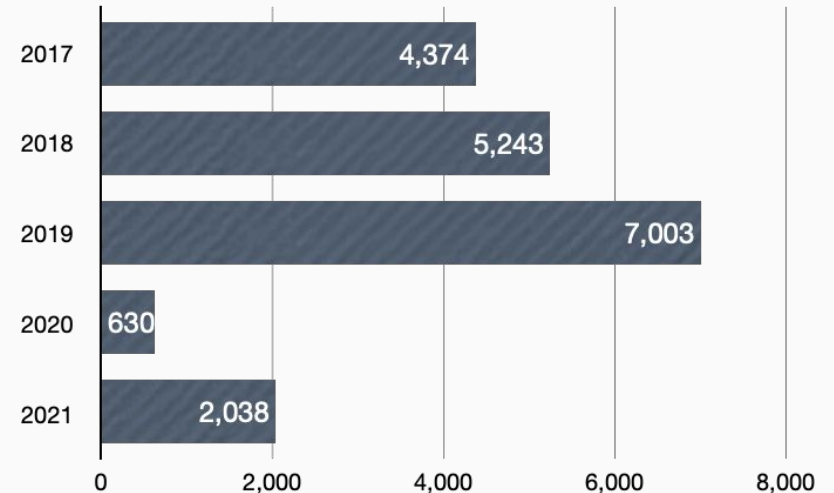


PROGRAM HOURS & VISITOR COUNT

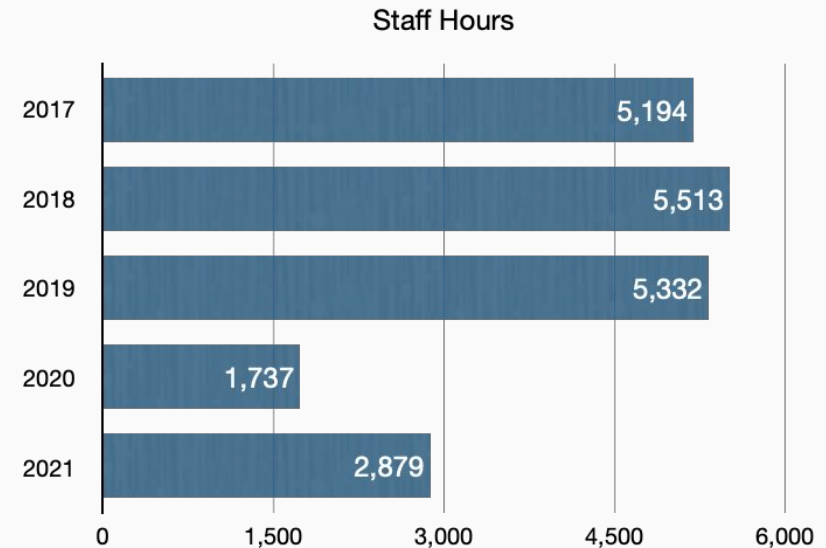
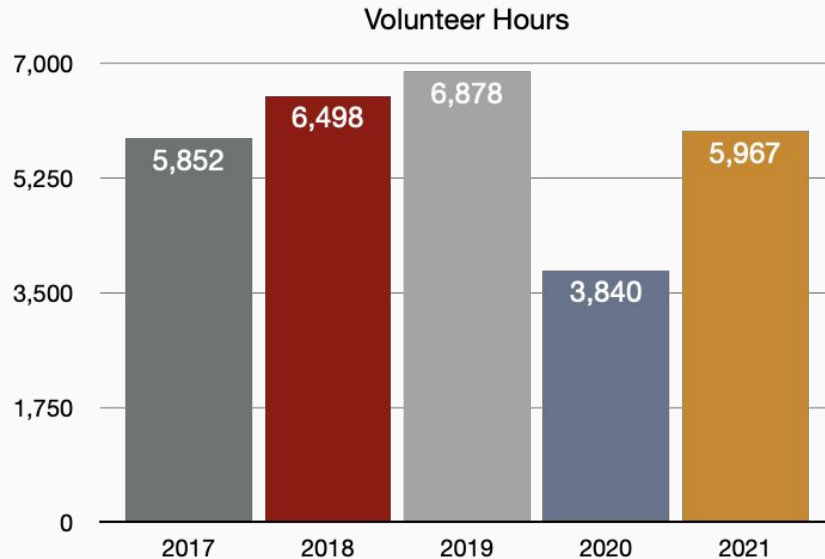
Programming Hours



Number of Visitors

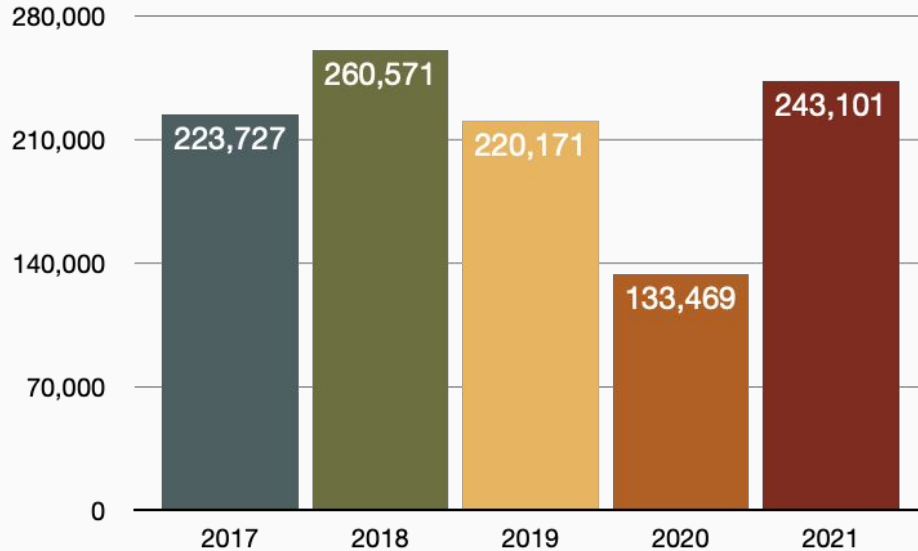


VOLUNTEER & STAFF HOURS

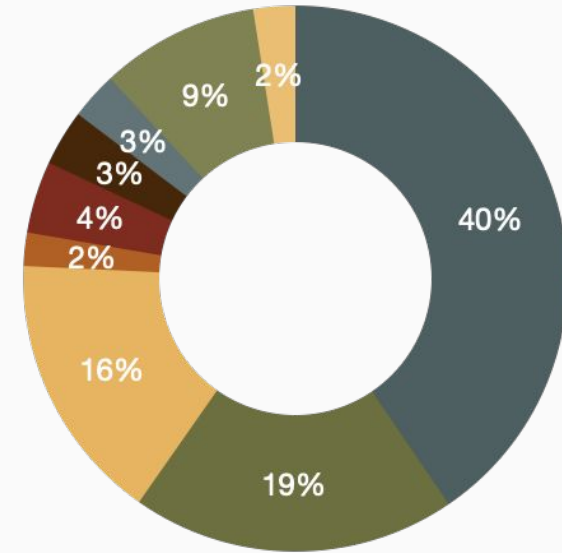


INCOME & EXPENSES

Income



Expenses



- Salaries/Related Expenses
- Professional/Contract Services
- Operations
- Cost of Goods Sold
- Business/Office Expenses
- Facilities/Equipment
- Marketing
- Insurance
- Utilities

HAPPENING NOW 2022 PROGRAMS & WORKSHOPS

FAMILY BOAT BUILDING

WORKSHOPS

PURSE SEINE CREW MEMBER TRAINING

COMMUNITY BOAT RESTORATION

CLASSIC BOAT RENTALS

HISTORIC VESSEL DOCUMENTATION PROGRAM

TOURS AT EDDON BOATYARD

WILL RESUME WHEN ROAD CONSTRUCTION IS COMPLETE





Thank you to the
City of Gig Harbor
and our supportive
community!

We look forward to
seeing everyone at
the BoatShop!





BOND UPDATE 2022

EMERGENCY SERVICES AND FACILITIES



CAPITAL FACILITIES PLAN



We recently completed a Capital Facilities Plan that identified issues with some fire stations. Improvements are necessary for the health and safety of our community and its firefighters



10222 Bujacich Road NW, Gig Harbor 98332
(253) 851-3111 | www.gigharborfire.org

 GigHarborFire |  gigharborfire

 gig_harbor_fire_medic_one



CAPITAL FACILITIES PLAN

10222 Bujacich Road NW, Gig Harbor 98332

(253) 851-3111 | www.gigharborfire.org

 GigHarborFire |  gigharborfire

 gig_harbor_fire_medic_one



- Priority projects include:
 - Building a training facility
 - To meet industry standards for live fire training and modern rescue skills
 - Replacing Station 51 in Gig Harbor
 - Renovating Station 53, 57, 58, and 59
- Some facilities will receive upgrades to:
 - Do not meet ADA requirements
 - Do not meet current seismic standards
 - Lack living quarters to accommodate current and projected staffing levels and a more diverse work force
- Will require voter-approved bonds to complete



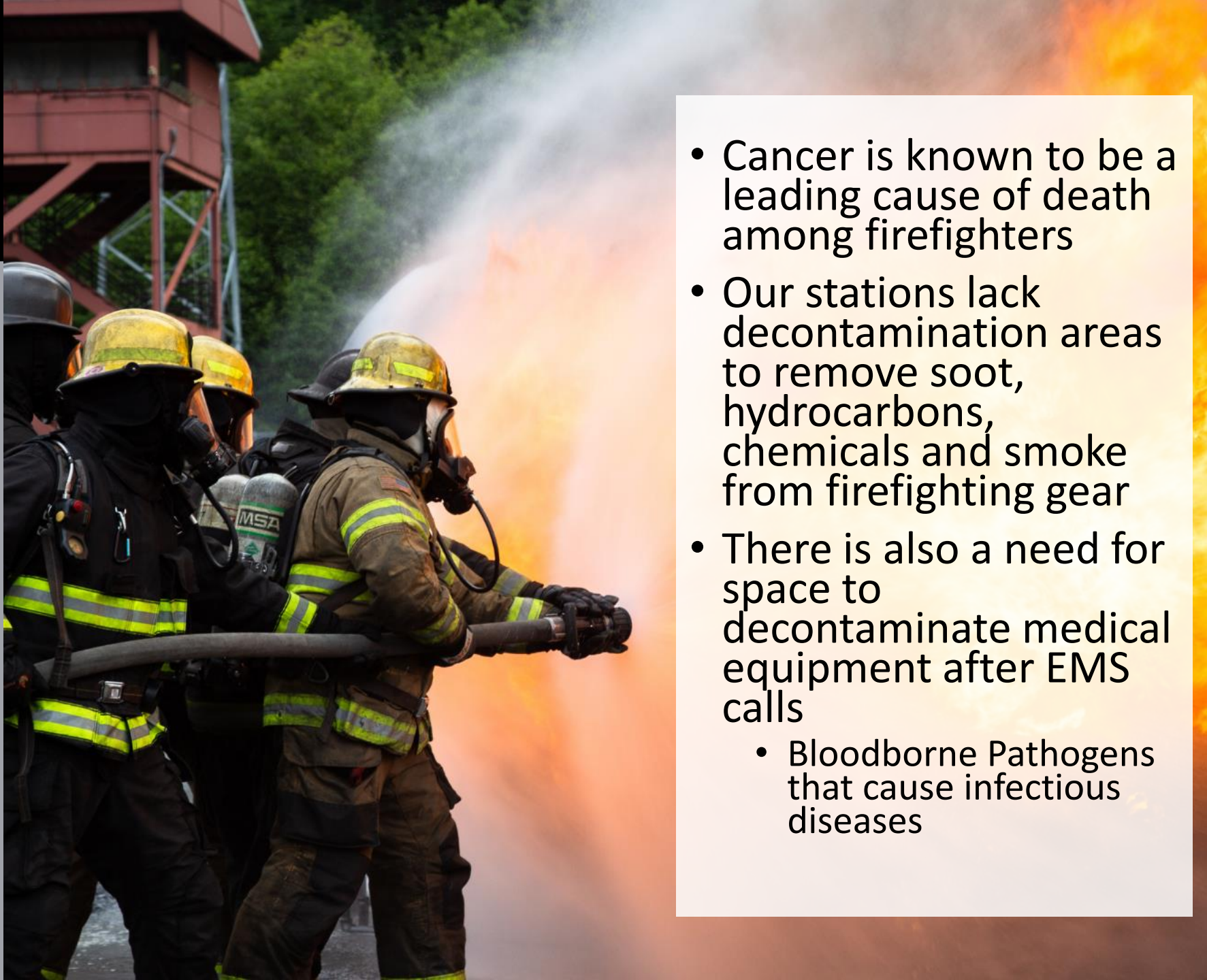
FACILITY UPGRADES WILL IMPROVE FIREFIGHTER HEALTH AND SAFETY

10222 Bujacich Road NW, Gig Harbor 98332

(253) 851-3111 | www.gigharborfire.org

[f](#) GigHarborFire | [t](#) gigharborfire

[i](#) gig_harbor_fire_medic_one



- Cancer is known to be a leading cause of death among firefighters
- Our stations lack decontamination areas to remove soot, hydrocarbons, chemicals and smoke from firefighting gear
- There is also a need for space to decontaminate medical equipment after EMS calls
 - Bloodborne Pathogens that cause infectious diseases



