

**City of Oak Harbor
City Council Agenda Bill**

Bill No. 11.b
Date: July 7, 2015
Subject: Wastewater Treatment Plant -
Notice to Proceed with
Schedule 74 Design with PSE

FROM: Cathy Rosen, Public Works Director

FROM: Joe Stowell, City Engineer

INITIALED AS APPROVED FOR SUBMITTAL TO THE COUNCIL BY:

- Scott Dudley, Mayor
- Larry Cort, City Administrator
- Doug Merriman, Finance Director
- Nikki Esparza, City Attorney, as to form

RECOMMENDED ACTION

Authorize the Mayor to issue a notice to proceed with Schedule 74 design with Puget Sound Electric (PSE) in the not to exceed amount of \$6,900 to underground power lines along City Beach St.

BACKGROUND / SUMMARY INFORMATION

The City of Oak Harbor is actively pursuing the replacement of two aging wastewater treatment plants with a new, state of the art, membrane bioreactor treatment plant. The project involves undergrounding the power lines along City Beach St for construction safety and to improve the appearance of the plant frontage.

In order to underground these power lines, the city enters into contracts with PSE to design and construct the improvements. This conversion, regulated by state law, is called a Schedule 74 conversion. The first stage of the process involves PSE designing the improvements and providing a construction cost for city approval. PSE will proceed with the design upon receipt of a notice to proceed (a letter or email) from the city. The design services are a not to exceed \$6,900 (note some design costs will be reimbursed upon construction).

Upon completion of the design, PSE will provide the city with a construction contract for the improvements for approval. The construction contract with PSE will be presented to council at that time.

FISCAL IMPACT

Funds Required: \$6,900

Appropriation Source: Wastewater Fund

PREVIOUS COUNCIL / BOARD / CITIZEN INPUT

This item has not been presented at previous City Council Meetings.

ATTACHMENTS

1. [PSE Design Estimate](#)



June 29, 2015

Via Electronic Mail

Brett Arvidson, Project Engineer
City of Oak Harbor
865 Barrington Drive
Oak Harbor, WA 98277

**RE: City Beach St. Schedule 74 Underground Conversion – Project #101094661
Design Cost and Schedule Presentation**

Dear Brett:

Enclosed find our presentation of the estimated cost and proposed schedule to perform the Design Work for this project. Once you have reviewed these materials, please contact me to discuss their contents and any questions you may have. Please note that PSE will not begin this Design Work until we have received from the Town a written notice to proceed to do so.

Please review these materials and then contact:

Joshua Grenner, PSE Project Manager (425) 457-4547 (or) Joshua.grenner@pse.com

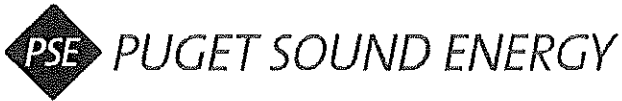
The sooner we agree on any adjustments to these materials and receive written notice to proceed from the Town, the sooner we can get started. I look forward to hearing from you.

Sincerely,

Josh Grenner
Project Manager

cc: Mike Schroyer, Project Engineer for PSE

Enclosures



OAK HARBOR – City Beach St.
DESIGN COST ESTIMATE & PROPOSED SCHEDULE PRESENTATION
Prepared: June 29, 2015

Project Number: 101094661
Project Manager: Josh Grenner

INTRODUCTION

In response to the Conversion Project Scope of Work provided by Oak Harbor (the City) and consistent with Section 3 of the Schedule 74 Design Agreement, this document and attachments hereto have been prepared by Puget Sound Energy (the Company) to present 1) the Company's estimate of the cost to perform the Design Work for this Conversion Project (the Design Cost Estimate), and 2) the Company's proposed schedule to complete the Design Work (the Design Schedule). The City should review the information contained herein and then respond to the Company to finalize the Conversion Project Scope of Work, Design Cost Estimate and Design Schedule.

CONVERSION PROJECT SCOPE OF WORK

This Design Cost Estimate and Design Schedule have been prepared based on the Scope of Work provided by the City, attached hereto (excluding drawings) as Attachment 1.

Government-requested upgrades to be included in the design for this project include the following: None.

Company-initiated upgrades to be included in the design for this project include the following: None.

