

**GRANDVIEW CITY COUNCIL
COMMITTEE-OF-THE-WHOLE
MEETING AGENDA
TUESDAY, NOVEMBER 24, 2020**



Governor Proclamation 20-28.12 continues the prohibition on "in-person" meetings through December 7, 2020. This meeting will be available via teleconference. For meeting information and instructions, please contact City Hall at (509) 882-9200.

COMMITTEE-OF-THE-WHOLE MEETING – 6:00 PM

PAGE

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PUBLIC COMMENT** – At this time the public may address the Council on any topic whether on the agenda or not, except those scheduled for public hearing.
- 4. NEW BUSINESS**
 - A. Benton County Mosquito Control District Re-Appointment – Mayor Pro Tem Bill Moore 1
 - B. Resolution accepting the bid and authorizing the Grandview Herald as the Official City Newspaper for the year 2021 2-8
 - C. Ordinance adopting the budget and confirming tax levies for revenue to carry on the government for the fiscal year ending December 31, 2021 9-10
 - D. Ordinance amending the City of Grandview 2021 non-union salary schedule 11-12
 - E. Municipal Engineering Services Request for Statement of Qualifications (2021-2023) – HLA Engineering and Land Surveying, Inc. 13-16
 - F. Resolution accepting the Water Service Meter Equipment project as complete 17-23
 - G. Radio Read Water Meters – Opt-Out Option 24-25
- 5. OTHER BUSINESS**
- 6. ADJOURNMENT**

The City of Grandview Committee-of-the-Whole and Council Meetings scheduled for Tuesday, November 24, 2020 at 6:00 pm and 7:00 pm will only be available via teleconference.

Please join the meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/906445397>

You can also dial in using your phone.

(For supported devices, tap a one-touch number below to join instantly.)

United States: +1 (224) 501-3412

- One-touch: <tel:+12245013412,,906445397#>

Access Code: 906-445-397 #

Audio Pin: 1 #

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Benton County Mosquito Control District

November 5, 2020

Mayor Gloria Mendoza
City of Grandview
207 West Second Street
Grandview, WA 98930

RECEIVED

NOV - 9 2020

CITY OF GRANDVIEW

SUBJECT: Mosquito Control Board of Trustees Position


Dear Mayor Mendoza,

I am writing to inform you that the two-year term of Mr. Bill Moore as a Trustee on the Benton County Mosquito Control Board will expire on December 31, 2020. Mr. Moore has expressed interest in serving another two-year term.

Mr. Moore has been a valuable asset to the District during his term, therefore I recommend that the City of Grandview reappoint him for another term beginning January 1, 2021 and ending December 31, 2022. We would appreciate written notification of the appointment as soon as possible.

Please feel free to contact our office by phone at (509) 967-2414 or by email at Angela@MosquitoControl.org if you have any questions. Thank you for your attention to this matter.

Sincerely,



Angela Beehler
District Manager

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE

Resolution accepting the bid and authorizing the Grandview Herald as the Official City Newspaper for the year 2021

AGENDA NO. New Business 4 (B)

AGENDA DATE: November 24, 2020

DEPARTMENT

City Clerk

FUNDING CERTIFICATION (City Treasurer)
(If applicable)

DEPARTMENT DIRECTOR REVIEW

Anita Palacios, City Clerk



CITY ADMINISTRATOR

MAYOR



ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

RCW 35.23.352(7) provides that bids are required to secure the services of the official newspaper.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

Bids to serve as the Official City Newspaper for the year 2021 were opened on November 17, 2020. The City received one (1) bid from the Grandview Herald. The bid was as follows:

<u>Newspaper</u>	<u>Type of Publication</u>	<u>Rate (per column inch)</u>
Grandview Herald	Legal Notices	\$6.75

The legal notice bid rate is the same rate as 2020.

ACTION PROPOSED

Move a resolution accepting the bid and authorizing the Grandview Herald as the Official City Newspaper for the year 2021 to a regular Council meeting for consideration.



**CITY OF GRANDVIEW
CALL FOR BIDS FOR OFFICIAL NEWSPAPER**

NOTICE IS HEREBY GIVEN that the City of Grandview, Washington, will receive sealed bids at the office of the City Clerk, 207 West Second Street, Grandview, WA 98930, until **11:00 a.m., Tuesday, November 17, 2020**, from qualified legal newspapers to serve as the OFFICIAL NEWSPAPER of the City of Grandview for the year **2021**, at which time they will be opened and read aloud.