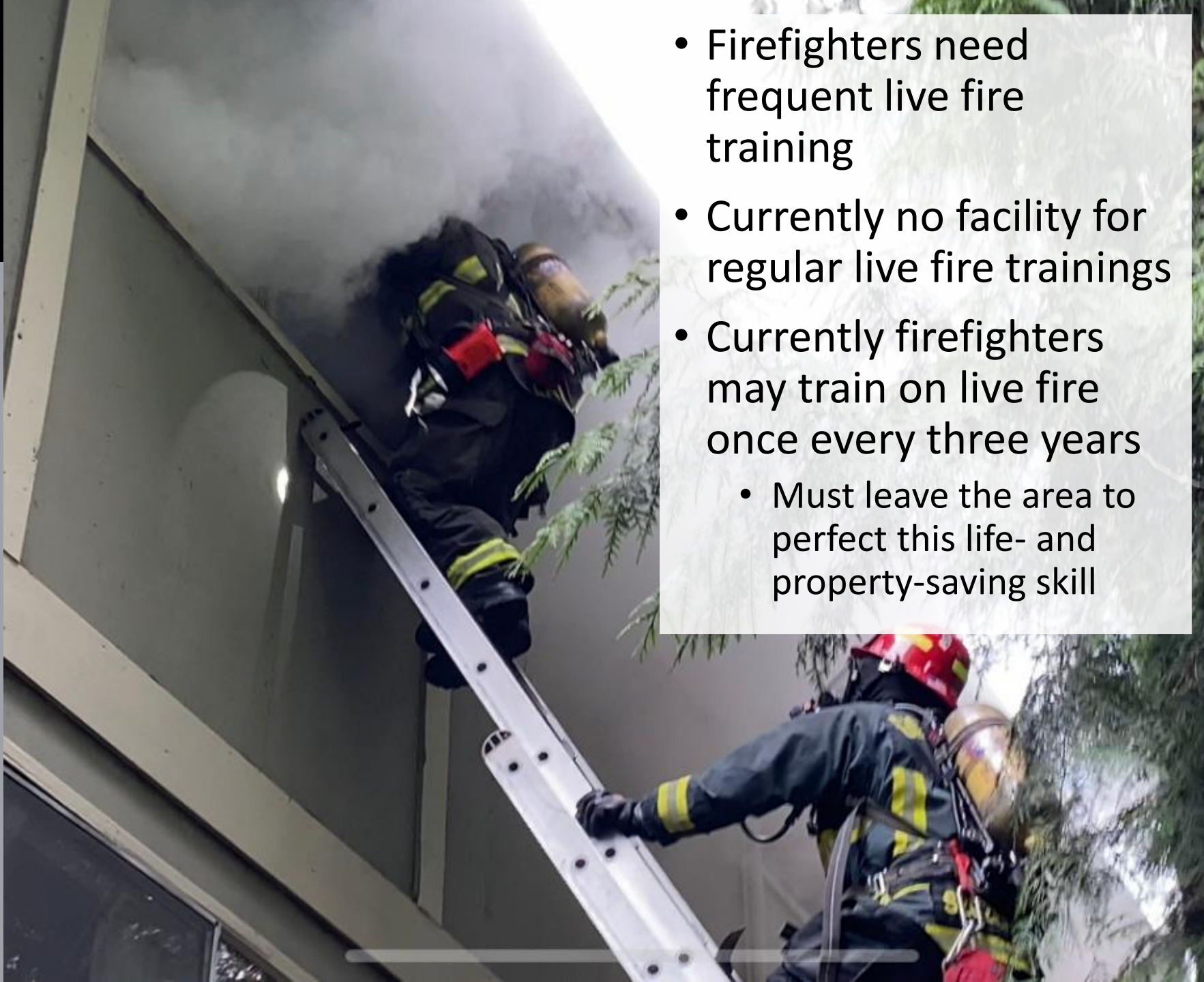
FACILITY UPGRADES WILL IMPROVE FIREFIGHTER HEALTH AND SAFETY

10222 Bujacich Road NW, Gig Harbor 98332

(253) 851-3111 | www.gigharborfire.org

[f](#) GigHarborFire | [t](#) gigharborfire

[i](#) gig_harbor_fire_medic_one



- Firefighters need frequent live fire training
- Currently no facility for regular live fire trainings
- Currently firefighters may train on live fire once every three years
 - Must leave the area to perfect this life- and property-saving skill



ADEQUATE FACILITIES ARE IMPORTANT TO SAVING LIVES AND PROPERTY

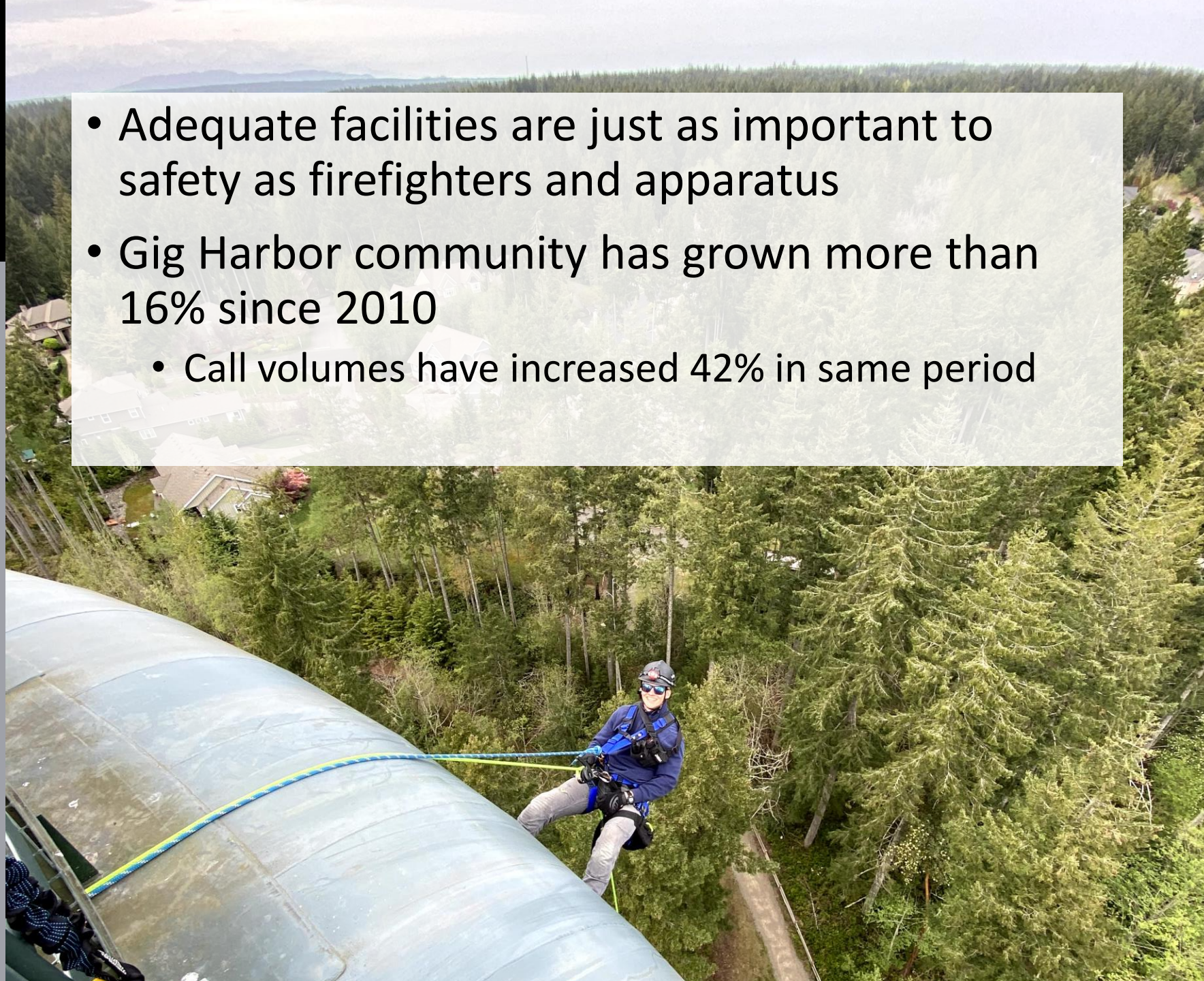
10222 Bujacich Road NW, Gig Harbor 98332

(253) 851-3111 | www.gigharborfire.org

[f](#) GigHarborFire | [t](#) gigharborfire

[i](#) gig_harbor_fire_medic_one

- Adequate facilities are just as important to safety as firefighters and apparatus
- Gig Harbor community has grown more than 16% since 2010
 - Call volumes have increased 42% in same period





ADEQUATE FACILITIES ARE IMPORTANT TO SAVING LIVES AND PROPERTY

10222 Bujacich Road NW, Gig Harbor 98332

(253) 851-3111 | www.gigharborfire.org

[f](#) GigHarborFire | [t](#) gigharborfire

[i](#) gig_harbor_fire_medic_one





THE TIMING IS RIGHT FOR A FACILITIES BOND

10222 Bujacich Road NW, Gig Harbor 98332

(253) 851-3111 | www.gigharborfire.org

[f](#) GigHarborFire | [t](#) gigharborfire

[i](#) gig_harbor_fire_medic_one



- 20 – Year Bond
- \$80 Million Dollars
- It is projected to be \$0.24 per \$1,000 of assessed property value
 - \$9.90 per month
 - \$118 per year for the owner of a home assessed at \$500,000



THANK YOU!

10222 Bujacich Road NW, Gig Harbor 98332
(253) 851-3111 | www.gigharborfire.org
f GigHarborFire | t gigharborfire
ig gig_harbor_fire_medic_one

- Questions?
- Fire Chief Dennis Doan
 - (253) 851-3111
 - ddoan@gigharborfire.org
- More information at www.gigharborfire.org



Gig Harbor Fire & Medic One
Capital Facilities Plan
Updated March 9, 2022

Basis Date for Cost Estimates

April 1, 2022

Training Campus					57	53	51	59	58	Logistics
					Cescent Valley	Fox Island	Gig Harbor	Artondale	Swede Hill	
					ADDITION	ADDITION	NEW CONSTRUCT.	MAJOR REMODEL	MAJOR REMODEL	NEW CONSTRUCT.
					3	4	5	6	7	8
					4/1/2023	7/1/2024	7/1/2024	10/1/2025	7/1/2026	10/1/2026
Professional Cost Estimates - RLB										
Building & Site Improvements					\$ 609,835	\$ 588,627	\$ 15,345,129	\$ 4,761,135	\$ 4,761,135	\$ 6,844,307
Raw Construction Budget					\$ 609,835	\$ 588,627	\$ 15,345,129	\$ 4,761,135	\$ 4,761,135	\$ 6,844,307
Construction Cost Escalation					\$ 48,787	\$ 111,396	\$ 2,904,022	\$ 1,473,787	\$ 1,843,216	\$ 2,835,657
Escalation from April 2022 to Bid Date	8% /yr									
Construction Budget, including Inflation					\$ 658,622	\$ 700,023	\$ 18,249,151	\$ 6,234,922	\$ 6,604,351	\$ 9,679,964
Soft Cost Budgets										
Washington State Sales Tax	@ 8.8%	\$ 402,210	\$ 395,050	\$ 180,623	\$ 57,959	\$ 61,602	\$ 1,605,925	\$ 548,673	\$ 581,183	\$ 851,837
Architecture and Engineering Fees	@ 9%	\$ 411,351	\$ 404,028	\$ 184,728	\$ 59,276	\$ 63,002	\$ 1,642,424	\$ 551,143	\$ 594,392	\$ 871,197
Specialty Consultants	@ 5%	\$ 228,528	\$ 224,460	\$ 102,627	\$ 32,931	\$ 35,001	\$ 912,458	\$ 311,746	\$ 330,218	\$ 483,998
Permits, Testing, Inspections	@ 2%	\$ 91,411	\$ 89,784	\$ 41,051	\$ 13,172	\$ 14,000	\$ 364,983	\$ 124,698	\$ 132,087	\$ 193,599
Furnishings and Equipment	@ 2%	\$ 91,411	\$ 89,784	\$ 41,051	\$ 13,172	\$ 14,000	\$ 364,983	\$ 124,698	\$ 132,087	\$ 193,599
Burn Props	@	\$ 2,000,000								
SCBA Bottle Fill Compressor	@		\$ 600,000							
Moving / Relocation Expenses	@ 0.5%	\$ -	\$ -	\$ -	\$ 3,293	\$ 3,500	\$ 91,246	\$ 31,175	\$ 33,022	\$ 48,400
Contingency	@ 10%	\$ 457,057	\$ 448,920	\$ 205,253	\$ 65,882	\$ 70,002	\$ 1,824,915	\$ 623,492	\$ 660,435	\$ 967,996
Total Soft Costs		\$ 3,681,968	\$ 2,252,027	\$ 755,333	\$ 245,666	\$ 261,109	\$ 6,806,933	\$ 2,325,626	\$ 2,463,423	\$ 3,610,627
TOTAL ANTICIPATED PROJECT BUDGET		\$ 8,252,534	\$ 6,741,232	\$ 2,807,867	\$ 904,288	\$ 961,132	\$ 25,056,085	\$ 8,560,547	\$ 9,067,774	\$ 13,290,590

