

**** Per Governor's emergency [Proclamation 20-28.9](#) issued September 2, 2020, agencies are required to meet completely remotely without providing for a physical location.**

**** Per Section 3 of Anacortes [Resolution 2082](#) Ratifying Proclamation of Emergency and Providing Temporary Procedures to Respond to the COVID-19 Epidemic, adopted by the Anacortes City Council on March 16, 2020, and [Resolution 3000](#), adopted September 21, 2020, extending the duration of Resolution 2082 through December 31, 2020, all in-person Committee meetings of the City Council are cancelled. Council and committee meetings may be held telephonically regardless of whether the City has the capability of video recording meetings.**

- Meetings may be viewed live or viewed after the fact on the [City of Anacortes website](#) or on [Channel 10](#).
- The public may watch, listen to, or participate in the meeting live by visiting <https://us02web.zoom.us/j/89255646791> or by telephoning 1-253-215-8782 and entering Meeting ID 892 5564 6791.
- The public is encouraged to comment via email to cityclerk@cityofanacortes.org, via written comment addressed to City Clerk, P.O. Box 547, Anacortes, WA 98221, or via [eComment](#). Public comments received prior to 3:00 p.m. the day of the meeting will become part of the record for the meeting, just as if presented in person.
- Complete guidelines for public participation in virtual Anacortes City Council meetings are available [here](#). View the quick video example for connecting to the meeting [here](#).



Anacortes City Council
Municipal Building Council Chambers
**** This meeting will be held electronically only ****

September 28, 2020
6:00 p.m.

PRELIMINARY AGENDA
[Packet Materials](#) / [Watch Meeting](#)

- 1. Call to Order**
- 2. Announcements and Committee Reports**
 - a. COVID-19 Update
 - b. Finance Committee
 - c. Library Committee
 - d. Fiber Committee
 - e. Planning Committee
- 3. Public Comment**
- 4. Consent Agenda (Action)**
 - a. Minutes of September 21, 2020
 - b. Approval of Claims in the amount of: \$270,597.90
 - c. Contract Award: Depot Plaza Restroom #20-069-PRK-003
- 5. Other Business**
 - a. Ordinance 3076: Extending Ordinance 3054, an Interim Ordinance Declaring an Emergency and Adopting a Moratorium on the Acceptance of Certain Land Use Applications in R4 Zone (Discussion)
 - b. * Resolution 3002: Authorizing Acceptance of a Restricted Donation to the City of Anacortes from the Skagit Community Foundation (Action)
- 6. Adjournment**

Per Resolution 2044, citizens wishing to comment on items not on the agenda may do so under the Public Comment portion of the agenda. Citizens wishing to comment on agenda items indicated with an asterisk (*) may do so as those items are considered by Council during the course of the meeting.

The City of Anacortes is committed to making public meetings available and accessible to all members of the community.
For assistance with special needs, please contact the City Clerk at 360-299-1960 in advance of the meeting.



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning October 5, 2020

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

October 5, 2020

- Mayor's Budget Message
- Closed Record Decision Hearing: CUP-2020-0001 - 1015 18th St. Parking Lot CUP (Action)

October 12, 2020

- Closed Record Decision Hearing: LPS-2020-0001 - The Crossings Cottages Preliminary Plat & Site Plan (Action)
- Public Hearing on Ordinance 3076: Extending Ordinance 3054, an Interim Ordinance Declaring an Emergency and Adopting a Moratorium on the Acceptance of Certain Land Use Applications in R4 Zone (Action)
- Public Hearing on Budgeted Revenue Sources, including 1% Property Tax Increase (Discussion)

October 19, 2020

- Access Anacortes Fiber Internet Update (Discussion)
- Review of 2021 Budget (Discussion)

October 26, 2020

- Public Hearing: 2021 Budget (Discussion)
- Review of 2021 Budget (Discussion)

November 2, 2020

November 9, 2020

November 16, 2020

November 23, 2020

- Resolution: Making a Declaration of Substantial Need for Setting the Property Tax Levy for 2021 (Action)
- Resolution ____: Setting the City's Year 2021 Property Tax Regular Levy Increase (Action)
- Ordinance ____: Adopting the 2021 Budget (Discussion/Possible Action)

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Sep 28, 2020, 5:00 PM, Teleconference
- Public Works, Monday, Oct 5, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Oct 6, 2020, 8:30 AM, Teleconference
- Public Safety, Tuesday, Oct 6, 2020, 10:00 AM, Teleconference
- Fiber, Thursday, Oct 8, 2020, 2:30 PM, Teleconference
- Housing Affordability & Community Services, Monday, Oct 12, 2020, 4:00 PM, Teleconference
- Planning, Monday, Oct 12, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Oct 14, 2020, 5:00 PM, Teleconference
- Public Works, Monday, Oct 19, 2020, 5:00 PM, Teleconference

Anacortes City Council Minutes – September 21, 2020

Mayor Laurie Gere called to order the Anacortes City Council meeting of September 21, 2020 at 6:00 p.m. Councilmembers Jeremy Carter, Anthony Young, Ryan Walters, Carolyn Moulton, Christine Cleland-McGrath, Bruce McDougall and Matt Miller all participated in the meeting in absentia via video conference.

Announcements and Committee Reports

Proclamation of Childhood Cancer Awareness Month: Mayor Gere read a statement proclaiming September 2020 to be Childhood Cancer Awareness Month in Anacortes.

COVID-19 Update: Mayor Gere shared current case statistics for Anacortes, Skagit County, Washington State, and the nation. The mayor compared Skagit County case counts to the metrics required to move to Phase 3 of the Safe Start Washington Plan, noting movement in a positive direction since prior weeks. The mayor also advised that Skagit County had asked communities forego any Halloween events.

Public Works Committee: Ms. Moulton reported from the committee meeting earlier in the evening. She summarized topics discussed including the Oak Harbor wet fiber contract which would be presented later on the agenda, the Whistle Lake dam assessment, the schedule for the wastewater treatment plant outfall project, roofing and repair projects at the Senior Activity Center, the Craley leak detection and security system, the status of the redundant raw water line project at the water treatment plant, the property recently purchased adjacent to the water treatment plant, and the status of the 2020 paving projects.

Mr. Young observed that the Oyster Run normally held the last Sunday of September had been cancelled but warned that groups of motorcyclists might arrive anyway. Mr. Young asked how the city would respond in light of the COVID-19 pandemic. Mayor Gere reported on steps being taken by local restaurants, the Anacortes Police Department, other regional law enforcement agencies, and by staff in charge of city signage to encourage social distancing and masks by any visitors to Anacortes. Ms. Cleland-McGrath suggested that the parklets recently installed on Commercial Avenue be closed on September 27.

Ms. Moulton thanked the city staff who had volunteered to install the fourteen new parklets along Commercial Avenue the prior Saturday and congratulated the Planning Department for coordinating that project.

Public Comment

Andrea Doll spoke on behalf of Skagit County League of Women Voters to remind the public that September 22, 2020 was National Voter Registration Day. Ms. Doll said the League encouraged everyone to get out and vote. She advised that questions about voter eligibility or registration could be answered by visiting votewa.gov.

No other members of the public wished to address the Council on any topic not on the agenda.

Consent Agenda

Mr. Walters removed Items 4c, Interlocal Agreement: 2020 Skagit County Multiple Agency Response Team (SMART) Agreement #20-198-APD-001, and 4d, Interlocal Agreement: 2020 Library Materials #20-199-LIB-001, from the Consent Agenda. Mr. Miller moved, seconded by Mr. Carter, to approve the following Consent Agenda items. The motion carried unanimously by voice vote.

- a. Minutes of September 14, 2020
- b. Approval of Claims in the amount of: \$247,144.33

The following vouchers/checks were approved for payment:
 EFT numbers: 98163 through 98199, total \$77,222.42
 Check numbers: 98200 through 98233, total \$51,500.80
 Wire transfer numbers: 273696 through 273923, total \$118,421.11

c. Interlocal Agreement: 2020 Skagit County Multiple Agency Response Team (SMART) Agreement #20-198-APD-001

Mr. Walters requested more information on the proposed agreement. Police Chief John Small provided background on the agreement and the appointment of the community member from Anacortes, Eric Johnson. In response to a question from Mr. Walters, Chief Small said he would report back to Council on how SMART Team meetings are publicized. Mr. Walters requested that additional transparency for SMART be built into future SMART agreements. Mr. Young moved, seconded by Mr. Walters, to approve the 2020 Skagit County Multiple Agency Response Team (SMART) Interlocal Agreement (20-198-APD-001) as presented. The motion carried unanimously by voice vote.

d. Interlocal Agreement: 2020 Library Materials #20-199-LIB-001

Mr. Walters said that the subject contract did not qualify for inclusion on the Consent Agenda. Mr. Walters moved, seconded by Mr. Miller, to approve the Interlocal Agreement for 2020 Library Materials (20-199-LIB-001) as presented. The motion carried unanimously by voice vote.

Mr. Walters suggested that staff propose an amendment to the current City Council procedures that would expand the list of routine items that could be presented on the Consent Agenda.

OTHER BUSINESS

Resolution 3000: Extending the Duration of Resolution 2082 Providing Temporary Procedures to Respond to the COVID-19 Epidemic

Finance Director Steve Hoglund presented Resolution 3000 which would extend the provisions of Resolution 2082 through the end of 2020. Mr. Hoglund reported that the Finance Committee had reviewed and supported the resolution.

Mr. Walters moved, seconded by Mr. McDougall, to approve Resolution 3000 as presented. Vote: Ayes – Young, Walters, Cleland-McGrath, Moulton, McDougall, Miller and Carter. Motion carried.

Access Anacortes Fiber Internet Update

Administrative Services Director Emily Schuh provided the regular monthly update on Access Anacortes Fiber Internet. Ms. Schuh's slides were added to the packet materials for the meeting. She reported on customers in service, pending orders and revenue received. She noted the take rate by district, which was exceeding the target rate in several zones. Ms. Schuh also reported on the status of construction by zone, countywide fiber interconnectivity, special projects, financial projections for 2021, and upcoming projects. Mr. Walters asked that the City of Anacortes logo be included in fiber promotional materials. Mayor Gere and Ms. Schuh agreed.

Ordinance 3077: Updating AMC 13.44.020 for Access Anacortes Fiber Internet Reduced Fee Schedule for Low-Income Residents

City Attorney Darcy Swetnam presented Ordinance 3077 to make the current 20% price reduction for low income residents be available for fiber customers just as it is for customers of other city utilities.