Bids must comply with the "Specifications for Sealed Bids for Official Newspaper" and be submitted in envelopes marked "Official Newspaper Bid". Bid packets are available from the City Clerk at the above address, PH: (509) 882-9208.

The City of Grandview reserves the right to accept or reject any or all bids, and to waive minor irregularities in the bidding process.

CITY OF GRANDVIEW
Anita G. Palacios, MMC
City Clerk

Publish: Grandview Herald - Wednesday, October 28, 2020

CITY OF GRANDVIEW
SPECIFICATIONS FOR SEALED BIDS
FOR OFFICIAL NEWSPAPER

The City of Grandview is soliciting sealed bids from qualified legal newspapers to serve as the OFFICIAL NEWSPAPER of the City of Grandview for the year 2021. These specifications are prepared for qualified bidders.

General Information

The City of Grandview is a municipal corporation of the State of Washington, situated in Yakima County. The population of the City of Grandview is approximately 11,010. Grandview is organized as an Optional Municipal Code City pursuant to Title 35A RCW, with a Mayor-Council form of government.

General Needs of Publication

The City of Grandview publishes official documents and notices, including but not limited to: Notices of Public Hearing for City Council, Planning Commission, Civil Service Commission and administrative reviews for land use actions; publications of ordinances and/or ordinance summaries; advertising and requests for bids and proposals; and land use environmental review notices.

Qualifications of Bidders

Qualified bidders must meet the requirements set forth for legal newspapers in Chapter 65.16 RCW. Qualified newspapers must be approved as a legal newspaper by order of the Yakima County Superior Court, must currently be a legal newspaper, and must have been so qualified for at least six (6) months prior to the date of this solicitation. The newspaper must be published regularly, at least once per week, in the English language. The newspaper must be of general circulation in the City of Grandview, and must be compiled in whole or in part in an office maintained at the place of publication. The newspaper must contain news of general interest as contrasted with news of interest primarily to an organization, group or class. The rate charged to the City of Grandview shall not exceed the national advertising rate extended by the newspaper to all general advertisers and advertising agencies in its published rate card.

By signing and submitting the Bid Documents in this packet, the bidder certifies that it meets the above qualifications. Qualifications are subject to confirmation by the City of Grandview.

**INSTRUCTIONS TO BIDDERS
OFFICIAL NEWSPAPER**

Submission of Bids

Sealed bids must be addressed or delivered to:

City Clerk
City of Grandview
207 West Second Street
Grandview, WA 98930

Closing Date

Bids will be received until **11:00 a.m., Tuesday, November 17, 2020.**

Bid Opening

Bids will be opened and publicly read aloud in the Council Chambers, City Hall, 207 West Second Street, Grandview, Washington, at 11:00 a.m., **Tuesday, November 17, 2020**, at which time interested parties may be present to witness the bid opening.

Acceptability of Bids

Bids must be submitted on the City of Grandview bid form and placed in a sealed envelope. The words "Official Newspaper Bid" must be clearly marked on the front of the envelope.

The bid form must contain the bidder's business address and must be signed by a duly authorized official.

The bidder is fully responsible for obtaining all information for the preparation of this bid.

Bids that are unsigned, incomplete, illegible, unbalanced, obscure or with any other irregularities may be rejected. The City of Grandview reserves the right to accept or reject any or all bids, and to waive minor irregularities and informalities in the bidding process, at the City's discretion.

The bid shall be valid for thirty (30) calendar days following the bid opening date.

The successful bidder will be asked to enter into a contract to provide legal publications and publication services for the City of Grandview beginning **January 1, 2021 through December 31, 2021**. State law requires bidding for the Official Newspaper of the City of Grandview on an annual basis.

The City of Grandview is an Equal Opportunity Employer.

Further Information

Contact Anita Palacios, City Clerk, 207 West Second Street, Grandview, Washington, 98930, PH: (509) 882-9200, Email: anitap@grandview.wa.us.

