

CITY ADMINISTRATOR
ROBERT OMANS

CITY CLERK
DEBBIE LEE

FINANCE DIRECTOR
ROBIN NEWCOMB

PUBLIC WORKS DIRECTOR
MATHEW BAILEY

POLICE CHIEF
RICH ALBO

FIRE CHIEF
ED MILLS

PLANNER
COLLEDA MONICK

Public Works & Community Development Committee

Agenda
June 4, 2025
12:00 PM



119 W FIRST STREET
CLE ELUM, WA 98922

MAYOR
MATTHEW LUNDH

MAYOR PRO TEM
STEVEN HARPER

PUBLIC WORKS &
COMMUNITY
DEVELOPMENT
COMMITTEE
STEVEN COOK
KEN RATLIFF - CHAIR
JERRED WEIS

CITY ATTORNEY
ALEXANDRA KENYON

Join Virtually with Zoom: <https://zoom.us/j/7573184018?pwd=dERndjBJVC9GdVQ1d2ISRExwZFhXZz09>
Meeting ID: 757 318 4018 Passcode: 98922

Join by Phone: 1-(253)215-8782, Meeting ID: 757 318 4018, Passcode:98922

TextMyGov

Receive city text alert notifications: text CLEELUM to 91896

DISCLAIMER: The City does not guarantee that virtual or telephonic access to the City Council meeting will be available and the City does not warrant audio quality. Attendees are encouraged to attend in-person.

1. **Call to Order/Pledge of Allegiance**
2. **Unfinished Business**
 - a. Cemetery Code Amendment Ordinance - Mathew Bailey, Public Works Director
 - Cemetery Citizen Committee Report - Rebecca Hackett
 - b. Federal Local Bridge Program - Mathew Bailey, Public Works Director
 - c. Signage at Laurel Hill Cemetery - Mathew Bailey, Public Works Director
 - d. UKC Baseball Further Discussion
 - e. Sewer Usage Reimbursement - Alpine Lodge
3. **New Business**
 - a. May 7, 2025, Meeting Minutes
 - b. 13.10.080 Low Income Housing Facilities Schedule of Charges - Mike Heit, HLA
 - c. Flag Pole Park Proposal - Gary Berndt, Rotary
 - d. Montgomery Water Main Replacement - Mathew Bailey, Public Works Director
 - e. Alleyway Sewer Lining Project - Mathew Bailey, Public Works Director
4. **Other Committee Comments**
5. **Adjourn**

Public Works & Community Development Committee Agenda June 4, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Upcoming Meetings:

Regular Council Meeting: June 10, 2025 @ 6:00 p.m.

Lodging Tax & Events Committee Meeting: June 11, 2025 @ 8:30 a.m.

Historic Preservation Commission Meeting: June 17, 2025 @ 3:00 p.m.

Planning Commission Meeting: June 17, 2025 @ 6:00 p.m.

Public Safety & Health Committee Meeting: June 18, 2025 @ 2:00 p.m.

General Government Committee Meeting: June 25, 2025 @ 8:30 a.m.

Next Public Works & Community Development Committee Meeting: July 2, 2025 @ 2:00 p.m.

Coal Mines Trail Commission Meeting: July 7, 2025 @ 6:00 p.m.

General Government Committee Meeting: June 25, 2025 @ 8:30 a.m.

Proposed City of Cle Elum Cemetery Rules and Policies

Hours of Operation

- The cemetery is open daily from dawn to dusk.
- Funerals and burials must be scheduled in advance with the City of Cle Elum.

Conduct and Behavior

- Visitors must conduct themselves in a respectful and quiet manner at all times.
- Loud music, alcohol, and any disruptive behavior are strictly prohibited.
- Pets must be leashed, and owners are required to clean up after them.

Floral and Decoration Guidelines

****Flowers and Containers****

- Fresh-cut flowers are allowed year-round in approved or unbreakable containers no larger than the marker.
- Containers must be placed on the marker, not in the grass.
- Items may not be tied, wired, glued, or otherwise attached to the marker.
- Permanent containers (other than approved vases) are not permitted and will be removed.

****Potted Plants****

- Live potted plants may be placed on the marker only, not in the grass.
- Maintenance of potted plants is the responsibility of the person who placed them.
- It is recommended that potted plants be removed promptly to prevent damage to the marker.

****Unauthorized Decorations****

- Not permitted: statues, permanent plantings, rocks, candles, breakable items, toys, stuffed animals, or any item deemed inappropriate.