PHASE 1 TOTAL: \$ 77,091,716

Gig Harbor Fire & Medic One
Capital Facilities Plan
Updated March 9, 2022

Basis Date for Cost Estimates

April 1, 2022

RICEfergusMILLER

Project Sequence
Target Bid Date

Professional Cost Estimates - RLB
Building & Site Improvements

Raw Construction Budget

Construction Cost Escalation
Escalation from April 2022 to Bid Date 8% /yr

Construction Budget, including Inflation

Soft Cost Budgets

Washington State Sales Tax @ 8.8%
Architecture and Engineering Fees @ 9%
Specialty Consultants @ 5%
Permits, Testing, Inspections @ 2%
Furnishings and Equipment @ 2%
Burn Props @
SCBA Bottle Fill Compressor @
Moving / Relocation Expenses @ 0.5%
Contingency @ 10%

Total Soft Costs

TOTAL ANTICIPATED PROJECT BUDGET

Training Campus				57	53	51	59	58	Logistics	52	56	Shop	55	54		
TRAINING TOWER	SUPPORT BUILDING	SITE IMPROVE.	SUPPORT BLDG ELEVATOR	Cescent Valley	Fox Island	Gig Harbor	Artondale	Swede Hill		Point Fosdick	Purdy	Purdy	Rosedale	Arlotta		
				ADDITION	ADDITION	NEW CONSTRUCT.	MAJOR REMODEL	MAJOR REMODEL	NEW CONSTRUCT.	MAJOR REMODEL	MAJOR REMODEL	ADDITION & REMODEL	MAJOR REMODEL	MAJOR REMODEL		
1	1	1	2	3	4	5	6	7	8	9	10	11	12	13		
1/1/2023	1/1/2023	1/1/2023	1/1/2023	4/1/2023	7/1/2024	7/1/2024	10/1/2025	7/1/2026	10/1/2026	4/1/2027	10/1/2027	4/1/2028	10/1/2028	4/1/2029		
\$ 4,313,082	\$ 4,236,304	\$ 1,936,904	\$ 1,000,000	\$ 609,835	\$ 588,627	\$ 15,345,129	\$ 4,761,135	\$ 4,761,135	\$ 6,844,307	\$ 4,904,569	\$ 4,904,569	\$ 863,121	\$ 4,904,569	\$ 4,904,569		
\$ 4,313,082	\$ 4,236,304	\$ 1,936,904	\$ 1,000,000	\$ 609,835	\$ 588,627	\$ 15,345,129	\$ 4,761,135	\$ 4,761,135	\$ 6,844,307	\$ 4,904,569	\$ 4,904,569	\$ 863,121	\$ 4,904,569	\$ 4,904,569		
\$ 257,484	\$ 252,901	\$ 115,630	\$ 59,698	\$ 48,787	\$ 111,396	\$ 2,904,022	\$ 1,473,787	\$ 1,843,216	\$ 2,835,657	\$ 2,303,372	\$ 2,586,932	\$ 507,121	\$ 3,187,959	\$ 3,504,546		
\$ 4,570,566	\$ 4,489,205	\$ 2,052,534	\$ 1,059,698	\$ 658,622	\$ 700,023	\$ 18,249,151	\$ 6,234,922	\$ 6,604,351	\$ 9,679,964	\$ 7,207,941	\$ 7,491,501	\$ 1,370,242	\$ 8,092,528	\$ 8,409,115		
\$ 402,210	\$ 395,050	\$ 180,623	\$ 93,253	\$ 57,959	\$ 61,602	\$ 1,605,925	\$ 548,673	\$ 581,183	\$ 851,837	\$ 634,299	\$ 659,252	\$ 120,581	\$ 712,142	\$ 740,002		
\$ 411,351	\$ 404,028	\$ 184,728	\$ 95,373	\$ 59,276	\$ 63,002	\$ 1,642,424	\$ 561,143	\$ 594,392	\$ 871,197	\$ 648,715	\$ 674,235	\$ 123,322	\$ 728,327	\$ 756,820		
\$ 228,528	\$ 224,460	\$ 102,627	\$ 52,985	\$ 32,931	\$ 35,001	\$ 912,458	\$ 311,746	\$ 330,218	\$ 483,998	\$ 360,397	\$ 374,575	\$ 68,512	\$ 404,626	\$ 420,456		
\$ 91,411	\$ 89,784	\$ 41,051	\$ 21,194	\$ 13,172	\$ 14,000	\$ 364,983	\$ 124,698	\$ 132,087	\$ 193,599	\$ 144,159	\$ 149,830	\$ 27,405	\$ 161,851	\$ 168,182		
\$ 91,411	\$ 89,784	\$ 41,051	\$ 21,194	\$ 13,172	\$ 14,000	\$ 364,983	\$ 124,698	\$ 132,087	\$ 193,599	\$ 144,159	\$ 149,830	\$ 27,405	\$ 161,851	\$ 168,182		
\$ 2,000,000																
	\$ 600,000															
\$ -	\$ -	\$ -	\$ -	\$ 3,293	\$ 3,500	\$ 91,246	\$ 31,175	\$ 33,022	\$ 48,400	\$ 36,040	\$ 37,458	\$ 6,851	\$ 40,463	\$ 42,046		
\$ 457,057	\$ 448,920	\$ 205,253	\$ 105,970	\$ 65,882	\$ 70,002	\$ 1,824,915	\$ 623,492	\$ 660,435	\$ 967,996	\$ 720,794	\$ 749,150	\$ 137,024	\$ 809,253	\$ 840,911		
\$ 3,681,968	\$ 2,252,027	\$ 755,333	\$ 389,969	\$ 245,666	\$ 261,109	\$ 6,806,933	\$ 2,325,626	\$ 2,463,423	\$ 3,610,627	\$ 2,688,562	\$ 2,794,330	\$ 511,100	\$ 3,018,513	\$ 3,136,600		
\$ 8,252,534	\$ 6,741,232	\$ 2,807,867	\$ 1,449,667	\$ 904,288	\$ 961,132	\$ 25,056,085	\$ 8,560,547	\$ 9,067,774	\$ 13,290,590	\$ 9,896,502	\$ 10,285,831	\$ 1,881,343	\$ 11,111,040	\$ 11,545,715		
PHASE 1 TOTAL:										\$ 77,091,716	PHASE 2 TOTAL:					\$ 44,720,431



HOW EMERGENCY SERVICES ARE FUNDED

10222 Bujacich Road NW, Gig Harbor 98332
(253) 851-3111 | www.gigharborfire.org

 GigHarborFire |  gigharborfire

 gig_harbor_fire_medic_one



- Daily operations are funded by:
 - Fire Levy – Year 5 of 6
 - \$1.50/\$1,000
 - **Eroded to \$1.37**
 - EMS Levy – Year 6 of 6
 - \$0.50/\$1,000
 - **Eroded to \$.44**
 - Not to exceed \$2.00/\$1,000 of assessed property value
 - **Eroded to \$1.81**
- Capital needs are often funded by voter-approved bonds
 - Stations and apparatus



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: June 13, 2022

SUBJECT: Resolution 1250 Expressing Support for Pierce County Fire Protection District No. 5 (Gig Harbor Fire & Medic One) Proposition No. 1 Titled "Bonds for Fire Station and Training Facility"

SUBMITTED BY: Josh Stecker, City Clerk

DEPARTMENT: Administration

PHONE: 853-7613

SUGGESTED MOTION: Move to approve Resolution 1250

BACKGROUND INFORMATION: Gig Harbor Fire & Medic One has identified the need to improve community and firefighter health and safety, respond to increasing emergency call volumes, and reduce emergency response times.

The Board of Fire Commissioners has determined that existing outdated fire stations and the absence of live fire training capabilities require the District to construct a training facility, replace Station 51 (Gig Harbor), renovate Stations 53 (Fox Island), 57 (Crescent Valley), 58 (Swede Hill) and 59 (Artondale), and make other capital improvements and acquisitions. To achieve these goals, the Board of Fire Commissioners has adopted Resolution No. 2022-03 causing Proposition No. 1 to be placed on the ballot of the August 2, 2022, special election.

In accordance with RCW 42.17A.555, the City Council will take public testimony on Proposition 1, allowing an equal opportunity for the expression of viewpoints supporting and opposing this measure prior to taking action on Resolution 1250.

FISCAL CONSIDERATION: None.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: None.

ATTACHMENTS:

1. Resolution 1250
-

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities

RESOLUTION 1250

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, EXPRESSING SUPPORT FOR THE AUGUST 2, 2022, PIERCE COUNTY FIRE PROTECTION DISTRICT NO. 5 (GIG HARBOR FIRE & MEDIC ONE) PROPOSITION NO. 1 TITLED “BONDS FOR FIRE STATION AND TRAINING FACILITY”

WHEREAS, Pierce County Fire Protection District No. 5 (Gig Harbor Fire & Medic One) has identified the need to improve community and firefighter health and safety, respond to increasing emergency call volumes, and reduce emergency response times; and

WHEREAS, the Board of Fire Commissioners has determined that existing outdated fire stations and the absence of live fire training capabilities require the District to construct a training facility, replace Station 51 (Gig Harbor), renovate Stations 53 (Fox Island), 57 (Crescent Valley), 58 (Swede Hill) and 59 (Artondale), and make other capital improvements and acquisitions; and

WHEREAS, the Board of Fire Commissioners has adopted Resolution No. 2022-03 causing Proposition No. 1 to be placed on the ballot of the August 2, 2022, special election; and

WHEREAS, if approved, this proposition would authorize up to \$80,000,000 of general obligation bonds that would mature within a maximum of 20 years and be repaid from annual excess property tax levies at an estimated cost of \$9.90 per month for a \$500,000 home; and

WHEREAS, at its meeting of June 13, 2022, the Gig Harbor City Council took public testimony on Proposition 1, allowing an equal opportunity for the expression of viewpoints supporting and opposing this measure;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Gig Harbor:

The Gig Harbor City Council strongly supports Pierce County Fire Protection District No. 5 (Gig Harbor Fire & Medic One) Proposition No. 1 – Bonds for Fire Stations and Training Facility.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 13th day of June, 2022.

Tracie Markley
Mayor

Attest:

Joshua Stecker, CMC
City Clerk



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: June 13, 2022

SUBJECT: Public Hearing: Resolution 1249 Adopting 2023-28 Six-Year Transportation Improvement Program (TIP)

SUBMITTED BY: Interim City Engineer Aaron Hulst, P.E.

DEPARTMENT: Public Works/Engineering

PHONE: 253-853-7620

SUGGESTED MOTION: Move to approve Resolution 1249

BACKGROUND INFORMATION: In accordance with RCW 35.77.010, local agencies must annually prepare and adopt a comprehensive transportation program for the ensuing six calendar years that is consistent with the agency's transportation comprehensive plan. This is commonly referred to as the Six-Year Transportation Improvement Program (TIP) and is required to be submitted annually to the state Secretary of Transportation. The criteria for receiving state and federal transportation project funding requires the receiving agency to have a current approved Six-Year TIP. While a TIP represents the anticipated projects over a six-year period, the project undertaken in any given year are subject to the budget deliberation process.

Included as part of the TIP adoption process is a public hearing.

As part of the Comprehensive Plan update that concluded in 2018, the City completed a rigorous capacity analysis of the City's roadway system which evaluated the future levels of service at intersections. From this analysis, the short and long-range project lists were updated in the Transportation Element of the Comprehensive Plan to address future LOS deficiencies.