Installation of ducts and vaults will be performed by the City (unless otherwise agreed by the Company and the City prior to the completion of the Project Plan.

ASSUMPTIONS

The Design Cost Estimate and proposed Design Schedule reflect the following assumptions, in addition to the attached Scope of Work.

1. The Company will receive written notice to proceed with the Design Work from the City within thirty (30) days of the date of this presentation.
2. All facilities for the Underground Distribution System will be located within City public rights-of-way (Public Thoroughfare) or other operating rights provided by the City as determined suitable by the Company.

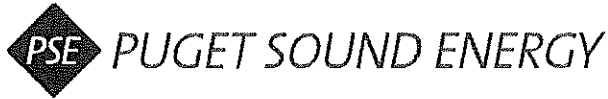
DESIGN SCHEDULE

Upon receipt by the Company of the City's written notice to proceed (NTP) with the Design Work, the Company proposes to perform the Design Work in accordance with the following schedule:

- Completion of preliminary design and presentation of sufficient space analysis (within Public Thoroughfare) – within thirty (30) business days following NTP.
- Completion of design engineering and presentation of a draft Project Plan (including design drawings and specifications, project responsibilities, estimated project construction costs and proposed construction schedule) – within sixty (60) business days following City acceptance of the preliminary design.

DESIGN COST ESTIMATE

The Design Cost Estimate attached hereto as Attachment 2 reflects the Company's good faith estimate of the cost to perform the Design Work for this Conversion Project in accordance with the proposed Design Schedule above. The estimated Design Cost is \$6,900.



CITY OF OAK HARBOR – City Beach St. S74 -- 101094661
UNDERGROUND CONVERSION -- SCOPE OF WORK
June 29, 2015

CITY CONTACT: Brett Arvidson, Project Engineer, 865 Barrington Dr., Oak Harbor, WA 98277, 360-914-7987, barvidson@oakharbor.org

CONVERSION PROJECT DESCRIPTION

The City of Oak Harbor (the City) requests that Puget Sound Energy (PSE) convert its existing overhead electric distribution system of 15,000 volts or less to a comparable Underground Distribution System within the following Conversion Area: Along City Beach St., south of Pioneer Way. A distance of approximately 900' lineal feet.

Government Requested Upgrades: The following Government-Requested Upgrades are included in this Scope of Work: None

Additional Considerations. The following additional considerations should be accommodated in this Conversion Project: None.

INSTALLATION OF DUCTS AND VAULTS FOR THE CONVERSION PROJECT

The City desires to install the ducts and vaults for this Conversion Project.



Date: 6/29/2015

Project Title: OAK HARBOR - City Beach St. S74 Underground Conversion

Project Description: Convert the existing OH distribution system to UG along City Beach St., South from Pioneer Way

Rate Schedule: 74

Project Manager / Phone #: Josh Grenner 425-457-4547

Project Engineer / Phone #: Mike Schroyer 360-941-2007

Municipal Liaison Mgr / Phone #: Raelynn Asah 360-766-5509

Project #: 101094661

Revision #:

Revision Date:

Design Costs Estimate Summary^{1,2}

	Shared Costs ³ Estimate	100% Government Entity Reimbursable Costs						Design Costs Totals Estimate
		Private Conversion Estimate	Gov Req Upgrade Estimate	Temporary Services Estimate	Prior Conv/Reloc Within 5 Years Estimate	Total 100% GE Reimbursable Costs Estimate	100% PSE Costs Estimate	
Design & Engineering	\$ 6,000	-	-	-	-	-	\$ 6,000	
Labor	\$ -	-	-	-	-	-	-	
Material	\$ -	-	-	-	-	-	-	
Equipment	\$ -	-	-	-	-	-	-	
Service Provider Outside Services	\$ -	-	-	-	-	-	-	
Overhead	\$ 900	-	-	-	-	-	\$ 900	
Design Costs Totals	\$ 6,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 6,900	

Notes:

¹ Estimate of Company design work costs prepared in accordance with Section 3 of Schedule 74 Design Agreement

² All amounts shown in this estimate are rounded up to the next \$100

³ Shared Costs are allocated 40% to the Government Entity and 60% to the Company if the Conversion Project is completed

Estimated Amount Due At Completion of Design Work	\$ 6,900
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