****Holiday and Special Occasion Decorations****

- Christmas decorations, wreaths, and grave blankets (max size: 3 ft x 5 ft) are allowed from Thanksgiving through February 1.
- Items will be discarded 30 days after the posted removal date.
- Silk flowers and artificial plants are permitted one week before to one week after Easter, Memorial Day,

Mother's Day, Father's Day, Independence Day, and Veterans Day.

Endowment Care and Grounds Maintenance

- Routine maintenance includes mowing, trimming, and removal of unauthorized items.
- Withered, faded, or displaced floral arrangements may be removed and discarded.
- Decorations affected by weather or other factors may be removed to maintain cemetery appearance.

Burial and Maintenance Regulations

- Burial plots must be maintained in accordance with City guidelines.
- Families are responsible for compliance with decoration and maintenance policies.
- The City reserves the right to remove unauthorized, deteriorated, or inappropriate items.

Prohibited Activities

- Unauthorized digging, planting, or altering gravesites is strictly prohibited.
- Commercial activity, solicitation, and advertising are not allowed.
- Firearms and fireworks are prohibited, except during official military honors.

Military Honors and Ceremonies

- Veterans may be eligible for military honors in accordance with federal guidelines.
- Military markers and flags must comply with cemetery regulations.

Compliance and Enforcement

- Visitors must comply with all cemetery rules and policies.
- The City reserves the right to enforce these policies and remove non-compliant items.

For questions or additional information, please contact the City of Cle Elum.

Proposed City of Cle Elum Cemetery Rules and Policies

The City of Cle Elum Cemetery operates in accordance with standards that reflect the policies of national cemeteries. The following rules and policies ensure the dignity, safety, and maintenance of the cemetery:

Hours of Operation

- The cemetery is open to visitors from dawn to dusk daily.
- Funerals and burials must be scheduled in advance with the City of Cle Elum.

Conduct and Behavior

- Visitors must always conduct themselves in a respectful manner.
- No loud music, alcohol, or disruptive behavior is permitted.
- Pets must be leashed, and owners must clean up after them.

Floral and Decoration Guidelines

- As a general rule, silk flowers and potted plants will be allowed on graves:
 - For a period extending 10 days before Easter Sunday to 10 days after.
 - For a period extending 10 days before Memorial Day to 10 days after.
 - Christmas wreaths, potted poinsettias, and other seasonal adornments may be placed on graves from December 1st through January 31st.
- Floral items should be placed at the side of headstones in line with the headstone row. This allows for equipment operations and prevents damage to floral items.
- Floral items should not be secured to headstones or markers.
- Permanent plantings, statues, vigil lights, breakable objects, pinwheels, balloons, toys, stuffed animals, and similar commemorative items are not permitted on the graves at any time.
- Do not place any items that are considered offensive, inconsistent with the dignity of the cemetery, or considered hazardous to cemetery personnel.

Burial and Maintenance Regulations

- Burial plots must be maintained in accordance with City guidelines.

- Families are responsible for ensuring compliance with decoration and maintenance policies.
- The City reserves the right to remove unauthorized or deteriorated items.

Prohibited Activities

- Unauthorized digging, planting, or modification of gravesites is strictly prohibited.
- Commercial activity, solicitation, and advertising within the cemetery are not allowed.
- Firearms and fireworks are prohibited, except for military honors ceremonies.

Military Honors and Ceremonies

- Veterans may be eligible for military honors in accordance with federal guidelines.
- Military markers and flags must be placed in accordance with cemetery regulations.

Compliance and Enforcement

- Visitors and families must adhere to all City of Cle Elum Cemetery rules and regulations.
- The City reserves the right to enforce these policies, including removal of non-compliant items.

For further information or assistance, please contact the City of Cle Elum.

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Hours of Operation

- The cemetery is open to visitors from dawn to dusk daily.
- Funerals and burials must be scheduled in advance with the City of Cle Elum.

Conduct and Behavior

- Visitors must always conduct themselves in a respectful manner.
- No loud music, alcohol, or disruptive behavior is permitted.
- Pets must be leashed, and owners must clean up after them.