RESOLUTION NO. 2020-__

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
ACCEPTING THE BID AND AUTHORIZING THE GRANDVIEW HERALD AS THE
OFFICIAL CITY NEWSPAPER FOR THE YEAR 2021**

WHEREAS, RCW 35.23.352(7) requires that bids be called annually for the publication in a newspaper of general circulation in the City of all notices or newspaper publications required by law and that the contract be awarded to the lowest responsible bidder; and,

WHEREAS, the City has solicited bids from qualified legal newspapers to serve as the official newspaper of the City of Grandview for the year 2021; and,

WHEREAS, the City received one (1) bid in response to such solicitation from the Grandview Herald; and,

WHEREAS, the City Council finds and determines that the Grandview Herald is the lowest responsible bidder;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON, as follows:

That the bid submitted by the Grandview Herald to serve as the official newspaper of the City of Grandview for the year 2021, including the rate for legal notices of \$6.75 per column inch, all as set forth in the attached proposal, is hereby approved and accepted, and the Mayor is hereby authorized to execute any and all documents necessary or appropriate to accomplish such transaction.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on December 8, 2020.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

**BID FORM
OFFICIAL NEWSPAPER**

I/We the undersigned, having read all requirements of this call for bids, together with all the special provisions and specifications set forth herein, do agree in every particular, and will provide the service as specified herein as follows:

Name of Newspaper: Valley Publishing/The Grandview Herald

Number of days per week newspaper is published: one days per week.

Size of column inch: 2" Number of characters in column inch: 256

Total circulation 1,000

Total circulation for 98930 zip code 1,000

Services and Rates.

Describe rate(s) to be charged to the City of Grandview for publications. Please describe all rates to be charged, and note different rates, if any, for different types of publication (i.e., legal notices, advertising, etc.). Please describe rate per column inch of publication:

<u>Type of Publication</u>	<u>Rate (per column inch)</u>
Legal Notice	\$ 6.75
Display Advertising	\$ 8.75

NOTE: Rates must not exceed the national advertising rate as defined in RCW 65.16.091.

Bidder's Name: Valley Publishing/The Grandview Herald

Address (Office of Publication): 308 Division St. Grandview WA 98930

Mailing Address: same as above

Telephone Number: (509)882-3712 Email: editor@thegrandviewherald.com

Signature of Authorized Official: Victoria Walker

Print Name: Victoria Walker Title of Official: General Manager

1. Are there any charges, surcharges, taxes or other fees in addition to the above-described rates? If so, please describe:

None

2. If the City of Grandview desires publication of an item on a particular date, how much lead time is required by the bidder?

8:30 a.m. Tuesday prior to Wednesday publication.

3. Please describe the services to be provided by bidder to the City of Grandview, together with any other information which bidder feels makes its newspaper the best choice for the Official Newspaper of the City of Grandview:

It has been our pleasure to be representatives of the City of Grandview in 2020. We have been in the Grandview community for over 100 years. 2020 has been a challenge for us. We will continue to work with the community to bring current, up to date Grandview hometown news. Our focus is Grandview businesses; development, education, and city news. The Herald and its staff will continue to work hard for the city and our hometown.

ORDINANCE NO. 2020-_____

**AN ORDINANCE OF THE CITY OF GRANDVIEW, WASHINGTON,
ADOPTING THE BUDGET AND CONFIRMING TAX LEVIES
FOR REVENUE TO CARRY ON THE GOVERNMENT
FOR THE FISCAL YEAR ENDING DECEMBER 31, 2021**

WHEREAS, the City Clerk did publish notice that the Council of the City of Grandview, Washington, would meet on the 24th day of November, 2020, at 7:00 p.m., in the Council Chambers of the City Hall of said City for the purpose of making and adopting the budget for the fiscal year 2021, and confirming a tax levy based upon the same fiscal year, and giving taxpayers within the limits of said City an opportunity to be heard upon said budget; and

WHEREAS, said City Council did meet at said time and place and did then consider the matter of said proposed budget and tax levy, no objections to the same having been filed with the City Clerk, and no persons appearing to make objections to the same, the Council concluded that the budget was in accord with the needs of the citizens of Grandview; and

WHEREAS, said proposed budget does not exceed the lawful limits of taxation allowed by law to be levied on the property of the City of Grandview for the purposes set forth in said budget, being all necessary to carry on the government of said City during said period,

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON, as follows:

SECTION I. That the City Council of the City of Grandview hereby adopts by reference the 2021 Annual Budget, which is on file in the Office of the City Clerk of Grandview. That required expenditures for the various departments and needs and operation of government of the City of Grandview, Washington, for the fiscal year ending December 31, 2021, are fixed in the following amounts, to-wit:

RECAPITULATION -- ALL FUNDS

Fund	Beginning Balance	Revenue	Expenditures	Ending Balance
Current Expense	1,210,130	5,716,190	6,846,740	79,580
E.M.S.	46,710	315,700	358,620	3,790
Law & Justice Tax	233,350	311,500	389,850	155,000
Street	346,950	660,100	838,440	168,610
Transportation Benefit District	297,860	181,800	53,150	426,510
Cemetery	174,405	153,300	274,780	52,925
SIED Loan – EWC Plaza	10	58,670	58,670	10
SIED Loan – Euclid/WCR	10	23,300	23,300	10

Capital Improvements	351,230	101,500	188,000	264,730
Water	6,481,000	2,529,280	2,375,145	6,635,135
Sewer	6,522,035	5,514,105	5,615,530	6,420,610
Irrigation	159,400	506,000	564,670	100,730
Solid Waste	719,170	1,176,885	1,195,910	700,145
Equipment Rental	2,053,570	556,000	876,840	1,732,730
Total	18,595,830	17,804,330	19,659,645	16,740,515

SECTION II. That a regular levy of \$1,632,160.00 levied upon the taxable real and personal property situated within the City of Grandview, taxable under the laws of the State of Washington as City taxes, as 2021 taxes, as affixed by Ordinance No. 2020-___ is hereby affirmed and said amount shall be appropriated.

SECTION III. The City Clerk is hereby instructed to forthwith certify said budget and tax levy to the County Assessor of Yakima County, Washington, for the purpose of having said taxes extended on the tax roll as provided by law, and said assessor is hereby authorized to extend said taxes accordingly.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on December 8, 2020.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

PUBLISH: 12/9/20
EFFECTIVE: 12/14/20

ORDINANCE NO. 2020-___

**AN ORDINANCE OF THE CITY OF GRANDVIEW, WASHINGTON,
AMENDING THE CITY OF GRANDVIEW 2021 NON-UNION SALARY SCHEDULE**

WHEREAS, the City Council of the City of Grandview, Washington has adopted a budget for 2021; and,

WHEREAS, the City Council determined during the budget process that a 3% general salary increase for all non-union employees be allocated and included on the monthly salary matrix as an integral part thereof;

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF GRANDVIEW, WASHINGTON DO ORDAIN AS FOLLOWS:

SECTION 1: The City of Grandview 2021 Non-Union Monthly Salary Schedule is hereby amended to include the salary increases attached hereto as Exhibit 1 and incorporated herein by reference.

SECTION 2. This Ordinance shall be in full force and effect five (5) days after its passage and publication as required by law.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on December 8, 2020.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY

PUBLISHED: 12/9/20
EFFECTIVE: 12/14/20

**EXHIBIT 1
CITY OF GRANDVIEW
2021 NON-UNION MONTHLY SALARY SCHEDULE**


POSITION	MONTHLY MINIMUM	MONTHLY MAXIMUM
City Administrator/Public Works Director (hybrid position)	\$9,018	\$13,524
City Clerk/Human Resource Assistant (hybrid position)	\$6,116	\$9,173
Police Chief	\$6,085	\$9,130
Fire Chief	\$6,023	\$9,037
Assistant Police Chief	\$5,491	\$8,236
Assistant Public Works Director	\$5,215	\$7,815
Wastewater Treatment Plant Superintendent	\$5,164	\$7,746
City Treasurer	\$5,086	\$7,745
Fire Captain	\$5,034	\$7,552
Parks & Recreation Director	\$4,829	\$7,350
Library Director	\$4,239	\$6,359
Public Works Foreman	\$4,175	\$6,262
Public Works Assistant	\$3,531	\$5,296
Accounting Clerk	\$3,295	\$4,945
Utility Billing Clerk	\$3,113	\$4,738
Library Associate	\$2,963	\$4,511
Public Works Office Clerk	\$2,822	\$4,295
Receptionist	\$2,822	\$4,295

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE Municipal Engineering Services Request for Statement of Qualifications (2021-2023) – HLA Engineering and Land Surveying, Inc.	AGENDA NO.: New Business 4 (E) AGENDA DATE: November 24, 2020
DEPARTMENT Public Works Department	FUNDING CERTIFICATION (City Treasurer) (If applicable)

DEPARTMENT HEAD REVIEW

Cus Arteaga, City Administrator/Public Works Director



CITY ADMINISTRATOR

MAYOR



ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

None

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

The City's Professional Municipal Engineering Services Agreement with HLA Engineering and Land Surveying, Inc., for the years 2018, 2019 and 2020 expires December 31, 2020. The City advertised for Municipal Engineering Services Request for Statement of Qualifications and received seven (7) proposals for a new three-year agreement from 2021 through 2023.