The conclusions from the Comprehensive Plan update analyses, the 2022 TIP, and the 2022 Budget serve as the basis for the attached 2023-2028 Six-Year TIP.

Changes from last year's TIP are identified in red on the 2022/2023 TIP comparison spreadsheet that is provided as part of the council packet.

The 2023-28 TIP was presented at City Council Study Session on May 12.

FISCAL CONSIDERATION: Adoption of the Six-Year Transportation Improvement Program does not directly affect the City's finances. The fiscal impacts will be reviewed during the budgeting process.

Depending upon the availability of funds and other considerations, at any time the Council may elect to fund more or fewer projects, and/or change project priorities.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: N/A

ATTACHMENTS:

1. Resolution 1249, including Six-Year TIP Map and 2023-28 Six-Year TIP Report
 2. SEPA Addendum
 3. 2022/2023 TIP Comparison List
-

STRATEGIC PLAN PRIORITY: Ensure sustainable future for public services and facilities

RESOLUTION 1249

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, ADOPTING A SIX YEAR TRANSPORTATION IMPROVEMENT PROGRAM AND DIRECTING THE SAME TO BE FILED WITH THE STATE SECRETARY OF TRANSPORTATION AND THE TRANSPORTATION IMPROVEMENT BOARD

WHEREAS, pursuant to the requirements of Chapters 35.77 and 47.26 RCW, the City Council of the City of Gig Harbor has previously adopted a Comprehensive Transportation Plan and Transportation Improvement Program, including an arterial street construction program, and thereafter periodically modified said comprehensive transportation program by resolution; and

WHEREAS, the City Council has reviewed the work accomplished under the said Program, determined current and future city street and arterial needs, and based upon these findings has prepared a Six-Year Transportation Improvement Program for the ensuing six (6) calendar years; and

WHEREAS, a public hearing was held on the Six-Year Transportation Improvement Program on June 13; 2022, and

WHEREAS, the City SEPA responsible official made an amended determination of non-significance for the adoption or implementation of the Six-Year Transportation Improvement Program;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Gig Harbor:

Section 1. Program Adopted. The City of Gig Harbor City Council hereby approves and adopts the Six-Year Transportation Improvement Program for the City of Gig Harbor, as revised and extended for the ensuing six (6) calendar years (2023-2028 inclusive), a copy of which is attached hereto and incorporated herein by this reference as if fully set forth herein, which Program sets forth the project location, type of improvement and the estimated cost thereof.

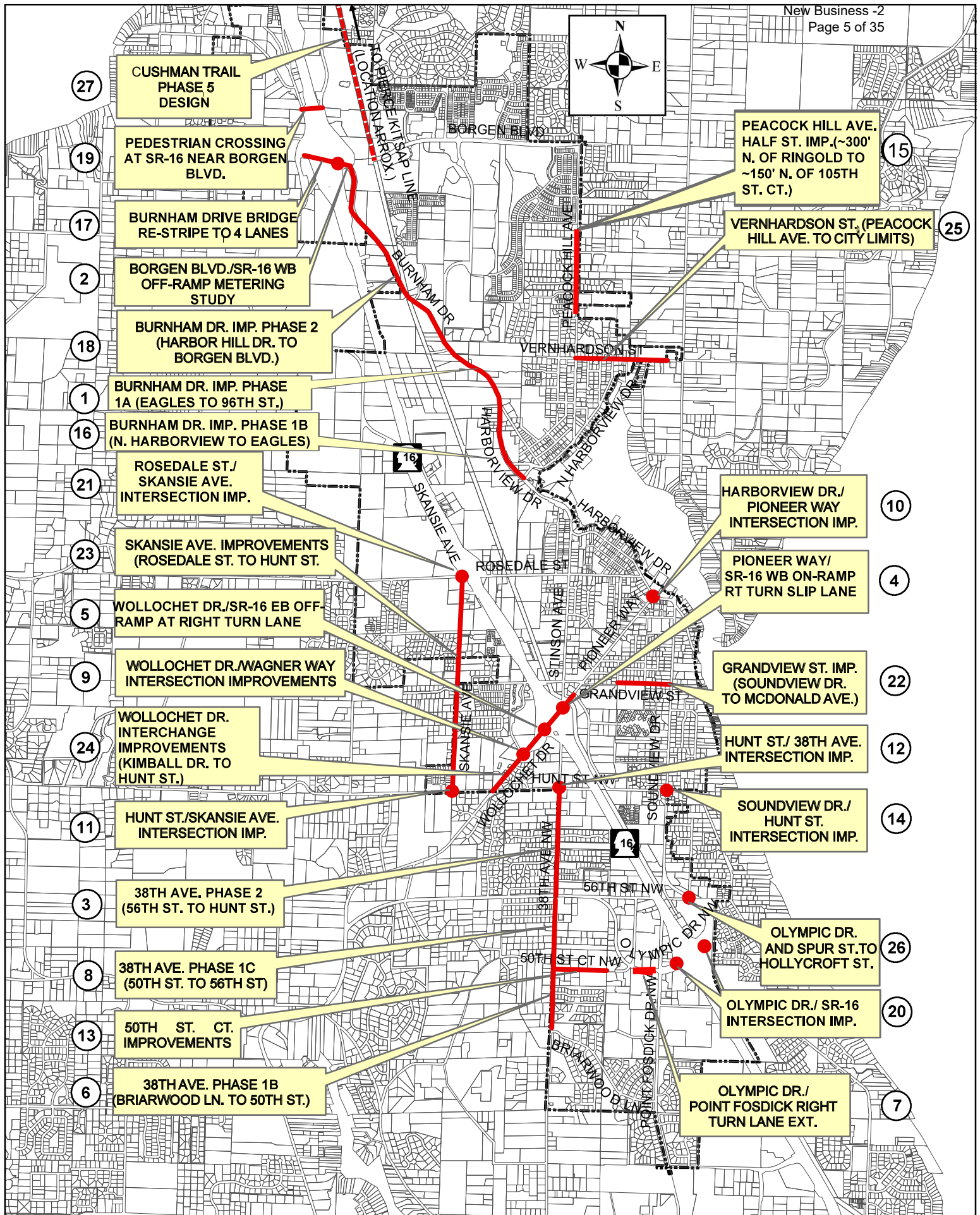
Section 2. Filing of Program. Pursuant to Chapter 35.77 RCW, the City Clerk is hereby authorized and directed to file a copy of this resolution forthwith, together with the attached hereto, with the Secretary of Transportation and a copy with the Transportation Improvement Board for the State of Washington.

ADOPTED by the City Council of the City of Gig Harbor at a regular meeting thereof, held this 13th day of June, 2022.

Tracie Markley
Mayor

Attest:

Joshua Stecker, CMC
City Clerk



**6-Year Transportation Improvement Program
2023 - 2028**

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	1	Burnham Drive Improvements Phase 1A Eagles to 96th Street Add shared use path on Burnham Drive between the Eagle's Club and 96th Street. Project includes half street improvements and a new bridge at 96th St. for fish passable culvert improvement.	WA-11830	06/13/22	06/13/22		1248	03	C G S T W	0.400		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0		0	50,000	50,000
P	CN	2023		0		0	4,800,000	4,800,000
Totals				0		0	4,850,000	4,850,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	50,000	0	0	0	0
CN	4,800,000	0	0	0	0
Totals	4,850,000	0	0	0	0

Six Year Transportation Improvement Program

From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	2	Metering Roundabout at SR16/Burnham Interchange Study Burnham Drive to Install metering at the eastbound approach (Burnham bridge) of the roundabout located at westbound SR16/Burnham Interchange.	WA-05039	06/13/22	06/13/22		1248	44			CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PL	2023		0		0	100,000	100,000
P	PE	2024		0		0	200,000	200,000
P	CN	2024		0	TIB	400,000	200,000	600,000
Totals				0		400,000	500,000	900,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PL	100,000	0	0	0	0
PE	0	200,000	0	0	0
CN	0	600,000	0	0	0
Totals	100,000	800,000	0	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor
County: Pierce
MPO/RTPO: PSRC
Y Inside
N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	3	38th Ave Improvements Phase 2 38th Avenue 56th Street to Hunt Street Complete design and construction of a 2/3-lane section with left turn pockets, bicycle lanes, curbs and gutters as necessary, landscaped planter strip or swale and sidewalk on at least one side of the roadway, storm sewer improvements.	WA-05027	06/13/22	06/13/22		1248	03	C G O P S T W	0.500	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0		0	738,000	738,000
P	CN	2024	STP	1,400,000		0	2,000,000	3,400,000
Totals				1,400,000		0	2,738,000	4,138,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	338,000	0	0	0	0
CN	0	3,400,000	0	0	0
Totals	338,000	3,400,000	0	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	4	Pioneer Way/SR-16 WB on-ramp right turn slip lane approx. 200' south of Pioneer/Stinson to WB SR-16 on-ramp Construct a right turn slip lane on the WB SR-16 on-ramp to relieve congestion on the Pioneer/Wollochet overpass.	WA-11831	06/13/22	06/13/22		1248	01		0.060		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0		0	200,000	200,000
P	CN	2024		0		0	750,000	750,000
Totals				0		0	950,000	950,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	200,000	0	0	0	0
CN	0	750,000	0	0	0
Totals	200,000	750,000	0	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	5	Wollochet Dr./SR-16 EB off-ramp rt. turn lane approx. 450' north of intersection to Wollochet intersection Construct a right turn lane on the SR-16 EB off-ramp approaching the signal.	WA-11824	06/13/22	06/13/22		1248	03		0.090		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0		0	160,000	160,000
P	CN	2024		0	WSDOT	200,000	140,000	340,000
Totals				0		200,000	300,000	500,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	160,000	0	0	0	0
CN	0	340,000	0	0	0
Totals	160,000	340,000	0	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	6	38th Ave Improvements Phase 1B 38th Avenue Briarwood Lane to 50th Street Court Complete design and construction of 2/3-lane section with turn pockets, bicycle lanes, curbs and gutters on one or both sides as necessary, landscaped planter strips or swales, sidewalk, storm sewer improvements, and provisions for future lighting.	WA-11821	06/13/22	06/13/22		1248	03		0.300		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0		0	400,000	400,000
P	CN	2025	STP	700,000	TIB	700,000	700,000	2,100,000
Totals				700,000		700,000	1,100,000	2,500,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	400,000	0	0	0
CN	0	0	2,100,000	0	0
Totals	0	400,000	2,100,000	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	7	Olympic Drive / Pt. Fosdick Right-Turn Lane Extension 150' west of intersection to 400' west of intersection Extend right turn lane approximately 225' approaching Pt. Fosdick traveling EB on Olympic.	WA-11823	06/13/22	06/13/22		1248	03				No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0		0	150,000	150,000
P	CN	2024		0		0	560,000	560,000
Totals				0		0	710,000	710,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	150,000	0	0	0	0
CN	0	560,000	0	0	0
Totals	150,000	560,000	0	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor
County: Pierce
MPO/RTPO: PSRC
Y Inside
N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	8	38th Ave Improvements Phase 1C 38th Avenue 50th Street Court to 56th Street Complete design and construction of 2/3-lane section with turn pockets, bicycle lanes, curbs and gutters on one or both sides as necessary, landscaped planter strips or swales, sidewalk, storm sewer improvements, and provisions for future lighting.	WA-11822	06/13/22	06/13/22		1248	03		0.340		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2025		0		0	500,000	500,000
P	CN	2026	STP	800,000	TIB	800,000	700,000	2,300,000
Totals				800,000		800,000	1,200,000	2,800,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	500,000	0	0
CN	0	0	0	2,300,000	0
Totals	0	0	500,000	2,300,000	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	9	Wollochet Drive./Wagner Way Intersection Improvements Wagner Way to Wollochet Drive Construct traffic signal (or roundabout)at Wollochet Drive and Wagner Way.	WA-05035	06/13/22	06/13/22		1248	44	C G P S T	0.010	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0		0	50,000	50,000
P	CN	2024	STP	700,000		0	175,000	875,000
Totals				700,000		0	225,000	925,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	50,000	0	0	0
CN	0	875,000	0	0	0
Totals	0	925,000	0	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	10	Harborview Drive / Pioneer Way Improvements to Intersection improvements to increase non-motorized user safety.	WA-08728	06/13/22	06/13/22		1248	28	C G O P S T W		DCE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	40,000	40,000
P	CN	2026		0		0	100,000	100,000
Totals				0		0	140,000	140,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	40,000	0
CN	0	0	0	100,000	0
Totals	0	0	0	140,000	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	11	Hunt St./Skansie Avenue intersection improvements intersection to intersection Construct a roundabout, signal or other intersection improvement at the intersection of Hunt St./Skansie Ave.	WA-11828	06/13/22	06/13/22		1248	03				No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0		0	350,000	350,000
P	RW	2024		0		0	80,000	80,000
P	CN	2025		0	TIB	1,000,000	350,000	1,350,000
Totals				0		1,000,000	780,000	1,780,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	350,000	0	0	0
RW	0	80,000	0	0	0
CN	0	0	1,350,000	0	0
Totals	0	430,000	1,350,000	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	12	Hunt Street / 38th Avenue Improvements to Design and construct intersection improvements. Currently planned as a roundabout.	WA-08729	06/13/22	06/13/22		1248	03	C G P S T W			Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2024		0		0	300,000	300,000
P	RW	2024		0		0	100,000	100,000
P	CN	2025		0	TIB	650,000	250,000	900,000
Totals				0		650,000	650,000	1,300,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	300,000	0	0	0
RW	0	100,000	0	0	0
CN	0	0	900,000	0	0
Totals	0	400,000	900,000	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	13	50th St Ct Improvements 50th St Ct west of Olympic Drive to 38th Street Construct new 2-lane roadway with curb, gutter and sidewalks on one or both sides along with street illumination, on-street parking and associated storm water and/or LID improvements.	WA-05013	06/13/22	06/13/22		1248	03	G P S T W	0.500	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	500,000	500,000
P	CN	2027		0	TIB	2,385,800	700,900	3,086,700
Totals				0		2,385,800	1,200,900	3,586,700