Mr. Miller moved, seconded by Mr. Walters, to approve Ordinance 3077 as presented. Vote: Ayes – Walters, Cleland-McGrath, Moulton, McDougall, Miller, Carter and Young. Motion carried.

Resolution 3001: Updating the Unified Fee Schedule for Access Anacortes Fiber Internet Reduced Fee Schedule for Low-Income Residents

Mr. Hoglund presented Resolution 3001 to update the Unified Fee Schedule to include the reduced residential fiber service rate just authorized by Ordinance 3077.

Mr. Walters moved, seconded by Mr. Young, to approve Resolution 3001 with the correction of the spelling of “availability” and “low-income”. Vote: Ayes – Cleland-McGrath, Moulton, McDougall, Miller, Carter, Young and Walters. Motion carried.

Agreement for Installation of Conduit and Fiber with City of Oak Harbor

Ms. Swetnam presented the referenced agreement to allow Anacortes to install conduit and fiber in Oak Harbor's water line between Sharpes Corner and Pass Lake. She summarized the terms of the agreement. Ms. Swetnam said staff recommended approval of the agreement.

Mr. Walters moved, seconded by Mr. Miller, to approve the agreement as presented. Vote: Ayes – Moulton, McDougall, Miller, Carter, Young, Walters and Cleland-McGrath. Motion carried.

There being no further business, at approximately 7:18 p.m. the Anacortes City Council meeting of September 21, 2020 was adjourned.

The following claims against the City of Anacortes have been preaudited and certified by the Clerk-Treasurer as ready for City Council approval at the September 28, 2020 City Council meeting:
[Download this file in OpenDocument spreadsheet format.](#)

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
274179	7/31/2020	9419	DALTON, OLMSTED & FUGLEVAND	WWTP OUTFALL PRE-DESIGN - JULY 2020	\$ 7,465.00	pw1
274186	8/11/2020	5449251	SOFTCHOICE CORPORATION	OFFICE 365 EXCHANGE ON-CALL CONSULTANT	\$ 572.50	infosys
273910	8/24/2020	728	POHLI, INC	2020 WTP LAB EQUIPMENT PREVENTATIVE MAINTENANCE - AUG 2020	\$ 2,903.35	dwtpt
274188	8/24/2020	18093	TRANSPORTATION SOLUTIONS INC	32ND AND M INTERSECTION - DESIGN - 5/16/20-8/15/20	\$ 3,006.26	pw1
274166	8/28/2020	FB-1362	CITY OF MOUNT VERNON	FIBER INTERCONNECTION AGREEMENT	\$ 4,109.56	fiber
274177	8/28/2020	2325	NORTHWEST CORROSION	SKAGIT RIVER RAW WATER PIPELINE AND CLEARWELL PROJECT - COATING INSPECTIONS	\$ 902.70	pw1
273966	8/28/2020	9861695755	VERIZON WIRELESS	City Cell Phones 7/28-8/28	\$ 9,929.22	finance
273947	8/31/2020	395	BOYS & GIRLS CLUBS	AUGUST - LUNCH PROGRAM SERVICE PROVISION	\$ 40.00	finance
273924	8/31/2020	33015	PACIFIC SECURITY	SECURITY DETAIL MUNICIPAL COURT	\$ 560.00	court
274162	8/31/2020	400002776773	PUGET SOUND ENERGY INC	ENGINEERING FEE	\$ 267.06	fiber
274183	8/31/2020	1551	SKAGIT CONSERVATION DISTRICT	NPDES II OUTREACH & EDUCATION - AUGUST 2020	\$ 1,259.47	pw1
274191	8/31/2020	045	WIDENER & ASSOCIATES	WWTP OUTFALL PERMITTING SERVICES - AUGUST 2020	\$ 10,197.60	pw1
274192	8/31/2020	043	WIDENER & ASSOCIATES	FEMA FUNDING FOR STORMWATER REPAIRS - AUGUST 2020	\$ 5,308.80	pw1
274193	8/31/2020	044	WIDENER & ASSOCIATES	GUEMES CHANNEL TRAIL FLOOD WALL PERMITTING - AUGUST 2020	\$ 1,848.00	pw1
274194	8/31/2020	052	WIDENER & ASSOCIATES	SK RIVER 42" WATER LINE - DESIGN ASSISTANCE & PERMITTING - AUGUST 2020	\$ 1,320.00	pw1
274073	9/1/2020	190-1830-00	CITY OF ANACORTES	WWTP 8/1-8/31/20	\$ 6,367.31	dwwtp
273968	9/1/2020	1T000606-004-AA	DEPARTMENT OF ECOLOGY	WATER TREATMENT PLANT CLEANUP DOE INVOICE	\$ 13,505.70	dwtpt
273443	9/1/2020	5060354714	RICOH USA, INC	S/N C86150637 CARNEGIE 6/1-8/31/20	\$ 49.83	museum
273852	9/2/2020	331 0535896	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 77.44	dwtpt
274149	9/3/2020	1001067251	GALLS, LLC.	BELT, LIEUTENANT BUGLES	\$ 89.16	medic
273915	9/3/2020	5979-5	SEMRAU ENGINEERING & SURVEYING	DEPOT PLAZA RESTROOM - ENGINEERING	\$ 9,366.00	parks1
273687	9/9/2020	September	SKAGIT LAW GROUP PLLC	PROSECUTING ATTORNEY SERVICES SEPT.2020	\$ 6,305.00	legal
273853	9/9/2020	331 0536982	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 77.44	dwtpt

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
273848	9/9/2020	353542	USA BLUE BOOK	TITRAVER, BOTTLES, BUFFER, CL17 REAGENT, GLOVES	\$ 4,026.38	dwtpt
274181	9/10/2020	9317713495	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC SPLICE CLOSURES	\$ 2,021.47	fiber
273850	9/10/2020	354799	USA BLUE BOOK	BUFFER, GRADUATED GLASS	\$ 137.15	dwtpt
273851	9/10/2020	112631	WALTON BEVERAGE COMPANY, INC	WTP BREAKROOM SUPPLIES	\$ 87.50	dwtpt
273944	9/10/2020	2195691	WASHINGTON TRACTOR, INC	PARTS #90009	\$ 34.34	dshop
273967	9/11/2020	300000000343	PUGET SOUND ENERGY INC	PARKS/CEM/WASH. PARK/FAC/DEPOT 8/5-9/3	\$ 2,639.42	parks1
274007	9/11/2020	300000305007	PUGET SOUND ENERGY INC	STREET LIGHTS & WATER METER VAULTS 08/1-08/31/2020	\$ 371.50	dshop
274078	9/11/2020	200024889996	PUGET SOUND ENERGY INC	WTP INTAKE ELECTRICITY 8/11-9/10/20	\$ 343.66	dwtpt
274147	9/11/2020	300000290035	PUGET SOUND ENERGY INC	MUSEUM - ALL LOCATIONS 8/6-8/31/20	\$ 109.56	museum
274159	9/11/2020	300000290019	PUGET SOUND ENERGY INC	ALL STATIONS: 8/5 - 9/3	\$ 838.29	medic
274174	9/11/2020	104125022	RICOH USA, INC	S/N C32029555 CITY HALL COPIER 3RD 9/1-9/30/20	\$ 378.35	finance
274195	9/14/2020	9317760963	GRAYBAR ELECTRIC COMPANY, INC	CABLE CLAMPS	\$ 1,818.58	fiber
274196	9/14/2020	9317766968	GRAYBAR ELECTRIC COMPANY, INC	FIBER OPTIC SPLICE CLOSURE BRACKETS	\$ 247.79	fiber
274093	9/14/2020	1812834	MILES SAND & GRAVEL CO.	CRUSHED ROCK/WASHED ROCK- 41ST GROUND WATER PROJECT	\$ 388.96	dshop
274079	9/14/2020	300000290027	PUGET SOUND ENERGY INC	WTP RESERVOIR & PUMP STATION 8/6-9/3/20	\$ 3,902.36	dwtpt
274180	9/14/2020	P0002-34	QCC QUALITY CONTROLS CORP.	ON CALL PROFESSIONAL SERVICES AT WTP - JULY/AUG 2020	\$ 1,547.50	dwtpt
273963	9/14/2020	0258388-IN	REISNER DISTRIBUTOR INC	DIESEL EXHAUST FLUID- SHOP STOCK	\$ 240.67	dshop
274014	9/14/2020	0258393-IN	REISNER DISTRIBUTOR INC	MAINTENANCE SUPPLIES	\$ 1,685.52	dwtpt
273946	9/14/2020	026P13574	WESTERN TRUCK CENTER	CYL STR (LH) 2 X 17 VEH #511	\$ 695.68	dshop
274178	9/15/2020	00-2019-240 - 11	ALTA PLANNING AND DESIGN, INC	COMMERCIAL AVE CORRIDOR PLAN PHASE 1 - 11TH ST TO 13TH ST DESIGN	\$ 7,395.36	pw1
274158	9/15/2020	978 800 0000 1	CASCADE NATURAL GAS CORP.	STA 3: 8/12 - 9/14	\$ 27.49	medic
274161	9/15/2020	0000957	CITY OF BURLINGTON	DARK FIBER LEASE	\$ 275.00	fiber
274185	9/15/2020	9317782218	GRAYBAR ELECTRIC COMPANY, INC	VAULTS	\$ 9,819.16	fiber
274087	9/15/2020	2769	SKAGIT 911	LAW RADIO MAINTENANCE AND USER FEE; 4TH INSTALL FISCAL 2020	\$ 50,231.00	apd
274151	9/15/2020	2768	SKAGIT 911	4TH QTR 2020 - RADIO MAINTENANCE	\$ 4,972.00	medic
274146	9/15/2020	331 0537882	UNIFIRST CORPORATION	WATER CREW LAUNDRY	\$ 45.49	wdist
274160	9/15/2020	331 0537912	UNIFIRST CORPORATION	UNIFORM RENTAL	\$ 21.53	fiber
273943	9/15/2020	2198387	WASHINGTON TRACTOR, INC	TANK HOUSING	\$ 129.89	dshop
274018	9/16/2020	ALSB-COA-2020-1	ANACORTES LIBRARY COMMUNITY	LIBRARY SOLAR ENERGY PAYMENT	\$ 1,818.00	finance
274017	9/16/2020	APSB-COA-2020-1	APSB COMMUNITY SOLAR, LLC, C/O GLACIER ENERGY	APD SOLAR ENERGY PAYMENT 2020	\$ 1,494.90	finance
273961	9/16/2020	0919025	FERGUSON ENTERPRISES, INC	HYDRANT	\$ 2,134.56	wdist
274076	9/16/2020	0918585	FERGUSON ENTERPRISES, INC	DIAPHRAM PUMP TANK	\$ 852.08	dwtpt