Floral and Decoration Guidelines **Fresh flowers only April 1 through September 30 except for below:**

- As a general rule, silk flowers and potted plants will be allowed on graves:
Commencing at the end of the mowing season September 30 through April 1
Additionally ○ For a period extending 10 days before Easter Sunday to 10 days after.
Mother's day; Father's Day; all other federal holidays
○ For a period extending 10 days before Memorial Day to 10 days after.
○ Christmas wreaths, potted poinsettias, and other seasonal adornments may be placed on graves from December 1st through January 31st.

Whenever possible to the side --OR-- utilizing an existing in-ground vase already installed

- Floral items should be placed at the side of headstones in line with the headstone row. This allows for equipment operations and prevents damage to floral items.
- Floral items should not be secured to headstones or markers. **Silk flowers should be secured to prevent wind from blowing them away**
- Permanent plantings, statues, vigil lights, breakable objects, pinwheels, balloons, toys, stuffed animals, and similar commemorative items are not permitted on the graves at any time. **This is overly restrictive, especially for parents in grief. We need to come up with a better way to address this. Part of it is OK; part is not.**
- Do not place any items that are considered offensive, inconsistent with the dignity of the cemetery, or considered hazardous to cemetery personnel.

Burial and Maintenance Regulations

- Burial plots must be maintained in accordance with City guidelines.

- Families are responsible for ensuring compliance with decoration and maintenance policies.
- The City reserves the right to remove unauthorized or deteriorated items.

Prohibited Activities

- Unauthorized digging, planting, or modification of gravesites is strictly prohibited.
- Commercial activity, solicitation, and advertising within the cemetery are not allowed.
- Firearms and fireworks are prohibited, except for military honors ceremonies.

Military Honors and Ceremonies

- Veterans may be eligible for military honors in accordance with federal guidelines.
- Military markers and flags must be placed in accordance with cemetery regulations.

Compliance and Enforcement

- Visitors and families must adhere to all City of Cle Elum Cemetery rules and regulations.
- The City reserves the right to enforce these policies, including removal of non-compliant items.

For further information or assistance, please contact the City of Cle Elum.

Cemetery citizen committee report

Darcie and I went to the cemetery yesterday

Tuesday June 3rd

Henry finally got a vacation and I hope he is enjoying it.

Darcie and I got our exercise.

We counted all artificial flowers, live flowers which are fresh cut and potted plants.

We also counted how many live plants were completely dead and how many were dying but I watered them in an attempt to revitalize them and didn't count them as dead only as dying.

I also noted the amount of garbage picked up.

- Artificial Flowers- 716

- Live Flowers- 407

Of that

- Dead- 126 of 407 (30.9582%)

- Dying- 137 of 281 (48.75%)

I watered all 137 dying plants

- Garbage picked up- 1/2 Safeway bag

Plus 2 large branches

Previously our committee met up at the cemetery on Tuesday May 20th and walked through the cemetery and had discussions while walking and waiting to see if Ken came up. He didn't and Matt was unable to make it do to work but had offered to zoom if we went back to funeral home and had discussions, which we didn't.

We came up with what we thought would be helpful rules or guidelines.

Cemetery

- Hours of cemetery are dawn to dusk
- No glass vases or glass items
- Nothing can interfere with maintenance of cemetery.
- Cemetery caretaker/sexton has the right to remove items that interfere with maintenance or are dead.
- Please maintain any live flowers or plants or remove them if you don't want them disposed of when they die.

- The city, or volunteer crew, will perform a 2 week spring clean up each year. Anything in the way of this clean up will be disposed of, So please remove any items that may interfere or make sure they are not in the way during this period.

We feel this will cover the current issues that may create extra man hours or hazards or just plain ugliness.

These could be posted on a sign at the entrances. With a starting date noted.

I have gone to the Kiwanis and they are willing to sponsor volunteer clean up days.

I just need to get them cost amounts and times. They would help with trash bags, transfer station fees, and possibly help with water, pop and such for the crews.

I believe if we did that say 3 times a year.

Spring clean up, Memorial Day (before or after), and early fall, I think it could help keep city man hours and costs down.

I of course would verify dates with the city so we don't conflict with any services or events they have going up there.

I'm also working on getting you at least 6 new metal garbage cans.

I would like to take a moment to thank Beau Kretschman and the other workers who have helped maintain the cemetery this year. It has looked very loved and cared for this year.

I know Darcie and myself and many others have spent time helping where and when we could but the city has just done a fantastic job this year. Thank you.

I hope we can keep working together on making our cemetery a very beautiful place.