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	500,000	0
CN	0	0	0	0	3,086,700
Totals	0	0	0	500,000	3,086,700

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	14	Soundview and Hunt Intersection Improvement Soundview Drive and Hunt Street to Construct new intersection control, currently conceptualized as a traffic signal, at the intersection with associated non-motorized improvements. Requires coordination with Pierce County for east leg transition to match existing.	WA-05022	06/13/22	06/13/22		1248	03	C P T		CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	200,000	200,000
P	RW	2026		0		0	50,000	50,000
P	CN	2027		0	TIB	600,000	250,000	850,000
Totals				0		600,000	500,000	1,100,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	200,000	0
RW	0	0	0	50,000	0
CN	0	0	0	0	850,000
Totals	0	0	0	250,000	850,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
04	15	Peacock Hill Avenue Half-Street Improvements ~300' north of Ringold to ~150' north of 105th St. Ct The project will construct half-street improvements along the west side of Peacock Hill from ~300' north of Ringold to ~150' north of 105th St. Ct. Project will add sidewalks where none exist and bridge a critical sidewalk gap. The project will include illumination and other pedestrian, bicycle, and roadway improvements.	WA-14386	06/13/22	06/13/22		1248	03	O	0.380	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2023		0		0	600,000	600,000
P	CN	2024		0	TIB	1,500,000	600,000	2,100,000
Totals				0		1,500,000	1,200,000	2,700,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	600,000	0	0	0	0
CN	0	2,100,000	0	0	0
Totals	600,000	2,100,000	0	0	0

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
04	16	Burnham Drive Improvements Phase 1B N. Harborview Drive to Eagles Club Construct a sidewalk or shared use path along Burnham Drive.	WA-13648	06/13/22	06/13/22		1248	03	C O P S T W	0.500		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	800,000	800,000
P	CN	2027		0	TIB	1,800,000	700,000	2,500,000
Totals				0		1,800,000	1,500,000	3,300,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	800,000	0
CN	0	0	0	0	2,500,000
Totals	0	0	0	800,000	2,500,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	17	Burnham Drive Bridge - Restripe to 4 lanes Burnham Drive SR16 E/B Off-Ramp to SR16 W/B Off-Ramp Restripe Burnham Drive bridge between the roundabouts so there are 4 through lanes (2 in each direction).	WA-05040	06/13/22	06/13/22		1248	44		0.250	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027		0		0	100,000	100,000
P	CN	2028		0		0	305,000	305,000
Totals				0		0	405,000	405,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	100,000
CN	0	0	0	0	305,000
Totals	0	0	0	0	405,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor
County: Pierce
MPO/RTPO: PSRC
Y Inside
N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	18	Burnham Drive Improvements Phase 2 Burnham Drive Harbor Hill Dr Extension to SR-16 Interchange Reconstruction, including minor widening, turn lanes, curbs, gutters, sidewalks, storm sewer improvements, landscaped planter strips and lighting.	WA-05020	06/13/22	06/13/22		1248	03	C G O P S T	1.000	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027		0	TIB	235,000	400,000	635,000
P	RW	2027		0		0	500,000	500,000
P	CN	2028		0	TIB	800,000	315,000	1,115,000
Totals				0		1,035,000	1,215,000	2,250,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	635,000
RW	0	0	0	0	500,000
CN	0	0	0	0	1,115,000
Totals	0	0	0	0	2,250,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	19	Pedestrian Bridge Over SR16 None to Pedestrian bridge over SR16 in the vicinity of the Burnham Drive Interchange. This project is in conjunction with restriping the Burnham Drive bridge to 4 lanes.	WA-05041	06/13/22	06/13/22		1248	08		0.100	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027		0		0	600,000	600,000
P	RW	2028		0		0	150,000	150,000
Totals				0		0	750,000	750,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	600,000
RW	0	0	0	0	150,000
Totals	0	0	0	0	750,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	20	Olympic Drive/SR-16 Intersection Improvements to Explore options for eastbound on-ramp, intersection improvements to improve level of service.	WA-05025	06/13/22	06/13/22		1248	03			CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027		0		0	200,000	200,000
P	RW	2027		0		0	50,000	50,000
P	CN	2028		0	OTHER	800,000	400,000	1,200,000
Totals				0		800,000	650,000	1,450,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	200,000
RW	0	0	0	0	50,000
CN	0	0	0	0	1,200,000
Totals	0	0	0	0	1,450,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	21	Rosedale St./Skansie Ave Intersection Improvements Rosedale St./Skansie Ave. to Widen to provide left-turn lane on east approach. Or design and construct a roundabout.	WA-05026	06/13/22	06/13/22		1248	03	C G O P S T W		CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	300,000	300,000
P	CN	2027		0	TIB	1,500,000	400,000	1,900,000
Totals				0		1,500,000	700,000	2,200,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	300,000	0
CN	0	0	0	0	1,900,000
Totals	0	0	0	300,000	1,900,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor
County: Pierce
MPO/RTPO: PSRC
Y Inside
N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	22	Grandview Street Improvements Grandview Street Soundview Drive to McDonald Avenue Road (including sidewalk), storm water and lighting improvements.	WA-05036	06/13/22	06/13/22		1248	03	C G O P S T W	0.250	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2026		0		0	600,000	600,000
P	CN	2027	STP	600,000	TIB	600,000	800,000	2,000,000
Totals				600,000		600,000	1,400,000	2,600,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	600,000	0
CN	0	0	0	0	2,000,000
Totals	0	0	0	600,000	2,000,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	23	WA-05028 Skansie Avenue Improvements Skansie Avenue Rosedale Street to Hunt Street Minor widening to provide curb and gutter as necessary, landscaped planter strip/swale, storm sewer improvements, bicycle lane and sidewalks on both sides of street. Include provisions for future lighting project as budget allows.		06/13/22	06/13/22		1248	03	C P T	1.000	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0		0	800,000	800,000
Totals				0		0	800,000	800,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	800,000
Totals	0	0	0	0	800,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
16	24	Wollochet Drive Improvements Wollochet Drive Kimball Dr. to Hunt Street Widen roadway to provide for 11 foot lanes, bicycle lanes, sidewalks, landscaping and illumination on at least one side of the roadway. LOS improvements at the SR-16 interchange.	WA-05023	06/13/22	06/13/22		1248	03	C G P S T W	0.600	CE	Yes

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2025		0		0	1,500,000	1,500,000
P	CN	2028	STP	8,000,000		0	2,000,000	10,000,000
Totals				8,000,000		0	3,500,000	11,500,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	750,000	750,000
CN	0	0	0	0	10,000,000
Totals	0	0	0	750,000	10,750,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
17	25	Vernhardson Street Improvements Vernhardson Street Peacock Hill Avenue to City Limits Pavement restoration and/or overlay, storm sewer, curbs, gutters and sidewalk(s), bicycle lanes. Possible to phase project into two sections; one between Peacock Hill Ave and N. Harborview Drive and the other between N. Harborview Dirve and City Limits.	WA-05031	06/13/22	06/13/22		1248	05	C P S T W	0.340	CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0		0	700,000	700,000
Totals				0		0	700,000	700,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	700,000
Totals	0	0	0	0	700,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
14	26	Olympic/Hollycroft Intersection Improvements Olympic Drive and Hollycroft to Convert existing 2-way traffic on spur street that connects Olympic to Hollycroft in the SE quadrant of the intersedction to one-way NB. Angled parking to be added to spur to support the park to the SE of the spur.	WA-05030	06/13/22	06/13/22		1248	03	C P T		CE	No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2028		0		0	75,000	75,000
Totals				0		0	75,000	75,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	75,000
Totals	0	0	0	0	75,000

Six Year Transportation Improvement Program
From 2023 to 2028

Agency: Gig Harbor

County: Pierce

MPO/RTPO: PSRC

Y Inside

N Outside

Functional Class	Priority Number	A. PIN/Project No. C. Project Title D. Road Name or Number E. Begin & End Termini F. Project Description	B. STIP ID G. Structure ID	Hearing	Adopted	Amendment	Resolution No.	Improvement Type	Utility Codes	Total Length	Environmental Type	RW Required
00	27	Cushman Trail Phase 5 Design Borgen trailhead to Kitsap County line Design Phase 5 of the Cushman Trail from the existing Borgen trailhead to the Pierce/Kitsap county line.	WA-12863	06/13/22	06/13/22		1248	15		4.000		No

Funding								
Status	Phase	Phase Start Year (YYYY)	Federal Fund Code	Federal Funds	State Fund Code	State Funds	Local Funds	Total Funds
P	PE	2027		0		0	600,000	600,000
P	PE	2028		0		0	300,000	300,000
Totals				0		0	900,000	900,000

Expenditure Schedule					
Phase	1st	2nd	3rd	4th	5th & 6th
PE	0	0	0	0	900,000
Totals	0	0	0	0	900,000

	Federal Funds		State Funds	Local Funds	Total Funds
Grand Totals for Gig Harbor	12,200,000		13,970,800	29,638,900	55,809,700



COMMUNITY DEVELOPMENT DEPARTMENT
SEPA ADDENDUM

FROM: City of Gig Harbor, Community Development Department
DATE: May 13, 2022
SUBJECT: SEPA Addendum – 2023-2028 Six-Year Transportation Improvement Program (Six-Year TIP)

Pursuant to WAC 197-11-600 and 625, an Addendum to the Determination of Nonsignificance is hereby issued for the 2023-2028 Six-Year Transportation Improvement Program (Six-Year TIP).

Location: Citywide

Proponent: City of Gig Harbor Public Works Department
3510 Grandview Drive
Gig Harbor, WA 98335

Addendum Proposal

The addendum revises the existing Six-Year TIP (2022-2027) for use as the 2023-2028 Six-year TIP by adjusting the priorities to reflect the adopted 2022 City of Gig Harbor Budget and the updated 2018 Comprehensive Plan; updating the phase start dates, project costs and expenditure schedule; and removing completed projects.

Original Proposal/SEPA Action

The original proposal was the 2018 Comprehensive Plan Amendments including Chapter 12 (Transportation Element) and Chapter 13 (Capital Facilities Element), which updated the general short-range and long-range transportation improvement plans and considered the impacts of motorized and non-motorized transportation projects proposed for short and long-range development throughout the City. The projects and/or programs listed in the proposed TIP are included in and supported by the City's Comprehensive Plan. After review of a completed environmental checklist and the appropriate comment and appeal periods, a Determination of Nonsignificance was issued for the project on July 5, 2018.

Lead Agency: City of Gig Harbor

The lead agency for this proposal addendum has determined that it contains no new information that does not have a probable significant adverse impact on the environment. This decision was made after review of a completed environmental checklist and other information on file with the lead agency. This information is available to the public upon request.

Contact Person: Aaron Hulst, PE, Interim City Engineer; Phone: 253-851-6170

Responsible Official: Katrina Knutson – AICP

Position Title: Community Development Director Phone: (253) 851-6170

Address: City of Gig Harbor
3510 Grandview Street
Gig Harbor, WA 98335

Signature

A handwritten signature in blue ink, consisting of several loops and a long horizontal stroke extending to the right.