Invoice Doc #	Transaction Date	Invoice #	Vendor Full Name	Description	Total Amount	Approval Queue
274172	9/16/2020	2329	NORTHWEST CORROSION	2020 WATER RESERVOIR CATHODIC PROTECTION SYSTEM CHECKOUTS	\$ 1,200.00	dwtp
273942	9/16/2020	RefundSelsor	SELSOR, DEANNA	WA PARK PICNIC SHELTER REFUND SELSOR	\$ 134.00	parks1
274075	9/16/2020	331 0538051	UNIFIRST CORPORATION	WTP LAUNDRY SERVICE	\$ 148.62	dwtp
274074	9/17/2020	8498 30 017 0543538	COMCAST	DEPOT INTERNET 611 R AVENUE - 9/22-10/21/20	\$ 186.16	parks1
274163	9/17/2020	9317826477	GRAYBAR ELECTRIC COMPANY, INC	EQUIPMENT MAINTENANCE SERVICES	\$ 1,933.08	fiber
274013	9/17/2020	U2016045909	HB JAEGER	BLACK IPS SIDR 300'	\$ 664.02	wdist
274010	9/17/2020	001-477686	PISTON SERVICE OF ANACORTES	FITTINGS #6974	\$ 17.81	dshop
274012	9/17/2020	001-477641	PISTON SERVICE OF ANACORTES	FILTER FOR STOCK	\$ 12.08	dshop
274187	9/17/2020	26664A	US CRANE & HOIST, INC.	2020 WTP OVERHEAD CRANES INSPECTION	\$ 3,211.87	dwtp
273964	9/17/2020	112652	WALTON BEVERAGE COMPANY, INC	OPS FBREAKROOM SUPPLIES	\$ 141.00	dshop
274148	9/17/2020	112650	WALTON BEVERAGE COMPANY, INC	AFD BREAKROOM SUPPLIES	\$ 87.50	medic
274015	9/17/2020	Sept 17 2020	WATERMARK BOOK COMPANY	CDBG-CV BOWEN WATERMARK B-20-MW-53-0018	\$ 3,835.00	plan
274016	9/18/2020	CDBG AFC Payment 2	ANACORTES FAMILY CENTER	CDBG EMERGENCY INCOME PAYMENTS AFC	\$ 9,480.00	plan
274084	9/18/2020	0910901	FERGUSON ENTERPRISES, INC	OMNI REGISTERS	\$ 375.20	wdist
274019	9/18/2020	2764697	FOSTER GARVEY PC	KOFFEL PROPERTY CONDEMN. MATTER #104	\$ 202.50	legal
274011	9/18/2020	001-477796	PISTON SERVICE OF ANACORTES	ANTIFREEZE- #9-910	\$ 38.69	dshop
274189	9/18/2020	1703046	STANTEC CONSULTING SERVICES	PASS LAKE 10" WATERLINE DESIGN - THROUGH 8/28/20	\$ 56,444.00	pw1
274086	9/19/2020	00005W5A83380	UNITED PARCEL SERVICE, INC	UPS SHIPPING CHARGES; WEEK ENDING 9-19-20	\$ 15.85	apd
274190	9/20/2020	3970	NW CLEANERS	JANITORIAL SERVICES - SEPTEMBER 2020	\$ 4,001.00	pw1
274085	9/21/2020	5167	ANACORTES TOWING, LLC	TOWING; APD CASE 20-A06240	\$ 163.20	apd
274150	9/21/2020	201134534	CRIMINAL JUSTICE TRAINING	TRAINING; HANDGUN OPTICS INSTRUCTOR; CORP BUFFUM	\$ 400.00	apd
274090	9/21/2020	cpls	DEPARTMENT OF LICENSING	CPLS TO D.O.L.; AUGUST 2020	\$ 558.00	apd
274175	9/21/2020	364800	USA BLUE BOOK	WTP LAB GLOVES X 10	\$ 235.55	dwtp
274176	9/21/2020	364801	USA BLUE BOOK	LAB GLOVES	\$ 24.79	dwtp
274153	9/22/2020	5168	ANACORTES TOWING, LLC	TOWING; APD CASE 20-A06261	\$ 163.20	apd
274214	9/23/2020	09/23/2020	CLEMONS, KIMBERLY	REIMBURSEMENT - INTERVIEW	\$ 666.24	finance

Total **\$270,597.90**



City Council Contract Agenda Bill

Meeting Date: 9/28/2020 **Agenda Item:** 4c

Subject: Contract Award – Depot Plaza Restroom Project #20-069-PRK-003

Staff Contact: Jonn Lunsford

Approved for Submittal to Council by:
Darcy Swetnam, City Attorney

Action Type: Contract Award

Summary Statement: City staff seeks City Council consent to award a contract in the amount of \$60,842.05 to PNW Civil Inc. to perform the Depot Plaza Restroom Project. The project provides for site preparation for installation of a prefabricated comfort station, including grading, utility systems, portland cement concrete sidewalks and flatwork, installation of appurtenances, vegetation, and other work.

Background:

1. **History:** The Depot Arts and Community Center is located at 611 R Avenue in Anacortes. It was originally the Great Northern Train Depot built in 1911. The facility is managed by the Parks and Recreation Department and is available for rent to groups and organizations. This venue attracts events such as the Anacortes Farmers Market, weddings, graduation parties, retirement parties, concerts, art shows, craft fairs, city functions, church picnics, classes, dog training, and many more. A Depot Master Plan identifies the plaza area as a need that includes an open stage and restroom facilities. The site lacks restroom facilities to accommodate these events and is necessary for further growth of events. The City has a current contract #[20-069-PRK-001](#) in place with Semrau Engineering & Surveying for the design of site plan and specifications for the project, and contract #[20-069-PRK-002](#) with CXT Incorporated for the purchase of the prefabricated restroom building. [Interlocal 288](#) with Skagit County was executed on 9/3/19 to receive \$300,000.00 in grant funds for the construction of this project.
1. **Key Terms:**
 - Contract is for a fixed price of \$60,842.05.
 - Work will be physically completed within 45 Working days after the work commence.
2. **Competitive Bidding:** On August 19, 2020 the City [solicited bids](#) for the subject project and on September 3, 2020 a bid opening was conducted and 2 bids were received. PNW Civil Inc. was determined to be the lowest responsible bidder. The Engineer's Estimate for this project was \$39,450.00. Bid results are provided as an attachment hereto.

Previous Council/Committee Action: Contract [20-069-PRK-002](#) was approved at the [4/27/20](#) Council meeting.

Competing Viewpoints Considered: N/A

Recommended Motion: I move that City Council authorize the Mayor to sign contract 20-069-PRK-003 with PNW Civil Inc. in the amount of \$60,842.05 to perform the Depot Plaza Restroom Project.

Alternative Actions: Not award the contract

Attachments: Bid Results, Contract 20-069-PRK-003, PNW Civil Inc.'s bid proposal

Contractor	PNW Civil Inc.
Contract Amount	\$60,842.05
Earmarked Funds	\$300,000.00
BARS #	108.410.594.76.60
Budget Amendment Required?	No
Start Date	Notice to Proceed
End Date	45 working days



CITY OF ANACORTES

WASHINGTON

PUBLIC WORKS CONSTRUCTION PROJECT BID TABULATION - BID DATE 9/3/20

DEPOT PLAZA RESTROOM #20-069-PRK-003			PNW Civil, Inc.		Larry Brown Construction, Inc.	
ITEM	DESCRIPTION	QTY	UNIT \$	TOTAL \$	UNIT \$	TOTAL \$
1	BATHROOM STRUCTURE COORDINATION 1-05SP	1 LS	\$ 14,500.00	\$ 14,500.00	\$ 16,500.00	\$ 16,500.00
2	MOBILIZATION 1-09.7	1 LS	\$ 5,500.00	\$ 5,500.00	\$ 5,445.00	\$ 5,445.00
3	TEMPORARY FENCE, PANEL/BASE 1-10.3(3)F	1 LS	\$ 1,500.00	\$ 1,500.00	\$ 1,680.00	\$ 1,680.00
4	CLEARING, AND GRUBBING 2-01SP	1 LS	\$ 800.00	\$ 800.00	\$ 715.00	\$ 715.00
5	DEMO WATER SERVICE 2-02.3(2)	1 LS	\$ 400.00	\$ 400.00	\$ 625.00	\$ 625.00
6	EXCAVATION & HAUL 2-03	8 CY	\$ 100.00	\$ 800.00	\$ 81.25	\$ 650.00
7	GRAVEL BORROW 4-02	29 Ton	\$ 70.00	\$ 2,030.00	\$ 56.90	\$ 1,650.10
8	CRUSHED SURFACING TOP COURSE 4-04	38 Ton	\$ 80.00	\$ 3,040.00	\$ 56.90	\$ 2,162.20
9	SERVICE CONNECTION 1" DIAM 7-15	1 EA	\$ 3,000.00	\$ 3,000.00	\$ 1,964.00	\$ 1,964.00
10	PVC Sanitary Sewer Pipe 6" & 4" Diam 7-18	105 LF	\$ 150.00	\$ 15,750.00	\$ 118.00	\$ 12,390.00
11	CLEAN-OUT 7-19	2 EA	\$ 300.00	\$ 600.00	\$ 655.00	\$ 1,310.00
12	INFILTRATION TRENCH 7-20SP	65 LF	\$ 14.00	\$ 910.00	\$ 30.00	\$ 1,950.00
13	SEEDING AND FERTILIZING BY HAND 8-01	59 SY	\$ 5.00	\$ 295.00	\$ 7.80	\$ 460.20
14	EROSION POLLUTION CONTROL 8-01SP	1 LS	\$ 400.00	\$ 400.00	\$ 455.00	\$ 455.00
15	HIGH VISABILITY FENCING 8-01.3(9)A3	52 LF	\$ 3.00	\$ 156.00	\$ 7.40	\$ 384.80
16	TOPSOIL TYPE A, 8" depth 8-02.5	14 CY	\$ 60.00	\$ 840.00	\$ 75.40	\$ 1,055.60
17	CEMENT CONCRETE SIDEWALK 8-14	90 SY	\$ 60.00	\$ 5,400.00	\$ 90.90	\$ 8,181.00
			Subtotal:	\$ 55,921.00	Subtotal:	\$ 57,577.90
			8.8% sales tax:	\$ 4,921.05	8.8% sales tax:	\$ 5,066.86
			TOTAL BID:	\$ 60,842.05	TOTAL BID:	\$ 62,644.76



CONTRACT 20-069-PRK-003

This Contract is between the City of Anacortes, Washington, a Municipal Corporation (herein after referred to as "City") and PNW Civil Inc., a private contractor at PO Box 30498, Bellingham, WA 98228 (herein after referred to as "Contractor").