Sincerely, the Cemetery Citizen Committee,

Rebecca Hackett

Darcie Correa

Henry Johnson

in conjunction with

Matt Bailey- Public Works

Ken Ratliff- Community Development



Section 1 - Application Information

Agency City of Cle Elum		Date 4-24-2025
Agency Contact Mathew Bailey	Phone (509) 674-5126	Email mbailey@cleelum.gov
Bridge Contact Michael Uhlman	Phone (509) 952-2921	Email muhlman@hlcivil.com

Section 2 - Project Type & Status

Project Type	Project Status
☒ Replacement Candidate <i>Complete Section 3a</i>	☐ Preliminary Plans Complete
☐ Rehabilitation Candidate <i>Complete Section 3a</i>	☐ Design Complete
☐ Preventative Maintenance (single bridge) <i>Complete Section 3b</i>	☐ Construction Ready
☐ Preventative Maintenance (multiple bridges) <i>Complete Section 3c</i>	☒ <u>Project in Planning Phase Only</u>

Provide a brief description of how this project has been considered in the owner's current asset management plan.

The City of Cle Elum (City) has identified the 1st Street Bridge over Crystal Creek as a priority structure within its asset management strategy, which emphasizes risk reduction, structural integrity, and long-term serviceability. Originally constructed in 1928, the bridge is one of the City's oldest and serves as the primary access between downtown and the west side of the City, providing a direct connection to I-90. There is no viable redundant route between these areas; closure of the bridge would leave only indirect local roads, significantly impacting mobility and emergency response. The bridge has been monitored through regular NBIS inspections, most recently in October 2024. While not flagged for historical significance, its age and critical role in the local transportation network warrant proactive planning for replacement. The bridge's condition and essential function in the network underscore its importance in Cle Elum's capital planning and support the City's goal of maintaining safe, reliable, and connected infrastructure.

Section 3 - Project Information

Section 3a - Replacement or Rehabilitation Project Information

Structure ID

Bridge Number

Bridge Name

08546500

CLE ELUM5

ROSLYN CR-W 1ST ST

Bridge is eligible by which of the following criteria:

- ☒ Overall Poor condition (lowest overall condition code ≤ 4)
- ☐ Inventory rating factor < 0.30 and bridge is load posted for all legal loads
- ☐ Waterway is inadequate and bridge is frequently overtopped (waterway adequacy ≤ 2)
- ☐ Other - describe: _____

Provide a brief project description, including bridge replacement type.

The City of Cle Elum is undertaking full replacement of the 1st Street Bridge over Crystal (Roslyn) Creek, originally constructed in 1928. The existing structure is in poor condition, with a superstructure rating of 4 and documented issues including spalling, exposed rebar, slab delamination, and scour. The replacement bridge will be a 60-foot-long (Back of pavement seat to back of pavement seat), 40-foot-wide voided slab structure (24-inch depth), supported by concrete piles. It will include two vehicular travel lanes, sidewalks on both sides, and single-slope concrete barriers to improve safety and ADA accessibility. As the only primary access between downtown Cle Elum and the west side of the City, the bridge is a critical transportation link for residents, emergency response, and commerce. The new structure will eliminate structural concerns and ensure long-term serviceability in compliance with current WSDOT standards.

Provide proposed bridge geometry for replacement or full deck rehabilitation project.

Proposed Length

Proposed Curb to Curb Width

60'

24' Curb to Curb, 40' Out to Out.

The following general items have been considered, check all that apply:

- ☒ ADA accessibility design requirements and its impacts on design and construction cost estimates
- ☒ Permitting time for in/over-water work and its impact on the expected project timeline
- ☒ Stormwater drainage requirements and its impact on design and construction cost estimates
- ☒ Roadway approach requirements and impact on total cost of the project (up to 15% may be included in eligible bridge costs)

Section 3b - Preventative Maintenance Project Information (single bridge)

Structure ID

Bridge Number

Bridge Name

Preventative Maintenance Type

- ☐ Scour Mitigation
- ☐ Seismic Retrofit
- ☐ Steel Bridge Painting
- ☐ Deck Repair

Bridge is eligible by which of the following criteria:

- ☐ Bridge is scour critical (scour critical code ≤ 3 or U -OR- scour vulnerability = C, D, E, or U)
- ☐ Seismic vulnerability study/analysis has been completed and shows structure is at-risk
- ☐ Steel protective coating element has $> 2\%$ of total quantity in Condition State 4
- ☐ Deck surface or overlay element has $> 2\%$ of total quantity in Condition States 2 + 3 + 4
- ☐ Other - describe: _____

Provide a brief project description.