Date: May 13, 2022

2022 TIP #	2023 TIP #	Project Name
1	Removed (complete by 2023)	Stinson Avenue overlay and Intersection Improvements
2	Removed (complete by 2023)	Stinson Avenue/Harborview Drive Roundabout
3	Removed (complete)	38th Avenue Phase 1A (City Limits to Briarwood Lane)
4	1	Burnham Drive Improvements Phase 1A (Eagle's Club to 96th Street)
5	2	Borgen Boulevard/SR-16 WB off-ramp metering STUDY
6	3	38th Ave. Phase 2 (56th St. to Hunt St.)
7	4	Pioneer Way/SR-16 WB on-ramp right turn slip lane
8	5	Wollochet Drive/SR-16 EB off-ramp right turn lane
9	6	38th Avenue Phase 1B (Briarwood Lane to 50th Street)
10	7	Olympic Drive/Pt. Fosdick right turn lane extension
11	8	38th Avenue Phase 1C (50th Street to 56th Street)
12	9	Wollochet Drive/Wagner Way Intersection Improvements
13	10	Harborview Drive/Pioneer Way Intersection Improvements
14	11	Hunt St./Skansie Ave. Intersection Improvements
15	12	Hunt St./38th Ave. Intersection Improvements
16	13	50th St. Ct. NW Improvements
17	14	Soundview Drive/Hunt Street Intersection Improvement
NA	15 (New project for 2023 TIP)	Peacock Hill Ave. Half Street Imp. (~300' north of Ringold to ~150' north of 105th St. Ct.)
18	16	Burnham Drive Improvements Phase 1B (N. Harborview Dr. to Eagle's Club)
19	17	Burnham Drive Bridge - Restripe to 4 lanes
20	18	Burnham Drive Improvements Phase 2 (Harbor Hill Drive to Borgen Blvd.)
21	19	Pedestrian Crossing at SR-16 near Borgen Blvd.
22	20	Olympic Drive/SR-16 Intersection Improvements
23	21	Rosedale Street/Skansie Avenue Intersection Improvements
24	22	Grandview Street Improvements (Soundview Drive to McDonald Avenue)
25	23	Skansie Avenue Improvements (Rosedale Street to Hunt Street)
26	24	Wollochet Drive Interchange Improvements (Kimball Drive to Hunt Street)
27	25	Vernhardson Street (Peacock Hill Avenue to City Limits)
28	26	Olympic Drive and Spur to Hollycroft
29	27	Cushman Trail Phase 5 Design



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: June 13. 2022

SUBJECT: Ordinance 1488 Relating to Fireworks Sale and Discharge Regulations;
Amending Chapter 8.20 of the Gig Harbor Municipal Code, Fireworks

SUBMITTED BY: Building Official/ Fire Marshal Paul Rice

DEPARTMENT: Community Development

PHONE: 853-7632

SUGGESTED MOTION: None. Ordinance will return for second reading on June 27.

BACKGROUND INFORMATION: During the Council's October 25 Finance & Safety Committee meeting staff was directed to research the feasibility, process & procedures required to amend GHMC 8.20, Fireworks, to allow the City Fire Marshal to declare an emergency ban on fireworks discharge depending on climate conditions. These findings were brought to the Council's March 31 Study Session where further direction was given to contact the City Attorney regarding any legal considerations of this proposal.

The proposal was discussed at the Council's May 26 Study Session where staff was given direction to draft an ordinance which would ban the sale and discharge of fireworks within the city limits of Gig Harbor and bring this ordinance to Council for consideration.

FISCAL CONSIDERATION: None

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: None

ATTACHMENTS: Ordinance 1488

STRATEGIC PLAN PRIORITY: Maintain small town character and historic preservation while growing responsibly

ORDINANCE 1488

AN ORDINANCE OF THE CITY OF GIG HARBOR, WASHINGTON, RELATING TO FIREWORKS SALE AND DISCHARGE REGULATIONS; AMENDING CHAPTER 8.20 OF THE GIG HARBOR MUNICIPAL CODE, FIREWORKS; PROVIDING FOR SEVERABILITY, AND ESTABLISHING AN EFFECTIVE DATE

WHEREAS, the state fireworks regulations are codified at Chapter 70.77 of the Revised Code of Washington (RCW); and

WHEREAS, RCW 70.77.395 provides that consumer fireworks may be sold and purchased from 12:00 noon to 11:00 p.m. on June 28, from 9:00 a.m. to 11:00 p.m. on June 29 through July 4, from 9:00 a.m. to 9:00 p.m. on July 5, and from 12:00 noon to 11:00 p.m. on December 27 through December 31; and

WHEREAS, RCW 70.77.395 provides that consumer fireworks may be discharged from 12:00 noon to 11:00 p.m. on June 28, from 9:00 a.m. through 11:00 p.m. on June 29 through July 3, from 9:00 a.m. through 12:00 midnight on July 4, from 9:00 a.m. through 11:00 p.m. on July 5, and from 6:00 p.m. on December 31 through 1:00 a.m. on January 1 of the subsequent year; and

WHEREAS, RCW 70.77.250(4) provides that the Chief of the Washington State Patrol, through the director of fire protection, shall adopt rules to ensure statewide minimum standards for the enforcement of the state fireworks laws, that counties and cities shall comply with these state rules, and that any ordinances adopted by a city that are more restrictive than state law shall have an effective date no sooner than one year after their adoption; and

WHEREAS, Chapter 8.20 of the Gig Harbor Municipal Code (GHMC) sets forth the regulations related to the allowable sale and discharge of fireworks in the city limits of Gig Harbor; and

WHEREAS, the sound of the indiscriminate discharge of consumer fireworks can unsettle many persons and can harm the health and welfare of others including military veterans, as well as service animals, and pets; and

WHEREAS, Gig Harbor is experiencing unprecedented, record-breaking heatwaves that are creating extreme fire-risk conditions and that similar conditions are likely to reoccur in the future; and

WHEREAS, the Gig Harbor City Council, recognizing that discharging consumer fireworks can harm the health and welfare of persons including military veterans, as well as service animals, and pets, deems it prudent and appropriate to prohibit the sale and discharge of consumer fireworks; and

WHEREAS, the Gig Harbor City Council, recognizing the significant threat to life and property posed by fire risk during periods of extreme weather, deems it prudent and appropriate to ban the sale and discharge of consumer fireworks within the city limits of Gig Harbor;

NOW THEREFORE, The City Council of the City of Gig Harbor, Washington, do ordain as follows:

Section 1. Chapter 8.20 of the Gig Harbor Municipal Code is amended as follows:

Chapter 8.20 FIREWORKS

Sections:

8.20.010 Intent.

8.20.020 Applicability.

8.20.030 Compliance with licensing provisions.

~~8.20.040 Permit – Application.~~

~~8.20.050 Permit – Use requirements.~~

~~8.20.060 Permit – Maximum number.~~

~~8.20.070 Permit – Terms and conditions.~~

~~8.20.080 Permit – Granting limitations.~~

~~8.20.090 Temporary stands – Standards and conditions.~~

~~8.20.100 Temporary stands – Safe and sane fireworks only.~~

~~8.20.110 Time limit – Sale of fireworks.~~

~~8.20.120 Time limit – Use of fireworks~~

~~8.20.120 Time limit – Use of fireworks (Effective April 26, 2022).~~

8.20.120 040 Time limit – Use of fireworks.

8.20.130 050 Unlawful acts.

8.20.140 060 Enforcement.

8.20.150 070 Violation – Penalty.

8.20.010 Intent.

This chapter is intended to implement Chapter 228, Laws of 1961 of the state of Washington, and shall be construed in connection with said law and any and all rules or regulations issued pursuant thereto.

8.20.020 Applicability.

The provisions of this chapter shall apply to the sale of all safe and sane fireworks, as defined by Chapter 228, Laws of 1961 of the state of Washington, except as to the sales of “toy caps” and “sparklers.”

8.20.030 Compliance with licensing provisions.

It is unlawful for any person, firm or corporation to engage in the retail sale of or to sell any fireworks within the city limits of Gig Harbor ~~without first obtaining a city business license and complying with the provisions of Chapter 5.01 GHMC.~~

8.20.040 Permit — Application.

~~Applications for temporary fireworks stand permits must be accompanied by the permit fee and pursuant to this chapter may be filed and will be accepted by the city only during the period between April 15th and June 1st of the year for which the permit is sought.~~

8.20.050 Permit — Use requirements.

~~A permit granted pursuant to this chapter shall entitle the permittee to maintain only one retail outlet. All permits issued pursuant hereto shall be used only by the designated permittee and shall be nontransferable. Any transfer or purported transfer of such a permit shall be deemed a violation of this chapter.~~

8.20.060 Permit — Maximum number.

~~The maximum number of permits issued by the city in any year shall not exceed one for every 500 people or fraction thereof residing in the corporate limits of Gig Harbor.~~

8.20.070 Permit — Terms and conditions.

~~A temporary fireworks stand permit for the sale of fireworks shall be issued only upon the following terms and conditions:~~

~~A. The applicant shall have a valid and subsisting Washington State fireworks license issued by the Washington State Patrol authorizing the holder thereof to engage in the fireworks business.~~

~~B. The applicant shall own or have the right to possess a temporary fireworks stand complying with the standards hereinafter set forth for temporary fireworks stands.~~

~~C. The applicant shall procure and maintain a policy or policies of public liability and property damage insurance in a company or companies approved by the city of Gig Harbor in the following amounts: Not less than \$1,000,000 commercial general liability (each occurrence); \$50,000 damage to premises; \$1,000,000 personal and advertising injury; \$2,000,000 general aggregate; \$2,000,000 products — completed operations aggregate.~~

~~D. The permittee's location or place of business shall be only in those areas or zones within the city wherein commercial activities are authorized under the applicable zoning laws of the city of Gig Harbor; provided, that the sale of safe and sane fireworks shall not be deemed an enlargement of an existing nonconforming use; and provided further, that no fireworks shall be sold in any residential area where a commercial enterprise does not exist.~~

~~E. The applicant shall file with the city a cash deposit in an amount not less than \$100.00, conditioned upon the prompt removal of the temporary stand and the cleaning up of all debris from the site of the temporary stand. The deposit shall be returned to the applicant after he removes the temporary stand and cleans up all debris to the satisfaction of the building~~

~~official/fire marshal. If he fails to do so, the cash deposit and all property not removed shall be forfeited to the city. In no event shall the applicant be entitled to the return of the cash deposit if he has failed to remove the temporary stand and clean up all debris by the tenth day of July of each year.~~

~~8.20.080 Permit — Granting limitations.~~

~~In the event there are more applications for permits than there are permits available, permits shall be granted in the following manner:~~

- ~~A. Any person, firm or corporation having been issued a permit and exercised its rights under that permit for the year prior to the making of the application shall be entitled to renew said permit.~~
- ~~B. Any permits remaining shall be granted to those first applying therefor, who meet all the necessary qualifications and requirements.~~

~~8.20.090 Temporary stands — Standards and conditions.~~

~~The temporary stands of all permit holders shall conform to the following minimum standards and conditions:~~

- ~~A. Temporary fireworks stands need not comply with all provisions of the International Building Code; provided, however, that all such stands shall be erected under the supervision of the building inspector or his duly authorized representative, who shall require all stands to be constructed in a safe manner, ensuring the safety of attendants and patrons. In the event any temporary stand is wired for electricity, then the wiring shall conform to the Electrical Code of the state of Washington.~~
- ~~B. No temporary fireworks stand shall be located within 20 feet of any other building or structure, nor within 50 feet of any gasoline station, oil storage tank or premises where flammable liquids are kept or stored.~~
- ~~C. Each temporary fireworks stand must have at least two exits, which shall be unobstructed at all times.~~
- ~~D. Each temporary fireworks stand shall have, in a readily accessible place, two approved, pressurized two and one half gallon water type fire extinguishers.~~
- ~~E. All weeds, grass and combustible material shall be cleared from the location of the temporary fireworks stand and the surrounding area a distance of not less than 20 feet, measured from the exterior walls on each side of said temporary fireworks stand.~~
- ~~F. No smoking shall be permitted in or near a temporary fireworks stand and the same shall be posted with proper "No Smoking" signs.~~
- ~~G. Each temporary fireworks stand shall have an adult in attendance at all times. No child or children under the age of 18 years shall be allowed inside the employee area of any temporary fireworks stand.~~
- ~~H. All unsold stock and accompanying litter shall be removed from said temporary fireworks stand by 12:00 noon on July 6th of each year.~~

~~8.20.100 Temporary stands — Safe and sane fireworks only.~~

~~All safe and sane fireworks except "toy caps" and "sparklers" shall be sold only from temporary stands.~~