WITNESSETH:

That in consideration of the terms and conditions contained herein and attached and made a part of this agreement, the OWNER and CONTRACTOR hereto covenant and agree as follows:

I. WORK.

The Contractor shall do all work and furnish all tools, materials, equipment, and transportation required for the construction of **Depot Plaza Restroom, Project Number 20-069-PRK-003** in accordance with and as described in the City of Anacortes document entitled "**Plans, Specifications, and Contract Documents – Depot Plaza Restroom**" which is hereby incorporated by reference and made a part hereof, and shall perform any changes to the work in accord with the Contract Documents.

II. ENGINEER.

Unless otherwise specifically stated, the word "Engineer" shall be understood to mean the OWNER'S Project Manager or the OWNER'S authorized representative who will perform the Contract Administration and field inspection responsibilities.

III. CONTRACT TIMES AND LIQUIDATED DAMAGES.

A. Contract Times:

1. Unless modified by the proposal, work shall start within **Ten (10) Working** days from the date of the Notice to Proceed. Physical Completion as defined in section 1-08.5 of the Special Provisions shall be achieved within **Forty-Five (45) Working** days after the work commences. The Contract Time shall commence upon issuance of the Notice to Proceed.

B. Liquidated Damages:

1. If said work is not completed within the time specified for Physical Completion, the Contractor agrees to pay the Owner the sum specified in Section 1-08.9 of the Standard Specifications for each and every working day said work remains incomplete after expiration of the specified time, as liquidated damages.

IV. CONTRACT PRICE.

The OWNER, hereby promises and agrees with the Contractor to retain and does retain the Contractor to provide the materials and to do and cause to be done the above-described work and to complete and finish the same according to the plans and specifications contained in document entitled "**Plans, Specifications, and Contract Documents – Depot Plaza Restroom**", and the terms and conditions herein contained, and hereby the OWNER contracts to pay CONTRACTOR for completion of the Work and in accordance to the same and the attached bid schedule, which is included as an Exhibit to this Agreement based upon the Unit Prices shown. The total contract price is **Sixty Thousand Eight Hundred Forty-Two Dollars and Five Cents (\$60,842.05)**.

A. Interest:

1. Moneys not paid when due as provided in the General Conditions shall bear interest at the maximum rate allowed by law at the place of the Project.

V. CONTRACTOR REPRESENTATIONS.

In order to induce OWNER to enter in this Agreement, CONTRACTOR'S representations are as set forth as follows:

- A. CONTRACTOR has familiarized him/herself with the nature and extent of the Contract Document, scope of Work, site conditions, locality, general nature of work to be performed by OWNER or others at the site that relates to Work required by the Contract Documents and local conditions and federal, state, and local laws and Regulations that in any manner may affect cost, progress, performance, or furnishing of Work.
- B. CONTRACTOR has carefully studied and examined the supplement, referred to above, which pertain to the conditions (subsurface or physical) to or contiguous to the site which may affect cost, progress, performance, or furnishing of said Work as CONTRACTOR deems necessary for the performance and

furnishing of the Work at the Contract Price, within the Contract Times, and in accordance with other terms and conditions of the Contract Documents, including specifically the provisions of the 2012 WSDOT Specifications; and no additional or supplementary examinations, investigations, explorations, tests, reports, or similar information or data are or will be required by CONTRACTOR for such purposes.

- C. CONTRACTOR has reviewed and checked information and data shown or indicated in the Contract Documents with respect to existing Underground Facilities at or contiguous to the site and has included costs as defined by WSDOT Specifications.
- D. CONTRACTOR has correlated information known to CONTRACTOR and results of such observations, familiarizations, examination, investigations, explorations, tests, and studies with Contract Documents.
- E. CONTRACTOR has given OWNER written notice of conflicts, errors, ambiguities or discrepancies that it has discovered in the Contract Documents and the written resolution thereof by OWNER is acceptable to CONTRACTOR, and the Contract Documents are generally sufficient to indicate and convey understanding of terms and conditions for performing and furnishing Work.

VI. CONTRACT DOCUMENTS.

- A. Contract Documents that comprise the entire Agreement between OWNER and CONTRACTOR concerning Work are defined in the WSDOT Specifications.
- B. Exhibits to this Agreement include:
 - 1. Conformed Bid Form signed by CONTRACTOR.
 - 2. Executed Performance Bond
 - 3. Executed Payment Bond.
 - 4. Required documents submitted by the CONTRACTOR prior to the execution of Agreement as identified in the "Instruction to Bidders".

VII. MISCELLANEOUS

- A. No assignment by a party hereto of any rights under or interests in the Contract Documents will be binding on another party hereto without the written consent of the party sought to be bound, and specifically but without limitation moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment. No assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.
- B. OWNER and CONTRACTOR each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect of all covenants, agreements, and obligations contained in the Contract Documents.
- C. It is further provided that no liability shall attach to the City of Anacortes, Washington, by reason of entering into this contract, except as expressly provided herein.

The parties acknowledge that there has been an opportunity to negotiate the terms and conditions of this Agreement and agree to each bind itself, its partners, successors, assigns, and legal representatives to the other party hereto, in respect of all covenants, agreements, and obligations contained in the Contract Documents. Each of the persons signing below on behalf of any party hereby represents and warrants that s/he or it is signing with full and complete authority to bind the party on whose behalf of whom s/he or it is signing, to each and every term of this Agreement.

Owner:

City of Anacortes

Mayor

Date

Contractor:

PNW Civil Inc.

Title

Date

CITY OF ANACORTES

Received this 3 day

of Sept, 2020

at 2:05 AM / PM

Steve Hoglund
City Clerk

BIDDER:

PNW Civil Inc

PO Box 30498

Bellingham, WA 98228

BID:

Depot Plaza Restroom - #20-069-PRK-003

Date: 09-03-20; TIME: 2:30 pm

Steve Hoglund, City Clerk

City of Anacortes

PO Box 547

904 6th Street

Anacortes, WA 98221-0547

STATEMENT OF BIDDER'S QUALIFICATIONS

The City of Anacortes has a policy of awarding contracts to the lowest responsible bidder. For these purposes a Responsible Bidder is defined as follows:

RESPONSIBLE BIDDER:

A bidder who has proven by experience or furnished information that current financial resources, production or service facilities, service reputation and experience that they can insure to make satisfactory delivery of (bid) quality supplies, equipment, or contractual services, and that they have not violated or attempted to violate any provisions of this policy.

AWARD OF BID:

The City must award the bid to the "lowest responsible bidder," or reject all bids. It may not negotiate with any of the bidders. The following guidelines, in addition to price, may be taken into account by the City in determining the lowest responsible bidder:

Each Contractor bidding on work included in these Contract Documents shall prepare and submit the following data along with their bid.

- 1.) Name of Bidder: PNW Civil Inc
- 2.) Business Address: PO Box 30498 Bellingham, WA 98228
- 3.) Business Telephone: 425-954-9614
- 4.) How many years have you been engaged in the contracting business under the present firm name? 4 Years 0 Months
- 5.) Character of work performed by your company as it directly relates to this project:
Clearing, excavation, utilities, grading, sidewalk, landscaping

- Notice To Bidders: In accordance with the advertised Invitation To Bid, bidders are directed to www.anacorteswa.gov/Bids.aspx to ensure receipt of the entire solicitation.

11.) Federal IRS Identification No. 81-3919987

12.) List your other projects currently in progress along with other bids or contracts awarded but not yet started:

Granite Falls Police Station Site Work

City of Arlington 67th Avenue Rail / Trail Crossing

13.) Will contracts currently in progress, or hereafter obtained interfere with the timely performance of the City of Anacortes project? ☐ YES ☒ NO

14.) Name, address and phone number of bonding and insurance company, including local contact person and telephone number:

Merchants Bonding Company - PO Box 14498 Des Moines Iowa 50306-3498

Roxana Palacios - 206-508-6076

TO: CITY OF ANACORTES
CITY HALL
904 6TH ST
ANACORTES WA 98221

Attention: Eric Shjarback, P.E. – City Engineer

The undersigned, hereinafter called the bidder, declares that the only persons or parties interested in this proposal are those named herein; that this proposal is in all respects fair and without fraud; that it is made without collusion with any official of the City of Anacortes; and that the proposal is made without any connection or collusion with any person making another proposal of this contract.

The bidder declares that he/she has carefully examined the contract documents for the construction of the project; that he/she has personally inspected the site; that he/she has satisfied him or herself as to the quantities involved, including materials and equipment and conditions of work involved, including the fact that the description of the quantities of work and materials, as included herein, is brief and is intended only to indicate the general nature of the work and to identify the said quantities with the detailed requirements of the contract documents and that this proposal is made according to the provisions and under the terms of the contract documents, which documents are hereby made a part of this proposal.

The bidder declares that he/she has exercised his/her own judgment regarding the interpretation of subsurface information and has utilized all data, which he/she believes pertinent from the Engineer, Owner and other sources in arriving at his/her conclusions.

The bidder agrees that if this proposal is accepted, he/she will, within **Ten (10) Calendar** days after Notification of Award, execute the contract with the City of Anacortes in the form of contract included in the contract documents, and will, prior to the time of execution of the contract, deliver to the City of Anacortes the Performance and Payment Bond, all Certificates of Insurance and proof of a City of Anacortes Business License required therein and will, to the extent of his/her proposals, furnish all necessary labor, tools, materials, equipment, and services required to do the work in the manner, in the time, and according to the methods as specified in the contract documents and required by the Engineer or other designated project representative there under.