The seven (7) engineering firms and evaluation combined scores are as follows:

- HLA Engineering and Land Surveying, Inc., Yakima, WA – 213
- Gray & Osborne, Inc., Yakima, WA – 155
- RH2 Engineers, Richland, WA – 139
- TD&H Engineering, Spokane, WA – 130
- CRW Engineering Group, Seattle, WA – 127
- LDC Inc., Woodinville, WA – 102
- Walker Consultants, Seattle, WA – 69

The three evaluating the applications were Councilmember Joan Souders, City Clerk Anita Palacios and City Administrator/Public Works Director Arteaga.

ACTION PROPOSED

Move the selection of HLA Engineering and Land Surveying, Inc., as the most qualified municipal engineering firm and direct staff to negotiate a three-year engineering services agreement, in accordance with State Law, to a regular Council meeting for consideration.

**City of Grandview
Municipal Engineering Services
Request for Statement of Qualifications
2021-2023**

Name of Firm	City Administrator/ PW Director Cus Arteaga	Councilmember Joan Souders	City Clerk Anita Palacios	Total
HLA Engineering	72	62	79	213
Gray & Osborne, Inc.	51	53	51	155
RH2 Engineers	59	31	49	139
TD&H Engineering	50	31	49	130
CRW Engineering Group	50	35	42	127
LDC Inc.	46	19	37	102
Walker Consultants	16	29	24	69



**CITY OF GRANDVIEW
MUNICIPAL ENGINEERING SERVICES
REQUEST FOR STATEMENT OF QUALIFICATIONS**

The City of Grandview is inviting Statements of Qualifications from firms interested in providing professional municipal engineering services during the 2021-2023 calendar years. The City will be selecting a consulting engineering firm for various municipal engineering services for water, sewer, drainage, and street projects, comprehensive plans, municipal planning, traffic studies, capital facilities plans, rate studies, technical reports, cost estimates, environmental reviews, plans, specifications, services during construction and funding applications. Design, plans, specifications, and services during construction for street and utility improvements may include those funded by TIB, WSDOT, STBG, WDOE, USDA, CDBG, CERB, SIED, EDA, DWSRF, PWTF, SRTS and federal stimulus grant funds.

The City may submit grant application(s) to the Washington State Department of Commerce Community Development Block Grant (CDBG) program and/or applications to other agencies/programs for funding to complete a study and/or construction project(s). Should CDBG grant funds be secured, cost plus percentage of construction cost consultant agreements will not be allowed. State and federal equal opportunity and affirmative action requirements will apply to the selection process, consultant agreement and conduct of the project.

Statements of Qualifications shall be limited to thirty (30) pages and should include relevant experience in similar work, qualifications of key personnel, familiarity with the City of Grandview and/or experience with municipalities of similar size, experience with state and federal funding programs, previous performance on public projects, and references. Three (3) copies of the Statement of Qualifications shall be submitted.

The City's selection of a consultant for these engineering services will be made from the Statement of Qualifications received at City Hall by 4:00 p.m. on Friday, October 30, 2020. Questions regarding these services and Statement of Qualifications should be directed to Cus Arteaga, City Administrator/Public Works Director, City of Grandview, 207 West Second Street, Grandview, WA 98930. Phone: 509-882-9211. The most highly rated firm will be selected for negotiation of a professional services contract. Interviews may be held at the City's discretion.

The City, in accordance with Title VI of the Civil Rights Act of 1964, 78 Stat. 252, 42 U.S.C. 2000d to 2000d-4 and Title 49, Code of Federal Regulations, Department of Transportation, Subtitle A, Office of the Secretary, Part 21, Nondiscrimination in Federally-assisted programs of the Department of Transportation issued pursuant to

such Act, hereby notifies all consultants that it will affirmatively ensure that in any contract entered into pursuant to this advertisement, disadvantaged business enterprises as defined at 49 CFR Part 23 will be afforded full opportunity to submit bids in response to this invitation and will not be discriminated against on the grounds of race, color, national origin, or sex in consideration for an award.