Section 3c - Bundled Preventative Maintenance Project Information (multi. bridge)

Structure ID	Bridge Number	Bridge Name

If more than 5 bridges in the project, include additional structures as an addendum.

Preventative Maintenance Type

- ☐ Scour Mitigation
- ☐ Seismic Retrofit
- ☐ Steel Bridge Painting
- ☐ Deck Repair
- ☐ Other - describe:

Provide a brief project description.

Section 4 - General Project Information

Will this project... (check all that apply):

Mitigate current bridge posting?

☒

No

☐

Yes, all legal trucks

☐

Yes, SHVs only

☐

Yes, emergency vehicles

Mitigate other bridge restriction?

☒

No

☐

Yes, describe below

Remove scour critical coding?

☒

No

☐

Yes

Require in-water construction work?

☐

No

☒

Yes

Comments or additional relevant information.

While the 1st Street Bridge is not currently classified as scour critical under NBIS coding, ongoing inspections have documented active scour concerns that warrant monitoring and future mitigation (Scour Critical Code: 6). The most recent inspection in October 2024 identified a developing scour hole at the northeast corner of the structure, approximately 10 square feet in area and 2.5 feet deep, exposing the concrete channel floor. Although the bridge does not meet the scour-related threshold for program eligibility, these findings indicate a vulnerability that reinforces the need for proactive replacement. The City continues to monitor this condition closely and recognizes the importance of addressing potential undermining to ensure the long-term safety and resilience of this critical crossing.

Replacement of the 1st Street Bridge will require limited in-water work during removal of the existing structure, as portions of the current bridge extend within the ordinary high water mark (OHWM) of the active channel. However, construction of the new bridge will occur entirely outside of the OHWM, with abutments and foundations set back from the creek. All permanent work will be completed in the dry, minimizing environmental impacts.

Section 5 - Project Cost

Local Agency Match Funds (not required, but indicate if available)

- ☐ Agency has allocated funds for non-eligible costs
- ☐ Other funding sources have been secured for non-eligible costs
- ☐ Other funding sources are in consideration for non-eligible costs
- ☒ No local funding is anticipated

Section 5a - Replacement, Rehabilitation, Scour, Seismic, or Steel Painting Projects

PE Costs (approximately 25% of total)	\$ 421,650
<i>Soils, environmental, design documents, plans preparation, etc.</i>	
Right of Way Costs	\$ 0
<i>Purchases, relocation and construction easement</i>	
Construction Costs	\$ 1,686,600
<i>Environmental mitigation, approach costs (15%), structure costs, etc.</i>	
Construction Engineering (18%)	\$ 303,590
Contingency (15%)	\$ 252,990
Mobilization (10%)	\$ 168,660
Inflation Factor (5% per year, based on projected ad date)	\$ 168,660
TOTAL COST	\$ 3,002,150

If a Rehabilitation project, what would be the Replacement cost for that same structure, including PE, right of way, and construction?

Similar Replacement Total Cost _____

Section 5b - Deck Repair or Other Preventative Maintenance Projects

TOTAL COST _____

If relevant, submit supplemental cost information as an attachment to this application.

Section 6 - Project Schedule

	MM/YY		MM/YY
Project Added to Local Agency TIP	<u>06/25</u>	Right of Way Start	_____
Project Added to Regional TIP	<u>07/25</u>	Right of Way Complete	_____
Project Added to STIP	<u>09/25</u>	Geometric/30% Design Complete	<u>04/26</u>
Project Definition Begin PE	<u>01/26</u>	General Plan/60% Design Complete	<u>06/26</u>
NEPA Kick Off	<u>04/26</u>	Advertisement	<u>03/27</u>
Environmental Docs Approved	<u>02/27</u>	Contract Awarded	<u>04/27</u>
		Open to Traffic	<u>10/27</u>

Section 7 - Application Checklist

- ☒ Completed Application
- ☒ Bridge SI&A Sheet
- ☒ Current Inspection Report(s)
- ☒ Electronic Photos

If applicable for project type:

- | | |
|--|---|
| ☐ Load Rating Summary Sheet | ☐ Bridge Plans (existing bridge) |
| ☐ Load Rating Report | ☐ Preliminary Bridge Plans |
| ☐ Scour Appraisal | ☐ _____ |
| ☐ Scour Plan of Action | ☐ _____ |
| ☐ Seismic Evaluation | ☐ _____ |