The bidder further agrees, if awarded the contract, to begin work within **Ten (10) Working** days after the date of the Notice To Proceed and to achieve Physical Completion within **Forty-Five (45) Working** days from the date work begins, in accordance with the Notice To Proceed.

In the event the bidder is awarded the contract and shall fail to complete the work within the time limit agreed upon as more particularly set forth in the contract documents, liquidated damages shall be paid to the owner per the Standard Specifications contained in the contract documents.

The bidder proposes to accept as full payment for the work proposed herein the amount computed under the provisions of the contract documents and based upon the unit price, it being expressly understood that the unit price is independent of the exact quantities involved. Bidder agrees that the unit prices shown represent a true measure of the labor and materials required to perform the work, including all allowances for overhead and profit for each type of work called for in these contract documents.

The undersigned bids for complete construction of the following described project:

Project Description:

The project provides for site preparation for installation of a prefabricated comfort station, including grading, utility systems, portland cement concrete sidewalks and flatwork, installation of appurtenances, vegetation, and other work, all in accordance with the attached Contract Plans, these Contract Provisions, and the Standard Specifications.

Project Location: A northerly portion of Depot Plaza, address 611 R Avenue, Anacortes.

CITY OF ANACORTES DEPOT PLAZA RESTROOM 20-069-PRK-003

NO.	PLAN QUANTITY	ITEM DESCRIPTION	UNIT PRICE (Figures)	TOTAL AMOUNT (Figures)
1	1 LS	BATHROOM STRUCTURE COORDINATION 1-05SP	At \$ <u>14,500.00</u> Per Lump Sum	\$ <u>14,500.00</u>
2	1 LS	MOBILIZATION 1-09.7	At \$ <u>5,500.00</u> Per Lump Sum	\$ <u>5,500.00</u>
3	1 LS	TEMPORARY FENCE, PANEL/BASE 1-10.3(3)F	At \$ <u>1,500.00</u> Per Lump Sum	\$ <u>1,500.00</u>
4	1 LS	CLEARING, AND GRUBBING 2-01SP	At \$ <u>800.00</u> Per Lump Sum	\$ <u>800.00</u>
5	1 LS	DEMO WATER SERVICE 2-02.3(2)	At \$ <u>400.00</u> Per Lump Sum	\$ <u>400.00</u>
6	8 CY	EXCAVATION & HAUL 2-03	At \$ <u>100.00</u> Per Cubic Yard	\$ <u>800.00</u>
7	29 Ton	GRAVEL BORROW 4-02	At \$ <u>70.00</u> Per Ton	\$ <u>2,030.00</u>
8	38 Ton	CRUSHED SURFACING TOP COURSE 4-04	At \$ <u>80.00</u> Per Ton	\$ <u>3,040.00</u>
9	1 EA	SERVICE CONNECTION 1" DIAM 7-15	At \$ <u>3,000.00</u> Per Each	\$ <u>3,000.00</u>
10	105 LF	PVC Sanitary Sewer Pipe 6" & 4" Diam 7-18	At \$ <u>150.00</u> Per Linear Foot	\$ <u>15,750.00</u>
11	2 EA	CLEAN-OUT 7-19	\$ <u>300.00</u> Per Each	\$ <u>600.00</u>
12	65 LF	INFILTRATION TRENCH 7-20SP	At \$ <u>14.00</u> Per Linear Foot	\$ <u>910.00</u>
13	59 SY	SEEDING AND FERTILIZING BY HAND 8-01	At \$ <u>5.00</u> Per Square Yard	\$ <u>295.00</u>
14	1 LS	EROSION POLLUTION CONTROL 8-01SP	At \$ <u>400.00</u> Per Lump Sum	\$ <u>400.00</u>
15	52 LF	HIGH VISABILITY FENCING 8-01.3(9)A3	At \$ <u>3.00</u>	\$ <u>156.00</u>
16	14 CY	TOPSOIL TYPE A, 8" depth 8-02.5	At \$ <u>60.00</u> Per Cubic Yard	\$ <u>840.00</u>
17	90 SY	CEMENT CONCRETE SIDEWALK 8-14	At \$ <u>60.00</u> Per Square Yard	\$ <u>5,400.00</u>

Rule 170 applies to all bid items in this project. See Special Provision 1-07.2(2) for clarification.	Sub-Total Base Bid:	\$ <u>55,921.00</u>
	Sales Tax (8.8%)	\$ <u>4,921.05</u>
	Total Base Bid	\$ <u>60,842.05</u>

Note:

If the bid value adjustment is used to increase or decrease the SUB-TOTAL BASE BID, the Contractor who is awarded the project is required to submit a new complete proposal form with the adjustment to unit prices made together with the price extension. Said submittal will be made within two working days of the bid opening.

ACKNOWLEDGEMENT OF RECEIPT OF ADDENDA

Addendum N/A, Initial SA

Addendum _____, Initial _____

Addendum _____, Initial _____

Addendum _____, Initial _____

NOTE: Failure to acknowledge any issued Addenda may render proposal non-responsive and therefore void. It is the sole responsibility of the Bidder to learn of Addendum, if any. Such information may be obtained from the City of Anacortes' website at www.anacorteswa.gov/Bids.aspx.

BID DEPOSIT

A proposal deposit in an amount of five percent (5%) of the total bid is attached here in the form indicated below:

☒ Bid Bond

☐ Cashier's Check

☐ Certified Check

☐ Cash

NON-COLLUSION DECLARATION

I, by signing the proposal, hereby declare, under penalty of perjury under the laws of the United States, that the following statements are true and correct:

1. That the undersigned person(s), firm, association or corporation has (have) not, either directly or indirectly, entered into any agreement, participated in any collusion, or otherwise taken any action in restraint of free competitive bidding in connection with the project for which this proposal is submitted.
2. That by signing the signature page of this proposal, I am deemed to have signed and to have agreed to the provisions of this declaration.

NOTICE TO ALL BIDDERS

To report bid rigging activities call: **1-800-424-9071**

The U.S. Department of Transportation (USDOT) operates the above toll-free "hotline" Monday through Friday, 8:00 a.m. to 5:00 p.m., Eastern time. Anyone with knowledge of possible bid rigging, Bidder collusion, or other fraudulent activities should use the "hotline" to report activities. The "hotline" is part of USDOT's continuing effort to identify and investigate highway construction contract fraud and abuse and is operated under the direction of the USDOT Inspector General. All information will be treated confidentially and caller anonymity will be respected.

BIDDER CERTIFIES

- They have examined the work site and all existing conditions;
- They fully understand the manner in which payment is proposed;
- They propose to furnish all labor, equipment, and materials required to perform and complete specified work within the time fixed, and for the price proposed;
- They will observe the national, Washington State, and local codes; and
- They have the insurance coverage required for this Contract, which includes: Commercial General Liability Insurance, Business Auto Liability, Worker's Comp

Name of Bidder: PNW Civil Inc

Contact Name: Tyler Andrews

City, State, Zip: PO Box 30498 Bellingham, WA 98228

Email Address: accounting@pnwcivil.com

Business Telephone: 425-954-9614 Cell Phone: 360-739-2072

Contractor's State License Number.: PNWCICI834C2

UBI Number.: 604-027-470

By signing this proposal, the bidder agrees to all requirements contained in the contract documents.

(Corporate Seal) PNW Civil Inc President
Name of Bidder Title

09-03-20 
Date Signature of Bidder

Tyler Andrews
Print Name



Certification of Compliance with Wage Payment Statutes

The bidder hereby certifies that, within the three-year period immediately preceding the bid solicitation date (8/19/20), the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of chapters 49.46, 49.48, or 49.52 RCW, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.

I declare under penalty of perjury under the laws of the State of Washington that the foregoing is true and correct.

PNW Civil Inc

Bidder's Business Name

A handwritten signature in black ink, appearing to read "Tyler Andrews", written over a horizontal line.

Signature of Authorized Official*

Tyler Andrews

Printed Name

President

Title

09-03-20

Date

Bellingham

City

Washington

State or country

Check One:

Sole Proprietorship ☐ Partnership ☐ Joint Venture ☐ Corporation ☒

State of Incorporation, or if not a corporation, State where business entity was formed:

State of Incorporation: Washington

If a co-partnership, give firm name under which business is transacted:

** If a corporation, proposal must be executed in the corporate name by the president or vice-president (or any other corporate officer accompanied by evidence of authority to sign). If a co-partnership, proposal must be executed by a partner.*



BID BOND

KNOW ALL MEN BY THESE PRESENTS:

That I/we, PNW Civil, Inc., of Bellingham, Washington, as Principal and Merchants National Bonding, Inc., as Surety authorized to do business in the State of Washington, are held firmly bound unto the CITY OF ANACORTES (Owner), as Obligee, in the penal sum of five (5) percent of the total amount of the bid proposal of said principal for the work hereinafter described, for the payment of which the Principal and the Surety bind themselves, their heirs, executors, administrators, successors and assigns, jointly and severally, by these presents.

The condition of this obligation is such that if the Obligee shall make any award to the Principal for the project "**DEPOT PLAZA RESTROOM 20-069-PRK-003**", according to the terms of the proposal or bid made by the Principal therefore and the Principal shall duly make and enter into a contract with the Obligee in accordance with the terms of said proposal or bid and award and shall give bond for the faithful performance thereof, with Surety or Sureties approved by the Obligee; or if the Principal shall, in case of failure to do so, pay and forfeit to the Obligee the penal sum amount of the deposit specified in the call for bids, then this obligation shall be null and void; otherwise it shall be and remain in full force and effect the Surety shall forthwith pay and forfeit to the Obligee, as penalty and liquidated damages, the amount of this bond.

SIGNED, SEALED AND DATED THIS 31st day of August, 2020.

PNW Civil, Inc.
(Principal)

By: 
Tyler Andrews, President (Title)

Merchants National Bonding, Inc.
(Surety)

By: 
Roxana Palacios (Attorney-in-fact)



MERCHANTS
BONDING COMPANYTM
POWER OF ATTORNEY

Know All Persons By These Presents, that MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., both being corporations of the State of Iowa (herein collectively called the "Companies") do hereby make, constitute and appoint, individually,

Amber Engel; Brandi Heinbaugh; Debbie Lindstrom; Holly E Ulfers; Jamie Armfield; Peggy A Firth; Roxana Palacios; Scott C Alderman; Timothy S Buhite

their true and lawful Attorney(s)-in-Fact, to sign its name as surety(ies) and to execute, seal and acknowledge any and all bonds, undertakings, contracts and other written instruments in the nature thereof, on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

This Power-of-Attorney is granted and is signed and sealed by facsimile under and by authority of the following By-Laws adopted by the Board of Directors of Merchants Bonding Company (Mutual) on April 23, 2011 and amended August 14, 2015 and adopted by the Board of Directors of Merchants National Bonding, Inc., on October 16, 2015.