The City of Grandview is an equal opportunity and affirmative action employer. Qualified women- and minority-owned consultants are encouraged to respond.

Publish: Grandview Herald – 10/7/2020 & 10/14/2020
Yakima Herald – 10/4/2020 & 10/11/2020
Tri-City Herald – 10/4/2020 & 10/11/2020
Post: State Office of Minority and Women's Business Enterprise (OMWBE)

**CITY OF GRANDVIEW
AGENDA ITEM HISTORY/COMMENTARY
COMMITTEE-OF-THE-WHOLE MEETING**

ITEM TITLE Resolution accepting the Water Service Meter Equipment project as complete	AGENDA NO.: New Business 4 (F) AGENDA DATE: November 24, 2020
DEPARTMENT Public Works Department	FUNDING CERTIFICATION (City Treasurer) (If applicable) N/A

DEPARTMENT DIRECTOR REVIEW

Cus Arteaga, City Administrator/Public Works Director

CITY ADMINISTRATOR

MAYOR

ITEM HISTORY (Previous council reviews, action related to this item, and other pertinent history)

In 2019, Council approved the water meter conversion from the Master meters to the new Muller radio read water meters.

ITEM COMMENTARY (Background, discussion, key points, recommendations, etc.) Please identify any or all impacts this proposed action would have on the City budget, personnel resources, and/or residents.

In 2019, Council approved a contract with Consolidated Supply Co., for the new Mueller radio read water meters. This was a two-year water meter conversion project as existing City employees were being used to change out the 3,300 water meters. The City has received all of the water meters as per the contract with Consolidated Supply and are at the point to closeout this project upon receipt of the final invoice.

Staff recommends Council accept the project as complete once the requirements in the November 9, 2020 letter from HLA Engineering and Land Surveying, Inc., have been satisfied.

ACTION PROPOSED

Move a resolution accepting the Water Service Meter Equipment project as complete to a regular Council meeting for consideration.

November 9, 2020

City of Grandview
207 West Second Avenue
Grandview, WA 98930

Attn: Mr. Cus Arteaga
City Administrator / Public Works Director

Re: City of Grandview
WATER SERVICE METER EQUIPMENT
HLA Project No.: 19007M
Final Progress Estimate and Project Acceptance

Dear Cus:

Enclosed is Progress Estimate No. 5 designated as the Final for work performed by Consolidated Supply Co., through September 30, 2020, in connection with their contract on the above referenced project. The amount due the Contractor of \$329,075.32 is net after retainage, as per the contract documents. We recommend this Final Progress Estimate be considered and accepted by the Grandview City Council.

This letter also serves as our recommendation for acceptance of this project by the City of Grandview. We have reviewed the work performed by Consolidated Supply Co. on this project and believe it has been completed satisfactorily. Please provide us a copy of the Council resolution authorizing project acceptance.

The retainage on this project in the amount of \$34,393.83 should be released to Consolidated Supply Co., after acceptance of the project and when the following conditions have been satisfied:

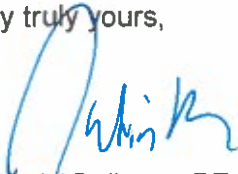
1. There are no liens or claims for labor and materials furnished on this project filed against the retainage.
2. Consolidated Supply Co. has provided proof of Washington State Sales Tax paid, in the amount of \$54,719.02, and the City of Grandview has performed its due diligence to verify the documentation.
4. The City has received the following from HLA Engineering and Land Surveying, Inc. (HLA):
 - a. A notarized certificate from the Contractor which states that all labor and materials furnished on this project have been paid for is attached.

City of Grandview
November 9, 2020
Page 2

We would appreciate receiving a copy of your Council Resolution authorizing release of retainage.

Please contact this office if you have questions or if we may furnish additional information.