~~8.20.110 Time limit – Sale of fireworks.~~

~~No permittee shall sell at retail or offer for sale any fireworks authorized to be sold herein within the city limits of Gig Harbor except from 12:00 noon on June 28th to 12:00 noon on July 5th of any year.~~

~~8.20.120 Time limit – Use of fireworks (Effective until April 26, 2022).~~

~~No person shall use or discharge any fireworks within the corporate limits of Gig Harbor except between the hours of 9:00 a.m. and 11:00 p.m. on July 1st through July 3rd, and between the hours of 9:00 a.m. and midnight on July 4th; provided, that this prohibition shall not apply to duly authorized public displays where the same are authorized pursuant to the laws of the state of Washington.~~

~~8.20.120 Time limit – Use of fireworks (Effective April 26, 2022).~~

~~No person shall use or discharge any fireworks within the corporate limits of Gig Harbor except between the hours of 9:00 a.m. and midnight on July 4th; provided, that this prohibition shall not apply to duly authorized public displays where the same are authorized pursuant to the laws of the state of Washington.~~

~~8.20.120 040 Time limit – Use of fireworks.~~

~~No person shall use or discharge any fireworks within the corporate limits of Gig Harbor except between the hours of 9:00 a.m. and midnight on July 4th; provided, that this prohibition shall not apply to duly authorized public displays where the same are authorized pursuant to the laws of the state of Washington.~~

~~8.20.130 050 Unlawful acts.~~

~~It is unlawful for any person to sell, possess, use or explode any dangerous fireworks within the city limits of Gig Harbor. Any item of fireworks which does not bear a "Safe and Sane" registration or classification of the State Fire Marshal in conformity with Chapter 228, Laws of 1961 of the state of Washington, shall be deemed dangerous and is prohibited by this chapter.~~

~~8.20.140 060 Enforcement.~~

~~The chief of police or his duly authorized representative is designated as the enforcing officer of this chapter. In addition to all the grounds for revocation of permits set forth in the general provisions of this chapter, any failure or refusal on the part of permittee to obey any rule, regulation or request of the chief of police concerning the sale of fireworks shall be grounds for the revocation of a temporary fireworks stand permit.~~

~~8.20.150 070 Violation – Penalty.~~

Violation of any portion of this chapter is an infraction and subject to a penalty of \$1,000 as provided in GHMC 1.16.010(D).

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Copy to Chief of the Washington State Patrol. Pursuant to RCW 70.77.250(4) the City Clerk is directed to send a copy of this ordinance to the Chief of the Washington State Patrol for his files within ten (10) days after adoption of this ordinance.

Section 4. Correction of Errors. The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 5. Effective Date. This ordinance shall take effect and be in full force twelve (12) months after passage.

ADOPTED by the Council of the City of Gig Harbor at a regular meeting thereof, held this 27th day of June, 2022.

Tracie Markley
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker, CMC
City Clerk

Tony Panagiotu
14 35th Ave CT NW
Gig Harbor WA 98335

I want to protect my home and my family against wildfires. I support an ordinance banning the public sale and use of fireworks within Gig Harbor. I have changed my position on this over the years as the use of more powerful legal and illegal fireworks has grown. I have seen the damage these devices do to property and pets. There are many other ways that non profits can raise money that does far less ancillary harm.

Thank you for your consideration.

Howard Cushner
4426 34th Ave Ct.
Gig Harbor, WA

There is no question that fireworks represent a real risk in this community, which is heavily wooded and experiencing hotter and drier summers. My community is especially at risk because we have a large number of very tall pine and fir trees. Our community also has one main road, steep hills and many dead-end cul-de-sacs. As was discussed in a recent Pierce County Firewise webinar, we are the 'perfect storm' environment for rapid fire spread and poor egress for those living down these streets.

I have witnessed firsthand the reckless behavior of some neighbors firing these incendiary devices into the tree tops. As temperatures become hotter and drier, it is not a matter of 'if' a fireworks-induced fire will start, it is only a matter of when and how many people will be killed and homes burned. I recently spoke with friends from Stielacoom, WA and was told they have had a fireworks ban there for many years. For the safety of our families, friends, neighbors and homes, as well as the preservation of this beautiful and unique community, we should pass a fireworks ban here.

Thank you.

Wendy Cushner
4426 34th Ave. Ct.
Gig Harbor, WA

At our annual HOA meeting, one of my neighbors mentioned that the neighborhood adjacent to ours was setting off fireworks all evening long on July 4th last year into the heavily wooded 5-acre forest that our community owns (and which separates our two communities). They said there was so much smoke from these fireworks that they could not even see the trees in the forest. People in that neighborhood may have thought their use of fireworks was innocent and could do no harm to their own property, but their reckless use of fireworks put my neighborhood at risk of burning. It's not just the user that takes on the risk, using fireworks is a threat to all of us. As the weather continues to get more hot and dry, fireworks pose an ever increasing threat to the people and property in Gig Harbor. A ban on fireworks is the only solution to preventing a fireworks-induced fire.

I support a ban on fireworks in Gig Harbor.

Thank you.

Dave Arterburn
4425 34th Avenue Court

Human-started wildfires accounted for 84% of all wildfires, tripled the length of the fire season, dominated an area seven times greater than that affected by lightning fires and were responsible for nearly half of all area burned. National and regional policy efforts to mitigate wildfire-related hazards would benefit from focusing on reducing the human expansion of the fire niche. Banning the public sale and use of fireworks would do just that by literally taking the lit match out of people's hands.

Humans have vastly expanded the spatial and seasonal "fire niche", accounting for 44% of total area burned. During a 21-year time period, the human-caused fire season was three times longer than the lightning-caused fire season and added an average of 40,000 wildfires per year across the U.S. Human-started wildfires disproportionally occurred where fuel moisture was higher than lightning-started fires, thereby helping expand the geographic and seasonal niche of wildfire. As our summers here in Gig Harbor only get hotter and drier, that danger only increases. Do we really want Gig Harbor to be the next fire statistic and news story?

There was also a notable mark of American culture on the distribution of wildfires, with the peak day of wildfires occurring on July 4th, concurrent with holiday fireworks displays. Indeed, Americans start over twice as many wildfires on July 4th as any other summer day.

The National Fire Protection Agency reports some 19,500 fires were caused by the use of fireworks in 2018.

Fireworks also create highly toxic gases and fine particulate matter pollutants that poison the air, water and the soil, making them toxic to birds, wildlife, pets, livestock and people. We know fireworks are dangerous, but most people are completely unaware of the more insidious environmental damages and health impacts caused by fireworks.

Pollutants released by fireworks travel far from their origin. Studies reveal that tagged heavy metals used in fireworks have traveled some 62 miles downwind over a two-day period. These metals also end up in and linger in our trees and other vegetation. When they are washed out of the air by rainfall, they end up polluting our watersheds and soils. These highly toxic materials are resistant to degrading and remain in the environment for very long periods of time. Wildlife, our pets and yes, our children can be exposed to these toxins long after the holiday celebrations are over. Even trace amounts of exposure are harmful. Do we really want this to continue?

I urge you to vote yes on banning fireworks in Gig Harbor. Thank you.

Wes Friedman
4425 34th Avenue Court

So, you have been presented with statistics and facts about the use of fireworks and just how dangerous and destructive they can be. Opponents to a ban never argue that fireworks are not explosives, because they are. They never argue that fireworks are not dangerous or potentially destructive, because they are. They never argue that fireworks cannot or have not started a wildfire, house fire, injured someone or have never caused a death. Why? Because these are facts that cannot be disputed. Fireworks have and can do these things. Opponents cannot dispute reports on the destruction that fireworks have caused or the statistics that present the number of fires and injuries caused by fireworks within a given year. Instead, they will use terms like personal freedoms, patriotism or even argue that you cannot enforce a ban, so why bother? All of these are red herrings and are designed to distract from the facts that fireworks are dangerous and destructive. These words deflect the facts and do nothing to prevent the destruction that fireworks do to property, the environment, wildlife, pets and the trauma they cause to those with PTSD. These words do nothing to make fireworks safe to use. Some will say that passing a ban is a slippery slope. Do this and next they will take away our, what? You fill in the blank. That is just another distraction. There is absolutely no intent whatsoever to take away people's freedoms. Some will also argue that it's not the firework that started the wildfire. It was an irresponsible person who did that. Really? The fact of the matter is this. If you take away the fireworks, you literally take away the fire.

Before you take a vote on this issue, ask yourself this. What is it that you, or should I say we, truly value? Do we value giving a small group the right to play with explosives, at the peril of many others? Even if it's for just one day, it still puts, not only their lives in danger, but also the lives and communities of many as well. Or do we value protecting our lives, our children, our property, our communities, wildlife, pets and those who suffer from PTSD. Do we choose to value all of these? That's the choice. What small sacrifice can we take to value our city and preserve a healthier, safer neighborhood, city and state for tomorrow? We cannot afford to make excuses. Fireworks are dangerous explosives. Therefore, I urge you to please take this small sacrifice and vote yes on this ban ordinance and make Gig Harbor a more welcoming, safer place to live. Thank you.

Melissa Myers
Diana Brown
3821 Spadoni Ln.
Gig Harbor

I fully support a ban on fireworks in Gig Harbor. The barrage of incredibly loud explosions that sound like they are very near (and many have been set on the Kushmen Trail right behind our house) is constant. It panics our communities pets and many residents as well.

I support the ban.

Bea Mezei-Rhodes
5415 36 Avenue, #C203
Gig Harbor, WA 98335

I would like to discuss risks and the sale of fireworks.

This is one reason for banning the personal sale and use of fireworks in Gig Harbor. Public safety. Strictly speaking, banning their use is literally a way to prevent the potential for wildfires. A ban will prevent our homes from catching fire from a stray or misguided firework. And, most importantly, a ban will prevent injury to the users. Yes, these things may be rare, but ask yourself this. Are you willing to take the risk?

Sure, some say that it's my personal freedom, and taking on risk is my own choice. Well said, but there are no guarantees that that risk won't be shared by others. Even if a fire is sparked on your own property and only your home and trees burn down, we are all adversely impacted by that one "personal" act. That burnt lot effects the value of the neighborhood at large. The costs of putting out that fire impacts city revenues and budgets. Your lost home to fire could impact the insurance of others in the neighborhood. And while firefighters are trained to rush into the fire, your one act puts their lives at risk. That risk may be an individual's to take, but when others are put in harm's way, that risk is shared by the everyone. Innocent people are put at risk. A wildfire could be started by a firework miles away from your home, but that fire could easily spread for miles, burning down acres of land and many, many homes in its path.

Not everyone will like the idea of banning the public sale and use of fireworks in Gig Harbor. But the number of users is small compared to those who are put at risk. You don't need to touch a firework to lose your house to one. Those who fundraise off their sale will be hit hard. That is understandable. But, those sponsoring these fundraisers are literally selling explosives to the public. Dangerous, hazardous explosives. The largest seller of fireworks is a supplier named TNT. While that name may just a marketing tool, those three letters denote only one thing, namely, highly, explosive materials.

So it's time to ask yourself this. Is the price of band uniforms worth the cost of fighting a wildfire that was started by a firework? Is the price of sending the high school class on a trip to D.C. worth someone in the hospital after blowing off several fingers when a firework misfired? What about a home burning to the ground after a misguided firework entered the attic and catches a neighbor's home on fire? Is that loss worth the money that was collected at a fundraiser? If you are going to continue allowing fundraises to cash in by selling fireworks, there will always be these risks. I ask you. Please do the right thing and ban fireworks in Gig Harbor. Thank you.

Abby Landry
4619 34th Avenue Ct.

I am writing today in support of banning fireworks in the City of Gig Harbor. My name is Abby Landry and I live at 4619 34th Avenue Ct. in Gig Harbor.

It's patriotic, personal freedoms, liberties, a ban cannot be enforced. These are just words that are used to distract your thinking away from the fact that fireworks are dangerous explosives. These words deflect the fact that fireworks have and can cause wildfires, house fires, injuries and even deaths. These words do nothing to prevent the destruction that fireworks do to properly, the environment. wildlife, pets and the trauma they cause to those with PTSD. These words do nothing to make fireworks safe to use.

Some will say that passing a ban is a slippery slope. Do this and next they will take away our, what? You fill in the blank. That is just another distraction. There is no intent whatsoever to take away people's freedoms.

Are we going to stop all fireworks in Gig Harbor with a ban? Probably not. But will this stop most? It surely will, especially if you stop their sale. This is a great first step. It sends a message to the community that you want to protect us. It sends a message to the county for them to take this step. Moreover, it sends a message to the state level.

So what is it that you value? Voting to ban fireworks in the City is a binary decision. You either give the right to buy and use fireworks to a small group of people, under the definition of personal use, and put many people in the city at large at considerable risk of harm, or you protect every citizen in the City from the harm that fireworks cause. Please do the right thing and vote yes to ban fireworks in Gig Harbor. Thank you.