"The President, Secretary, Treasurer, or any Assistant Treasurer or any Assistant Secretary or any Vice President shall have power and authority to appoint Attorneys-in-Fact, and to authorize them to execute on behalf of the Company, and attach the seal of the Company thereto, bonds and undertakings, recognizances, contracts of indemnity and other writings obligatory in the nature thereof."

"The signature of any authorized officer and the seal of the Company may be affixed by facsimile or electronic transmission to any Power of Attorney or Certification thereof authorizing the execution and delivery of any bond, undertaking, recognizance, or other suretyship obligations of the Company, and such signature and seal when so used shall have the same force and effect as though manually fixed."

In connection with obligations in favor of the Florida Department of Transportation only, it is agreed that the power and authority hereby given to the Attorney-in-Fact includes any and all consents for the release of retained percentages and/or final estimates on engineering and construction contracts required by the State of Florida Department of Transportation. It is fully understood that consenting to the State of Florida Department of Transportation making payment of the final estimate to the Contractor and/or its assignee, shall not relieve this surety company of any of its obligations under its bond.

In connection with obligations in favor of the Kentucky Department of Highways only, it is agreed that the power and authority hereby given to the Attorney-in-Fact cannot be modified or revoked unless prior written personal notice of such intent has been given to the Commissioner-Department of Highways of the Commonwealth of Kentucky at least thirty (30) days prior to the modification or revocation.

In Witness Whereof, the Companies have caused this instrument to be signed and sealed this 20th day of February, 2020.



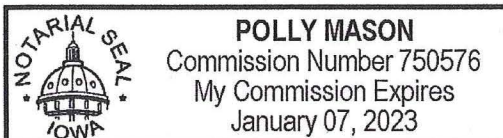
MERCHANTS BONDING COMPANY (MUTUAL)
MERCHANTS NATIONAL BONDING, INC.

By

Larry Taylor
President

STATE OF IOWA
COUNTY OF DALLAS ss.

On this 20th day of February 2020, before me appeared Larry Taylor, to me personally known, who being by me duly sworn did say that he is President of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC.; and that the seals affixed to the foregoing instrument are the Corporate Seals of the Companies; and that the said instrument was signed and sealed in behalf of the Companies by authority of their respective Boards of Directors.



(Expiration of notary's commission
does not invalidate this instrument)

Polly Mason

Notary Public

I, William Warner, Jr., Secretary of MERCHANTS BONDING COMPANY (MUTUAL) and MERCHANTS NATIONAL BONDING, INC., do hereby certify that the above and foregoing is a true and correct copy of the POWER-OF-ATTORNEY executed by said Companies, which is still in full force and effect and has not been amended or revoked.

In Witness Whereof, I have hereunto set my hand and affixed the seal of the Companies on this 31st day of August, 2020.



William Warner Jr.
Secretary

Tyler Andrews

PO Box 28273
Bellingham, Washington 98228

Phone: 360.739.2072
tylera@pnwcivil.com

Project Descriptions

2016 to Current

PNW Civil, Inc.

- Current – Estimator / Project Manager / Superintendent – Police Station Site Development, Granite Falls, WA. Owner: City of Granite Falls. Scope of work includes demolition of existing police station and a residence, site grading to prepare building site for future police station, storm drainage, water and sewer utility connections, modular block wall, concrete retaining wall and steps, fencing, parking lot lighting, asphalt parking lot, pavement markings, and landscaping. Contract Value: \$387,000
- Current – Estimator / Project Manager / Superintendent – 67th Ave Rail / Trail Crossing Improvements, Arlington, WA. Owner: City of Arlington. Scope of work includes realignment of the Centennial Trail where it crosses BNSF railroad tracks. Included is traffic control, demolition, excavation, grading, paving, curb and gutter, and pavement markings. Contract Value: \$64,000
- 2020 – Estimator / Project Manager / Superintendent – Waterfront Pedestrian Improvements, Oak Harbor, WA. Owner: City of Oak Harbor. Scope of work includes storm drainage installation, demolition of existing asphalt roadway/curb/sidewalk, excavation, grading, installation of new asphalt/curb/sidewalk/ADA ramps, traffic control, and pavement markings. Contract Value: \$152,000
- 2020 – Estimator / Project Manager / Superintendent – Alexander Street Sidewalk & Main Street ADA Ramp Repair, Coupeville, WA. Owner: Town of Coupeville. Scope of work includes traffic control, replacement of concrete ramps with ADA concrete ramps, storm drainage, excavation and grading, curb and gutter, sidewalk, paving, pavement markings, and solar powered pedestrian traffic signal. Contract Value: \$145,000
- 2020 – Estimator / Project Manager / Superintendent – Windjammer Promenade Ramp, Oak Harbor, WA. Owner: City of Oak Harbor. Scope of work includes asphalt and concrete demolition, excavation, structural concrete for new retaining wall with ADA concrete ramp, handrail and stainless steel cable guardrail, and asphalt patching. Contract Value: \$96,000
- 2020 – Estimator / Project Manager / Superintendent – La Conner Marina Curb Replacement, La Conner, WA. Owner: Port of Skagit. Scope of work included removal of traffic control, removal of existing extruded curb, and installation of new extruded curb. Contract Value: \$12,000
- 2020 – Estimator / Project Manager / Superintendent – La Conner Marina Retaining Wall Replacement, La Conner, WA. Owner: Port of Skagit. Scope of work included removal of existing railroad tie retaining wall, excavation, grading, installation of block wall, and landscaping cleanup. Contract Value: \$37,000
- 2020 – Estimator / Project Manager / Superintendent – Sumas RV Park, Sumas, WA. Owner: Sumas RV Park & Campground. Scope of work included utility installation with excavation and gravel placement to install additional RV sites. Contract Value: Private

abutment installation with bank armoring, 14'x50' steel bridge installation with guardrail, and grading of new road approaches. Contract Value: \$146,000

- 2018 – Estimator / Project Manager / Superintendent – District Wide Landscape Upgrades – North, Everett, WA. Owner: Everett Public School District No. 2; PNW Civil, Inc. was a subcontractor P&G Landscaping. The scope of work for PNW included tree removal, stump grinding, excavation and grading, gravel surfacing, and paver installation. Contract Amount: \$57,000
- 2018 – Estimator / Project Manager / Superintendent – District Wide Landscape Upgrades – South, Everett, WA. Owner: Everett Public School District No. 2; PNW Civil, Inc. was a subcontractor P&G Landscaping. The scope of work for PNW included tree removal, stump grinding, excavation and grading, gravel surfacing, paver installation, and bench installation. Contract Amount: \$62,000
- 2018 – Estimator / Superintendent – Everett Safe Street Supportive Housing, Everett, WA. Owner: PNW Civil, Inc. was a subcontractor to Dawson Construction. This project included installation of erosion control materials at the start of the project. Contract Amount: \$10,000
- 2017 – Estimator / Project Manager / Superintendent – Outdoor Covered Living Space & Kitchen, Woodinville, WA. Owner: Private. This project constructed a new outdoor covered living space with a separate outdoor kitchen and overhead trellis. Work included demolition, excavation, foundations, exposed timber framing, roof/gutters, stainless steel cabinets, appliance installation/setup, and an exposed timber trellis. Contract Amount: Private
- 2017 – Estimator / Project Manager / Superintendent – 2017 Marina Pavement Repair, La Conner, WA. Owner: Port of Skagit. This project included removal of existing asphalt pavement in parking lot and roadway, excavation with offsite disposal, backfill, grading, new asphalt, extruded curb, and pavement markings. Contract Amount: \$260,000

2016 to Current

PNW Services, Inc.

Representative Assignments & Project Responsibilities Include:

- 2019 – Current – Consultant, Bellingham, WA. Owner: Sudden Valley Community Association. Hired as Owner's Project Manager to oversee construction projects. Project responsibilities include feasibility studies, design management, permitting, and construction administration. Contract Amount: Private
- 2018 – Current – Consultant, Bellingham, WA. Owner: Sudden Valley Community Association. Hired as Owner's Project Manager to oversee 4 capital improvement projects over a 1-year period worth over \$1.5 million. Project responsibilities include schedule and budget management, individual project billing reviews and payment releases, change order review, and project close out for each project. Contract Amount: Private
- 2016 – Current – Consultant, Blaine, Washington. Owner: Private. Hired as the Owner's Representative for Phase 1 of a development. Phase 1 consists of building out the infrastructure for 40 residential lots. Project responsibilities include oversight of the design/permit process, development of bid and bidder selection for civil contractor, management/monitoring/reporting of SWPPP requirements for the project, oversight of civil construction, and assistance with design team getting to final plat. Contract Amount: Private

gravel road, new grading, and placement of concrete pavement with new pavement markings and signage. Contract Amount: \$430,000

- 2014 – Estimator / Project Manager, Edgecumbe Drive, Sitka, AK. Owner: The City and Borough of Sitka. Successfully estimated and presented on this design build project worth over \$4.5 million upgrading approximately 1 mile of existing road with new drainage, grading, curb and sidewalk, and pavement. Oversaw the start of design work.
- 2014 – Project Manager, Sitka Channel Breakwater Project, Sitka, AK. Owner: US Army Corp of Engineers. This project included material supply of breakwater rock to Western Marine Construction, Inc. Work involved drilling, blasting, and delivery of Core Rock, B-Rock, and Armor Rock. Total quantity was approximately 20,000 CY. Contract Amount: Private
- 2014 – JM Pit Manager, Sitka, AK. Oversaw all operations including drilling, blasting, screening, and sales of numerous materials from sand to crushed rock to armor rock. Contract Amounts: Private
- 2014 – Project Manager, Jarvis Street Rock Removal, Sitka, AK. Owner: The City and Borough of Sitka. This project included drilling, blasting, and removal of a large rock knob next to the Electrical Department building. Extreme caution was exercised to not damage any of the existing electrical infrastructure. Contract Amount: Private
- 2014 – Project Manager, Sound Development, Sitka, AK. Owner: Private. This project included the installation of 2 access roads with utilities for numerous development lots. Work included clearing, drainage, utilities, import of fill material, and grading for crushed rock roads. Contract Amount: Private

2003 to 2013

Strider Construction Co., Inc.