Very truly yours,



Justin L. Bellamy, PE

JLB/crf

Enclosures

Copy: Charlie Sovacool, Consolidated Supply Co. (Email)

NOTARIZED STATEMENT

TO THE

City of Grandview

I hereby certify that

- a) All materials and labor used and performed in the construction of the WATER SERVICE METER EQUIPMENT – Project Number 19007M, for the City of Grandview, have been paid in full and there are no liens or other legal actions pending;
- b) Consolidated Supply Co., has complied with the provisions of Section 1-07.19 (Gratuities) of the Standard Specifications; and
- c) All industrial insurance premiums, as required under RCW 51.12.050 (Public Works) and RCW 51.12.070 (work done by contract) have been paid.

by RAA-B

Robert A. Bruce, Sr. VP / CFO
Name and Title (Please print or type)

Consolidated Supply Co.
Contractor

STATE OF Oregon)
COUNTY OF Washington) SS



SIGNED AND SWORN TO (OR AFFIRMED) BEFORE ME ON October 21, 2020

BY [Signature]
(Signature)

Notary Public Printed Name: Angela M. Shaddy

My Appointment Expires: 2/4/2022

(Please return completed CERTIFICATION form to HLA)

City of Grandview
207 West Second Avenue
Grandview, WA 98930

TO: Consolidated Supply Co.
7337 SW Kable Lane
Tigard, OR 97224

WATER SERVICE METER EQUIPMENT

HLA Project No.: 19007M

Progress Estimate No.: 5 AND FINAL

Date: September 30, 2020

Item No.	Description	Unit	Contract Quantity	Unit Price	Estimate 5 Quantity	Quantity to Date	Amount	Contract Quantity
SCHEDULE A - ELECTROMAGNETIC/ULTRASONIC WATER SERVICE METER EQUIPMENT (2019 PURCHASE)								
1	Bond, Insurance, and Submittals	LS	1	\$11,007.81	0%	100%	\$11,007.81	100%
2	Meter Data Collection and Programming Equipment, Software, and Hardware	LS	1	\$39,063.30	0%	100%	\$39,063.30	100%
3	Online Installation Assistance, Software, and Hardware Setup	LS	1	\$0.00	0%	100%	\$0.00	0%
4	Onsite Training and Instruction to Owner, O&M Documents, and Commissioning Reports	LS	1	\$0.00	0%	100%	\$0.00	0%
5	One-Year Annual Software and Hardware Maintenance Fee	LS	1	\$0.00	0%	100%	\$0.00	0%
6	5/8 x 3/4-Inch Electromagnetic/Ultrasonic Meter and MIU	EA	1,220	\$178.83	0	1,220	\$218,172.60	100%
7	5/8 x 3/4-Inch Electromagnetic/Ultrasonic or Positive Displacement Meter with Automatic Shutoff Valve and MIU	EA	50	\$344.59	0	50	\$17,229.50	100%
8	1-Inch Electromagnetic/Ultrasonic Meter and MIU	EA	167	\$286.21	0	167	\$47,797.07	100%
9	1-1/2-Inch Electromagnetic/Ultrasonic or Compound Meter and MIU	EA	5	\$627.39	0	5	\$3,136.95	100%
10	2-Inch Electromagnetic/Ultrasonic or Compound Meter and MIU	EA	45	\$710.64	0	45	\$31,978.80	100%
SUBTOTAL							\$368,386.03	
SCHEDULE B - ELECTROMAGNETIC/ULTRASONIC WATER SERVICE METER EQUIPMENT (2020 PURCHASE)								
11	One-Year Annual Software and Hardware Maintenance Fee	LS	1	\$2,704.00	0%	0%	\$0.00	0%
12	5/8 x 3/4-Inch Electromagnetic/Ultrasonic Meter and MIU	EA	1,221	\$178.83	1,221	1,221	\$218,351.43	100%
13	5/8 x 3/4-Inch Electromagnetic/Ultrasonic or Positive Displacement Meter with Automatic Shutoff Valve and MIU	EA	50	\$344.59	50	50	\$17,229.50	100%
14	1-Inch Electromagnetic/Ultrasonic Meter and MIU	EA	168	\$286.21	168	168	\$48,083.28	100%
15	1-1/2-Inch Electromagnetic/Ultrasonic or Compound Meter and MIU	EA	5	\$627.39	5	5	\$3,136.95	100%
16	2-Inch Electromagnetic/Ultrasonic or Compound Meter and MIU	EA	46	\$710.64	46	46	\$32,689.44	100%
SUBTOTAL							\$319,490.60	

Item No.	Description	Unit	Contract Quantity	Unit Price	Estimate 5 Quantity	Quantity to Date	Amount	Contract Quantity
SUBTOTAL, WORK TO DATE								\$687,876.63
PLUS MATERIALS ON HAND								\$0.00
SUBTOTAL AMOUNTS								\$687,876.63
7.9% STATE SALES TAX THROUGH 03/31/20								\$24,577.88
8.0% STATE SALES TAX BEGINNING 04/01/20								\$30,141.14
TOTAL								\$742,595.65
LESS TOTAL RETAINAGE								\$34,393.83
LESS AMOUNTS PREVIOUSLY PAID								\$379,126.50
AMOUNT NOW DUE								\$329,075.32