**City of Gig Harbor
City Council Meeting Agenda Bill**

Meeting Date: June 13, 2022

SUBJECT: Ordinance 1489 Amending Chapter 8.28 of the Gig Harbor Municipal Code to Reflect Civil Penalty for Exceeding Moorage Time Limits at Jerisich Dock

SUBMITTED BY: Kelly Busey, Police Chief

DEPARTMENT: Police

PHONE: (253) 853-2422

SUGGESTED MOTION: None. Ordinance will return for second reading on June 27.

BACKGROUND INFORMATION: The moorage regulations for Jerisich Dock were updated in 2016, however there was no prescribed penalty for moorage over the time limit of three days within any 10-day period. Penalties for violation for other portions of this code are already contained within. This Ordinance and amendment to GHMC 8-28 simply closes a loophole in the existing code and allows for enforcement of boats exceeding the prescribed time limit.

FISCAL CONSIDERATION: None.

BOARD/COMMISSION/COMMITTEE RECOMMENDATION: None.

ATTACHMENTS: Ordinance 1489

STRATEGIC PLAN PRIORITY: N/A

ORDINANCE 1489

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF GIG HARBOR, WASHINGTON, AMENDING CHAPTER 8.28 OF THE GIG HARBOR MUNICIPAL CODE TO REFLECT CIVIL PENALTY FOR EXCEEDING MOORAGE TIME LIMITS AT JERISICH DOCK; PROVIDING FOR SEVERABILITY AND ESTABLISHING AN EFFECTIVE DATE.

WHEREAS, Chapter 8.28 of the Gig Harbor Municipal Code contains provisions for moorage rules and regulations at Jerisich Public Dock; and

WHEREAS, the code requires modification to reflect changes to mooring time limits;

NOW THEREFORE, The City Council of the City of Gig Harbor, Washington, do ordain as follows:

Section 1. Section 8.28.070(H) is revised to read as follows:

H. The following violations of GHMC 8.28.050, Mooring time limit, shall be civil infractions:

1. Moorage without registering or without paying the established fee; continuing to moor without paying the established fee as it becomes due. The civil penalty shall be \$100.00. Each calendar day on which a failure to pay the moorage fees occurs shall constitute a separate civil infraction.
2. Moorage in a restricted loading/unloading area or prohibited area. The civil penalty shall be \$100.00. Each calendar day on which a watercraft is moored in a restricted or prohibited area shall constitute a separate civil infraction.
3. Falsifying vessel identification and/or size on moorage payment information. The civil penalty shall be \$250.00. Each calendar day on which a watercraft has falsified such vessel identification and/or size information shall constitute a separate civil infraction.
4. Exceeding the mooring time limit of more than three overnight periods in any 10-day period without prior authorization. The civil penalty shall be \$100.00. Each calendar day on which a watercraft is moored beyond the prescribed time limit shall constitute a separate civil infraction.

Section 2. Severability. If any section, sentence, clause or phrase of this Ordinance should be held to be unconstitutional by a court of competent jurisdiction, such invalidity or unconstitutionality shall not affect the validity or constitutionality of any other section, sentence, clause or phrase of this Ordinance.

Section 3. Correction of Errors. The City Clerk and codifiers of the ordinance are authorized to make necessary corrections to this ordinance including, but not limited to, the correction of scrivener/clerical errors, references, ordinance numbering, section/subsection numbers and any references thereto.

Section 4. Effective Date. This Ordinance shall take effect and be in full force five (5) days after passage and publication of an approved summary consisting of the title.

ADOPTED by the Council of the City of Gig Harbor at a regular meeting thereof, held this 27th day of June, 2022.

Tracie Markley
Mayor

Approved as to form:

Attest:

Daniel Kenny
City Attorney

Joshua Stecker
City Clerk

UPCOMING GIG HARBOR CITY MEETINGS

ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

Meetings may be held virtually due to safety precautions. Please see the agenda for each meeting for specific details on how to attend.

Day	Date	Time	Group	Agenda Items
TH	June 9	noon	Lodging Tax Advisory Committee	LTAC Scope and Responsibilities 2023 Grant Application
TH	June 9	3:00pm	Civil Service Commission	CANCELLED
TH	June 9	5:00pm	Design Review Board	Advisory Board Rules Update Names Design Review
M	June 13	5:30pm	City Council	See Agenda
TH	June 16	2:00pm	City Council Study Session	Commercial Fishermen's Homeport Design & Permitting 9509 Randall St Sewer & Canterwood-Baker Way Development Sewer Utility Extension Agreements 2022 Active CIP Schedule Update
TH	June 16	5:00pm	Planning Commission	Short Term Rentals Study Session
TU	June 21	1:30 pm	Hearing Examiner	Stanton NOV Appeal
TH	June 23	5:00pm	Design Review Board	
M	June 27	5:30pm	City Council	Consent: • Agreement for Court Collections Services • Professional Services Contract for On-Call Arborist Services • Resolution 1251 Adopting 9509 Randall St Sewer Utility Extension Agreement • Resolution 1252 Adopting Canterwood-Baker Way Development Sewer Utility Extension Agreement • Public Works Contract for Annual Pavement Maintenance and Repair Program • Professional Services Contract Amendment #2 for Burnham Drive Half-Width Roadway Improvements Ph. 1 Design and Permitting Presentation: • South Sound Housing Affordability Partners Presentation - SSHA³P Manager Jason Gauthier • Annual Crime Report Old Business: • Second Reading and Adoption of Ordinance 1488 Amending Fireworks Code • Second Reading and Adoption of Ordinance 1489 Amending GHMC 8.28 Moorage Code New Business: • First Reading of Ordinance 1490 Water System Plan Revision • First Reading of Ordinance 1491 Transitional Housing, Permanent Supportive Housing, Emergency Shelters, and Emergency Housing • Pleasurecraft Marina Easements

UPCOMING GIG HARBOR CITY MEETINGS

ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

Meetings may be held virtually due to safety precautions. Please see the agenda for each meeting for specific details on how to attend.

TH	June 30	2:00pm	City Council Study Session	Trolley Update Code Enforcement Discussion Holiday Display Policy Senior Center Location
W	July 6	5:30pm	Parks Commission	Work Plan
TH	July 7	5:00pm	Planning Commission	Public Hearing on Short Term Rentals
M	July 11	5:30pm	City Council	Consent: - Professional Services Contract for HVAC Assessment - Professional Services Contract with AIA Integration for LS12A Old Business: - Second Reading and Adoption of Ordinance XXXX Transitional Housing, Permanent Supportive Housing, Emergency Shelters, and Emergency Housing - Second Reading and Adoption of Ordinance XXXX Water System Plan Revision New Business: - First Reading of Ordinance XXXX Stormwater Source Control Program for Existing Development - Public Works Operations Center Building Construction - Public Works Contract Award
W	July 13	10:00am	Arts Commission	
TH	July 14	2:00pm	City Council Study Session	Short Term Rentals 2022 Active CIP Schedule Update
TH	July 14	3:00pm	Civil Service Commission	
TH	July 14	5:00pm	Design Review Board	
TH	July 21	5:00pm	Planning Commission	
M	July 25	5:30pm	City Council	Old Business: - Second Reading and Adoption of Ordinance XXXX Stormwater Source Control Program for Existing Development New Business: - First Reading of Ordinance XXXX Amending Title 17 for Short Term Rentals Staff Report: Quarterly Budget Update
TH	July 28	2:00pm	City Council Study Session	Housekeeping Ordinances
TH	July 28	5:00pm	Design Review Board	
M	Aug. 8	5:30pm	City Council	Old Business: Second Reading and Adoption of Ordinance XXXX Amending Title 17 for Short Term Rentals

UPCOMING GIG HARBOR CITY MEETINGS

ALL AGENDA ITEMS TENTATIVE – SUBJECT TO CHANGE

Meetings may be held virtually due to safety precautions. Please see the agenda for each meeting for specific details on how to attend.

TH	Aug. 11	2:00pm	City Council Study Session	2022 Active CIP Schedule Update
M	Aug. 22	5:30pm	City Council	CANCELLED
M	Sept. 12	5:30pm	City Council	
TH	Sept. 15	2:00pm	City Council Study Session	Stormwater Management Action Plan
M	Sept. 26	5:30pm	City Council	
TH	Sept. 29	2:00pm	City Council Study Session	Stormwater Management and Site Development Manual Update

City of Gig Harbor Two-Year Strategic Plan 2022-2023

Vision Statement: *The City of Gig Harbor leads the way in livability, environmental stewardship, economic vitality, and municipal services.*

Priorities	Goals	Actions – Routine/Annual	Actions - Project
Foster a healthy City organization	- Be an exceptional employer - Retain existing workforce - Attract qualified applicants - Ensure safe work environment - Encourage staff training - Encourage and obtain employee feedback	- Fill all vacancies in a timely manner - Maintain effective procedures to respond to ADA, FMLA, etc. issues and situations - Maintain collaborative relationships with union representatives - Re-qualify for AWC Well City designation	- Develop a staff retention and attraction program* - Review and update the City's DEI program* - Develop an employee recognition and appreciation program - Update Personnel Policies Manual - Update Safety Manual and Accident Prevention Program - Conduct employee satisfaction survey - Revise employee evaluation process - Develop management training for all new supervisors*
Ensure sustainable future for public services and facilities	- Provide more efficient and effective municipal services - Improve public outreach on capital projects - Increase communications between the City and residents - Better understand community needs and service expectations - Make city meetings more accessible to residents online - Source funding and implement plans for City Parks & Rec, streets/transportation options, utilities - Ensure adequate infrastructure to support community needs	- Update utility rates as needed - Support free vessel pump-out service - Continue implementing permit and land use approval process improvements - Continue and when possible, increase resources dedicated to capital improvement projects - Review/amend TIP to improve motorized and non-motorized transportation	- Develop an online citizen comment/reporting form - Conduct a citizen satisfaction survey* - Create a City-wide Communications Plan* - Update Public Works Standards - Conduct HOA fair - Implement hybrid Court system/electronic case management - Implement hybrid city meetings platform - Develop neighborhood traffic calming policy
Maintain small town character and historic preservation while growing responsibly	- Promote responsible growth in keeping with small town character - Address infrastructure issues to relieve traffic issues - Ensure adequate affordable housing - Focus on character retention and historic preservation - Foster safe, livable and attractive community - Decrease distance to get to a park or open space - Enhance walkability and pedestrian/cyclist safety	- Annually docket specific priorities in the Comprehensive Plan - Provide funding support for Harbor History Museum - Monitor State legislative activity - Provide funding support for Senior Center programming - Maintain/expand support for the Arts Commission and the arts in the city - Implement and support Sister City program* - Continue to fund Creative Endeavor Grants - Implement pedestrian and bicycle projects consistent with adopted Transportation Element	- Revise Municipal Code for short term rentals - Prepare 2024 Comprehensive Plan Periodic Update - Provide funding for Harbor History Museum Maritime Gallery project - Provide funding for Senior Center permanent home - Complete annexation study - Review Design Manual - Develop Housing Needs and Action Plan - Create Historic Preservation Committee - Review parking requirements for businesses and off-street parking - Support funding for youth and teen activities*
Promote environmental sustainability and preserve Gig Harbor's natural beauty	- Address climate change - Preserve tree canopy - Preserve and enhance natural character - Add undeveloped land to parks inventory	- Support free vessel pump-out service - Annually review Climate & Sustainability Action Plan (once developed)*	- Adopt Climate & Sustainability Action Plan* - Incorporate climate change into the City's Comprehensive Plan - Form Climate Action Committee* - Adopt Urban Forest Management Plan and update tree retention policies* - Develop recycling program in City parks - Install Civic Center electric vehicle charging station - Pursue opportunities to buy conservation parcels* - Annex parcels in City's park system - Update Stormwater Management and Site Development Manual - Assess gaps in public charging stations in the ROW for electric vehicles
Promote and enhance a dynamic and robust economy	- Develop a plan to increase promotion of our local business community - Increase vitality of the city's small businesses - Attract larger business to industrial zone - Maintain and enhance commercial fishing	- Support Downtown Waterfront Alliance and Chamber of Commerce - Promote tourism-related activities through lodging tax grants - Promote downtown businesses and events to bring in visitors - Continue collaboration with Pierce Transit for downtown trolley service - Produce annual Visitor's Guide - Annually evaluate effectiveness of tourism promotion and lodging tax - Continue supporting visitor-oriented media relations	- Design and construct Fishermen's Home Port - Create a Business Retention and Attraction Plan* - Evaluate and amend (if necessary) development regulations and fees - Develop and implement a small business fair*