Representative Assignments and Project Responsibilities Include:

- 2012 – 2013 – Project Manager, Dreamlifter Operations Center Project, Everett, WA. Owner: Snohomish County – Paine Field Airport. This project involved working on Paine Field Airport and Boeing's campus creating a new facility for the Dreamlifter airplane. Construction included substantial erosion control efforts, excavation, utility infrastructure including water, sewer, storm, electrical / communications, and dual wall fuel line above ground and below ground totaling 5,000'; 1,100' of 26' high precast noise wall, 38,000 SY of concrete pavement, median improvements to SR525, and landscaping. Contract Amount: \$15.6 Million
- 2011 – 2012 – Project Manager, Centennial Trail Extension Project, Snohomish, WA. Owner: City of Snohomish. This project involved constructing approximately 0.7 miles of paved pedestrian trail through the City of Snohomish. Project requirements to complete this section of trail included clearing and grading, drainage, numerous intersection and street improvements under traffic, and landscaping. Contract Amount: \$800,000
- 2011 – Project Manager, Main Street Watermain, Edmonds, WA. Owner: City of Edmonds. This project involved replacing an existing watermain under Main Street in front of the Edmonds Ferry Dock while working around traffic. The waterline also crossed under BNSF tracks, and involved significant coordination with BNSF for working in the BNSF right of way. Work involved installing new watermain, and 3 connections to the existing watermain with the majority of work occurring at night. Contract Amount: \$100,000

trail that is approximately 7.3 miles of paved pedestrian and equestrian trail, 3 bridge crossings, and trailhead facilities. Crossing the Stillaguamish River was accomplished by retrofitting an existing trestle 514' long, while crossing Pilchuck Creek required construction of a new steel bridge 235' long. Additional project requirements included 22 acres of soil disturbance, 2.8 acres of wetland mitigation along an existing railroad grade, reinforced slopes, retaining walls, and replacement of 2 large culverts while bypassing streams. A bank failure along the Pilchuck Creek, and undermining of an existing pier extended the project 2 work seasons. Additional project requirements to repair both issues involved bypassing a significant creek, installing 2 timber crib walls, bracing and excavating under an existing pier, installing new 30" diameter shafts with concrete foundation around the existing pier, and significant slope / revetment work to re-stabilize the banks. Contract Amount: \$6.8 Million.

- 2009 – 2010 – Project Manager, South Mount Vernon Park 'n Ride Facility, Mount Vernon, WA. Owner: Skagit Transit. The work performed under this contract included clearing, demolition, site excavation, storm drainage, grading and temporary erosion control facilities; widening improvement to Sundquist Drive, pavement re-striping of Old Highway 99 South, asphalt parking lot with concrete curb and gutter, concrete pavement transit bus drive; bus platform to include installation of pedestrian shelters, bike-racks and other amenities, installation of operator restroom facility; site illumination with video surveillance system; and other miscellaneous work. Contract Amount: \$1.8 Million.
- 2009 – Project Manager, Swamp Creek Bridge #600 Replacement, Lynnwood, WA. Owner: Snohomish County Public Works. This project consisted of wetland enhancement by restoration of an old creek bed, cleanup of garbage throughout the wetland, and enhancements of woody debris by utilizing log structures. The second part of this project involved bypassing a stream, removal of an existing wood bridge, and installation of a new precast concrete bridge. H-piles were driven for abutment support along with sheet pile at each abutment for scour protection. Other miscellaneous work consisted of new sidewalk, paving, waterline relocation, and storm drainage. Contract Amount: \$800,000.
- 2008 – 2009 – Project Manager, Wenatchee Trail Connection, Wenatchee, WA. Owner: WSDOT. Project consisted of shoulder improvements along US 2 by replacing guardrail with concrete barrier and widening, building 1,500' of paved pedestrian trail along a steep slope, and a 3-span concrete bridge over live railroad tracks spanning 180' in total length. Bridge work included work within and over the BNSF ROW including approximate 20' shafts adjacent to track above grade, installing precast concrete girders over the tracks, and diaphragm construction with concrete barriers over the live tracks. Contract Amount: \$1.2 Million.
- 2008 – 2009 – Project Manager, 17th Street Bridge, Lynden, WA. Owner: City of Lynden. Project consisted of building 200' of new roadway on 17th St, 215' of reconstructed creek channel by diverting the active creek, removing an existing culvert, excavating, grading, streambed restoration, building a new bridge spanning 65', storm drainage, water main, sidewalk and HMA paving. Contract Amount: \$1.2 Million.
- 2008 – Project Manager, 51st Ave – 122nd PL NE Intersection Improvements, Marysville, WA. Owner: Snohomish County Public Works. Project consisted of widening 51st and 122nd to add a turn lane; utility upgrades to include new water line, storm drainage, sewer, and traffic signal; a major shoring system along with 2 extensive stream bypass and dewatering systems to allow for installation of an 18' steel plate arch culvert and 24' x 12' box culvert; wetland mitigation work including log structures, porous sidewalk, and new curb with asphalt. Contract Amount: \$4.6 Million.

- 2006 – Project Engineer, East Lynden Sewer System Improvements, Lynden, WA. Owner: City of Lynden. Project consisted of installing approximately 7,000' of 12" sewer force main, approximately 3,200' of 12" and 10" gravity sewer main, as well as side sewers and manholes ranging in depths from 10' to 20'. Work also involved the construction of 850' of new 12" water main and services. Other work included roadway construction consisting of excavation and embankment, new asphalt paving, pavement markings and storm sewer. A 3,000 GPM+ sewage lift station with associated building, instrumentation and controls, generator, and power / fiber optic upgrades were also constructed. Contract Amount: \$3.0 Million.
- 2005 – Project Engineer, Robe Valley Emergency Watershed Project, Robe, WA. Owner: Snohomish County Public Works. The project involved shoreline stabilization under the guidance of the US Dept. of Agriculture Natural Resources Conservation Service. This project required temporarily diverting the Stillaguamish River, and then further dewatering of the existing river channel for construction below grade. The work included installation of rock vanes, earth fill along the bank, and bank stabilization using plantings. Numerous log structures were incorporated into the project as part of the bank stabilization. Contract Amount: \$600,000.
- 2004 – 2005 – Project Engineer, Willis Tucker Community Park, Phase 1, Mill Creek, WA. Owner: Snohomish County Department of Parks & Recreation. The project involved development of a 7-acre site to create ball fields, site drainage, utilities, parking, and a 10,000 SF Parks Department administration building. The work included extensive clearing and associated erosion control systems. Contract Amount: \$3.7 Million.
- 2003 – 2005 – Project Engineer, Centennial Trail, Phase 1, Stage 2, Snohomish County, WA. Owner: Snohomish County Department of Parks & Recreation. The project involved construction of approximately 10.3 miles of paved pedestrian and equestrian trail. The work included excavation, drainage, 2 bridges, 60,000 CY of wetland mitigation, boardwalk, reinforced slopes, retaining walls, illumination and traffic signal. Contract Amount: \$4.7 Million.

Fleet Report for PNW Civil, Inc.

PNW ID #	Serial/Vin #	License Plate	Year	Manufacturer	Model	Type of Equipment	Fuel Type	Specifications
Vehicles & Trailers								
DT-01	1NKWL29X7HS348048	KCG340	1987	Kenworth		Dump Truck	Diesel	Axles: 3; Number of Tires: 10; GVW: 55,000#; Box Size: 13CY
TC-01	4RALS1423GN097164	3036ZS	2016	Interstate	Loadrunner 7'x14'	Cargo Trailer - White	N/A	Axles: 2; Number of Tires: 4; GVW: 7,000#; Length: 14'
TC-02	4RAPS162XKN107714	14871AC	2019	Interstate	Pro Series 8.5'x16'	Cargo Trailer - White	N/A	Axles: 2; Number of Tires: 4; GVW: 14,000#; Length: 16'
TD-01	4BMFE1220P1101491	9268ZW	1993	Wilson	Dump 6.5'x12'	Dump Trailer - Black	N/A	Axles: 2; Number of Tires: 4; GVW: 12,000#; Length: 12'
TD-02	4P5DL1422J1282704	78170AA	2017	PJ	DL142	Dump Trailer - Black	N/A	Axles: 2; Number of Tires: 4; GVW: 14,000#; Length: 14'
TE-01	1C9TF22227T997186	5461ZU	2007	Olympic	Tilt 8.5'x20'	Tilt Trailer - Grey	N/A	Axles: 2; Number of Tires: 4; GVW: 14,000#; Length 20'
TE-02	21510	7690SR	1978	Hyst		Tilt Trailer - Black	N/A	Axles: 2; Number of Tires: 8
TU-01	4W8UF121821003212	5460ZU	2002	Spectrum	Utility 5'x8'	Utility Trailer - Red	N/A	Axles: 1; Number of Tires: 2; GVW: 3,000#; Length: 8'
VC-01	3FA6P0T97GR137548	BCU1805	2016	Ford	Fusion - SE	Sedan - Burgandy	Gas	Cab Type: Sedan, Drive: AWD
VP-02	1FT8W3BT0FED56017	C23056G	2015	Ford	F350 - 4x4	Pickup - Crew Cab White	Diesel	Cab Type: Super Crew; Bed: 8'; Drive: 4 Wheel Drive; Ton Rating: 1; GVW: 26,000#
VP-03	1FTEW1EP6GKE26256	C16513S	2016	Ford	F150 - 4x4	Pickup - Crew Cab White	Gas	Cab Type: Super Crew; Bed: 5.5'; Drive: 4 Wheel Drive; Ton Rating: 1/2; GVW: 20,000#
WW-01	625VUTW1323HP000557	5868QQ	2017	WYLIE	EXP500-L	Water Wagon	Gas Pump	Tank 500 Gal, Tandem Axle, Gas Pump, Weight Empty 1,800#, GVWR 7,000#
Other Equipment								
EX-01	YMRVIO35PHAJAF883	N/A	2017	Yanmar	V1035-6A	Excavator	Diesel	Machine No. AF883, Engine #24072, HP: 24.4HP, Digging Depth 11'3", Rubber Tracks, Canopy, Quick Coupler, 4 way Blade
GEN-01	EAVJ-1132738	N/A	2016	Honda	EU3000I	Generator	Gas	Fuel Tank: 1.56 Gal, 3,000 Watt
GEN-02		N/A	2017	Honda	EU3000I	Generator	Gas	Fuel Tank: 1.56 Gal, 3,000 Watt
GEN-03	EZGF-1768053	NA	2019	Honda	EU3000IS	Generator	Gas	Fuel Tank: 3.43 Gal, 3,000 Watt, Electric Start
LAS-01	14307712	N/A	2015	Trimble	UL633-1	Laser - Dual Slope	N/A	
LAS-02		N/A	2017	Topcon	RL-200 2S	Laser - Dual Slope	N/A	
LD-02	?	N/A	1996	Daewoo	Mega 400	Wheel Loader	Diesel	6CY, 21.4 Tons
LD-03	70659	N/A	2016	Yanmar	V4	Wheel Loader	Diesel	.85CY, Forklift Attachment, 4.25 Tons
	1K05	N/A	2015	Multiquip	BTX60HD	Jumping Jack	Gas	
	D-7815	N/A	2019	Multiquip	MVC88VTHW	Plate Compactor	Gas	
	CM2413	N/A	?	Parker	2418	Sand Screw	N/A	24" Diameter, 18' Long Screw