Progress Estimate No. 1 \$	<u>320,134.70</u>	Retainage \$:	<u>15,555.62</u>
Progress Estimate No. 2 \$	<u>28,309.63</u>	Retainage \$:	<u>1,374.26</u>
Progress Estimate No. 3 \$	<u>29,961.11</u>	Retainage \$:	<u>1,454.42</u>
Progress Estimate No. 4 \$	<u>721.06</u>	Retainage \$:	<u>35.00</u>
Progress Estimate No. 5 AND FINAL \$	<u>329,075.32</u>	Retainage \$:	<u>15,974.53</u>

I hereby certify that the foregoing is a true and correct statement of the work performed under this Contract.


Justin L. Bellamy, PE

ACCEPTED:

I hereby accept the Final Progress Estimate and Final Contract Voucher Certification, in accordance with Section 1-09.9 of the WSDOT Standard Specifications.


Consolidated Supply Co.

11/2/20
Date:

RESOLUTION NO. 2020-_____

**A RESOLUTION OF THE CITY OF GRANDVIEW, WASHINGTON,
ACCEPTING THE WATER SERVICE METER EQUIPMENT PROJECT
AS COMPLETE**

WHEREAS, the City contracted with Consolidated Supply, Co., to provide new Mueller radio read water meters; and,

WHEREAS, the City's Public Works Director has determined that the meters provided by Consolidated Supply Co., on this project is complete and ready for final acceptance by the City Council,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF GRANDVIEW, AS FOLLOWS:

The City of Grandview accepts the Water Service Meter Equipment project as complete and authorizes staff to release the retainage to Consolidated Supply Co., once the conditions in the November 9, 2020 letter from HLA Engineering and Land Surveying, Inc., have been satisfied.

PASSED by the **CITY COUNCIL** and **APPROVED** by the **MAYOR** at its regular meeting on _____, 2020.

MAYOR

ATTEST:

CITY CLERK

APPROVED AS TO FORM:

CITY ATTORNEY



Memorandum

To: Mayor & Council

From: Cus Arteaga, City Administrator/Public Works Director

Date: November 12, 2020

Re: Radio Read Water Meters – Opt-Out Option

INFORMATION: On October 20, 2020, Amelia Alcala from 707 West Concord Avenue requested that the City implement an “opt-out” option regarding the radio frequency read water meters. She is under the impression that these types of water meters will cause health issues because of radiation that they could omit. In an email, she provided examples of other utilities (such as power and gas) in which they offer an opt-out option.

The City’s water meters are located approximately 15-feet away from the residence. In addition, all the information the City has researched and been provided by the meter supplier supports that the water meters are safe for the following reasons:

- Radio frequency transmission from water meters decreases as the distance from the residence increases.
- Radio devices transmit (radio frequency) when they are in use and a water meter is only in use a fraction of the time compared to cellphones and/or another electrical household devices.

As part of our research, we also contacted other municipal agencies that are using the radio frequency water meters asking if they had an opt-out option:

- Yakima – No
- Toppenish – No
- Sunnyside No
- Prosser – No
- West Richland – No

As the City continues to grow, we must be creative and find ways of meeting the daily workload demands, but most importantly, we must keep operational costs affordable. The automated water meter reading system helps accomplish this by reducing the required manpower to read water meters manually. This is estimated at approximately \$40,000 per year. In addition, this system provides important data when evaluating customer consumption and/or usage.

If we provide an opt-out option, we can potentially jeopardize the \$1 million water meter investment because we will not be able to maximize the many options available with this new equipment.

RECOMMENDATION: I do not recommend that the City provide an opt-out option. The City has been using radio read water meters for over 12-years with no health issues reported. In addition, the water meters are not connected directly to the home as is the electrical and gas meters. The water meter is safer than a cellphone, a microwave oven, a computer and/or a television. I am also not aware of any requirement or law that requires a water utility and/or City to provide an opt-out option.

I request Council authorize the City Attorney to write a letter to the Ms. Alcala informing her that the City will **not** be implementing an opt-out option regarding the use of the radio read water meters within the City of Grandview.