City Council Agenda Item Summary

Meeting Date: 9/28/2020

Agenda Item Number: 5a

Agenda Item Title: Ordinance 3076

Staff Contact(s): Darcy Swetnam; Don Measamer

Action Type: Ordinance 3076

Item Summary: This is a first read on an Ordinance to extend the moratorium on new applications that use the height bonus in the R4 zone. Because of COVID-19, an additional six months is necessary to complete the items in the work plan identified in Resolution 2068. Staff will schedule a public hearing on the Ordinance on October 12, 2020. The moratorium is currently set to expire on October 21, 2020.

Budget Impact

Amount Budgeted:

Proposed Expenditure:

Budget Amendment Required?

Previous Action: Ordinance [3054](#) was adopted on [October 21, 2019](#), placing a moratorium for the 10 foot height bonus provision in the R4 zone, provided in AMC 19.42.050.

Resolution [2068](#) was adopted on [December 2, 2019](#), which adopted a work plan to work through questions regarding the height bonus.

Ordinance [3069](#) was adopted on [April 20, 2020](#), extending the moratorium for an additional six months through October 21, 2020.

Recommended Motion: No recommended motion until after the public hearing on October 12, 2020.

Alternative Actions: No action proposed at this time.

Attachments In order presented:

- Proposed Ordinance 3076

Ordinance No. 3076

An Interim Ordinance Extending Ordinance 3054 and Ordinance 3069, a Moratorium on the Acceptance of Certain Land Use Applications in the R4 Zone

Whereas the City of Anacortes adopted new development regulations (Ordinance 3040) that, among other things, created new regulations governing the height limit in the R4 zone;

Whereas the bonus height provisions of AMC 19.42.050., which allow for an additional 10 feet of height over the standard height limit of 40 feet, have been the subject of community concerns and comments;

Whereas the City Council desires to review the maximum building height in the R4 zone;

Whereas the City Council adopted Ordinance 3054 on October 21, 2019, declaring a moratorium on the acceptance of land use applications in the R4 Zone that seek to allow the height bonus provided in Section 19.42.050 AMC; and

Whereas the City Council adopted Resolution 2068 on December 2, 2019, which affirmed the moratorium and adopted a work plan for evaluating bonus height provisions in the R4 Zone west of the Commercial Zone; and

Whereas the City Council adopted Ordinance 3069 on April 20, 2020, which affirmed the moratorium and extended it for an additional six months, through October 21, 2020; and

Whereas RCW 35A.63.220 and AMC 19.16.110 authorize the City Council to renew moratoriums, interim zoning ordinances, and interim official controls as a recognized technique to preserve the status quo while new plans and regulations are developed; and

Whereas the work plan adopted in Resolution 2068 has been interrupted by the current COVID 19 emergency; and

Whereas the moratorium extension adopted in Ordinance 3069 is set to expire on October 21, 2020, if it is not extended prior to that date; and

Whereas the City Council now finds that additional time is required to complete the actions in the work plan adopted by Resolution 2068; and

Whereas, as an interim ordinance, pursuant to WAC 197-11-880, the adoption of this ordinance is not subject to review under the State Environmental Policy Act;

Now, therefore, the City Council of the City of Anacortes does ordain as follows and adopts the following as findings of fact:

- Section 1. The above recitals are adopted as findings of fact.
- Section 2. The City Council finds that an emergency exists under RCW 35A.12.130 and this ordinance is necessary for the protection of public health, public safety, public property or the public peace, and with adoption by a majority plus one of the entire membership of the City Council (i.e., 5 members) is effective immediately.
- Section 3. The moratorium declared by Ordinance 3054 and extended by Ordinance 3069 is hereby renewed for an additional six months on the acceptance of any land use or building permit application within the R4 zone west of "O" Ave that proposes to utilize the bonus height provisions of AMC 19.42.050.C.
- Section 4. Pursuant to RCW 36.70A.390, the City Council held a public hearing on this interim ordinance extension on October 12, 2020 by accepting both in-person participation via the Zoom video platform and written comment due to the COVID 19 emergency.
- Section 5. This moratorium is effective through April 21, 2021, but may be renewed for an additional six-month period if a subsequent public hearing is held and findings of fact are made prior to renewal.
- Section 6. The City Council supports review and consideration of alternatives to the bonus height provisions of AMC 19.42.050 in the R4 Use Zone west of Commercial Use Zone.

PASSED and APPROVED this 28th day of September, 2020.

APPROVED:

Laurie Gere, Mayor

Attest:

Steve Hoglund, City Clerk-Treasurer

Approved as to Form:

Darcy Swetnam, City Attorney



City Council Agenda Item Summary

Meeting Date: 9/28/2020

Agenda Item Number: 5b

Agenda Item Title: Resolution 3002: Acceptance of restricted cash donation

Staff Contact(s): Don Measamer, Steve Hoglund

Approved by: Steve Hoglund, Darcy Swetnam

Action Type: Resolution 3002

Item Summary: The Skagit Community Foundation would like to donate \$100,000 in cash to the City of Anacortes to administer distribution of the cash on an application basis to small businesses, i.e. less than 30 employees, that have been affected by the Covid crisis. The donation is restricted as it has to be used within the donative intent of aid to small businesses affected by Covid.

Budget Impact

Amount Budgeted: \$

Proposed Expenditure: \$100,000.00

Budget Amendment Required? Yes

donation

Previous Action: Discussion at committee level

Recommended Motion: I move to adopt Resolution 3002 authorizing acceptance of the cash donation from the Skagit Community Foundation

Alternative Actions: do not approve resolution, decline the donation

Attachments In order presented:

- Resolution 3002

RESOLUTION NO. 3002

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ANACORTES
AUTHORIZING ACCEPTANCE OF A RESTRICTED DONATION TO THE CITY OF
ANACORTES FROM THE SKAGIT COMMUNITY FOUNDATION

WHEREAS, the City of Anacortes authorizes acceptance of donations through AMC chapter 3.10, and

WHEREAS, the City would like to accept a donation of \$100,000 from Skagit Community Foundation to be used in accordance with the donative intent of providing relief in the form of grants to small local businesses (maximum 30 employees) impacted by the Covid-19 crisis, and

WHEREAS, the dollar amount of this restricted donation requires acceptance by City Council;

Now, therefore, be it resolved by the City Council of the City of Anacortes that the \$100,000 donation by Skagit Community Foundation be accepted.

ADOPTED, at the regular meeting of the City Council of the City of Anacortes, this 28th day of September, 2020, by a majority of the members.

City of Anacortes, Washington

BY: _____
Laurie Gere, Mayor

ATTEST:

Steven D. Hoglund, City Clerk



Anacortes City Council

Proposed Agenda Items for the Next Eight Weeks Beginning October 5, 2020

Subjects listed below have been tentatively suggested for consideration by the Anacortes City Council on the dates indicated. Items may be added to, removed from or rearranged on this list. Routine business such as approval of minutes and vouchers are not included. The complete Preliminary Agenda for each meeting is published at 3:00 on the Wednesday prior to the meeting. Published Agendas are subject to change and may be updated following the posting period. For additional information on agenda topics, please contact the City Clerk's office at 360-299-1960 to be directed to the sponsoring staff member.

October 5, 2020

- Mayor's Budget Message
- Closed Record Decision Hearing: CUP-2020-0001 - 1015 18th St. Parking Lot CUP (Action)

October 12, 2020

- Closed Record Decision Hearing: LPS-2020-0001 - The Crossings Cottages Preliminary Plat & Site Plan (Action)
- Public Hearing on Ordinance 3076: Extending Ordinance 3054, an Interim Ordinance Declaring an Emergency and Adopting a Moratorium on the Acceptance of Certain Land Use Applications in R4 Zone (Action)
- Public Hearing on Budgeted Revenue Sources, including 1% Property Tax Increase (Discussion)

October 19, 2020

- Access Anacortes Fiber Internet Update (Discussion)
- Review of 2021 Budget (Discussion)

October 26, 2020

- Public Hearing: 2021 Budget (Discussion)
- Review of 2021 Budget (Discussion)

November 2, 2020

November 9, 2020

November 16, 2020

November 23, 2020

- Resolution: Making a Declaration of Substantial Need for Setting the Property Tax Levy for 2021 (Action)
- Resolution ____: Setting the City's Year 2021 Property Tax Regular Levy Increase (Action)
- Ordinance ____: Adopting the 2021 Budget (Discussion/Possible Action)

Upcoming City Council Committee Meetings

The public is welcome to attend City Council Committee Meetings.

- Planning, Monday, Sep 28, 2020, 5:00 PM, Teleconference
- Public Works, Monday, Oct 5, 2020, 5:00 PM, Teleconference
- Port/City Liaison, Tuesday, Oct 6, 2020, 8:30 AM, Teleconference
- Public Safety, Tuesday, Oct 6, 2020, 10:00 AM, Teleconference
- Fiber, Thursday, Oct 8, 2020, 2:30 PM, Teleconference
- Housing Affordability & Community Services, Monday, Oct 12, 2020, 4:00 PM, Teleconference
- Planning, Monday, Oct 12, 2020, 5:00 PM, Teleconference
- Finance, Wednesday, Oct 14, 2020, 5:00 PM, Teleconference
- Public Works, Monday, Oct 19, 2020, 5:00 PM, Teleconference