CITY OF CLE ELUM
CLE ELUM 05 (ROSLYN CR-W 1ST ST)
Engineer's Opinion of Construction Cost
Local Bridge Program Application
HLA Project No. 25010G

4/11/2025

Item No.	Description	Payment Specification	Unit	Unit Cost	Overall Quantity	Overall Cost
1	Minor Change	1-04.4(1)	FA	\$25,000.00	1	\$25,000.00
2	SPCC Plan	1-07.15(1)	LS	\$2,500.00	1	\$2,500.00
3	Mobilization (10% of Project Sub-Total - INCLUDED BELOW)	1-09.7	LS	\$0.00	1	\$0.00
4	Project Temporary Traffic Control	1-10.5	LS	\$55,000.00	1	\$55,000.00
5	Clearing and Grubbing	2-01.5	LS	\$10,000.00	1	\$10,000.00
6	Removal of Structures and Obstructions	2-02.5	LS	\$5,000.00	1	\$5,000.00
7	Removing Existing Bridge	2-02.5	LS	\$45,000.00	1	\$45,000.00
8	Unclassified Excavation Incl. Haul	2-03.5	CY	\$75.00	300	\$22,500.00
9	Structure Excavation Class A Incl. Haul	2-09.5	CY	\$50.00	300	\$15,000.00
10	Shoring or Extra Excavation Cl. A	2-09.5	LS	\$52,000.00	1	\$52,000.00
11	Crushed Surfacing Base Course	4-04.5	TON	\$50.00	300	\$15,000.00
12	Crushed Surfacing Top Course	4-04.5	TON	\$60.00	150	\$9,000.00
13	HMA Cl. 3/8-Inch PG 64S-28	5-04.5	TON	\$200.00	150	\$30,000.00
14	Conc. Class 4000 For Bridge	6-02.5	CY	\$1,200.00	130	\$156,000.00
15	St.Reinf. Bar for Bridge	6-02.5	LB	\$1.75	40,000	\$70,000.00
16	Superstructure	6-02.5	LS	\$610,000.00	1	\$610,000.00
17	Gravel Backfill for Wall	6-02.5	CY	\$55.00	230	\$12,650.00
18	Bridge Approach Slab	6-02.5	SY	\$450.00	230	\$103,500.00
19	Expansion Joint System Compression Seal - Superstr.	6-02.5	LF	\$150.00	80	\$12,000.00
20	Furnishing and driving concrete test pile	6-05.5	EA	\$12,000.00	2	\$24,000.00
21	Furnishing Conc. Piling - 16 In.	6-05.5	LF	\$290.00	720	\$208,800.00
22	Driving Conc. Pile -16 In.	6-05.5	EA	\$3,000.00	13	\$39,000.00
23	Bridge Railing Type BP 12 - Superstructure	6-06.5	LF	\$110.00	220	\$24,200.00
24	Single Slope Traffic Barrier	6-10.5	LF	\$200.00	220	\$44,000.00
25	Underdrain Pipe 6 In. Diam	7-01.5	LF	\$25.00	90	\$2,250.00
26	Storm Sewer Pipe 12 In. Diam.	7-04.5	LF	\$85.00	35	\$2,975.00
27	Underdrain Pipe Infiltration Trench System 12 In. Diam.	7-04.5	LF	\$180.00	45	\$8,100.00
28	Catch Basin Type 1	7-05.5	EA	\$2,500.00	2	\$5,000.00
29	Catch Basin Type 2 48 In. Diam.	7-05.5	EA	\$5,000.00	1	\$5,000.00
30	Shoring or Extra Excavation	7-08.5	LF	\$100.00	79	\$7,900.00
31	ESC Lead	8-01.5	DAY	\$100.00	20	\$2,000.00
32	Cement Conc. Traffic Curb and Gutter	8-04.5	LF	\$40.00	410	\$16,400.00
33	Cement Conc. Sidewalk, 4-Inch Thick	8-14.5	SY	\$80.00	140	\$11,200.00
34	Cement Conc. Sidewalk, 6-Inch Thick	8-14.5	SY	\$90.00	140	\$12,600.00
35	Quarry Spalls	8-15.5	CY	\$100.00	100	\$10,000.00
36	Permanent Signing	8-21.5	LS	\$4,500.00	1	\$4,500.00
37	Pavement Markings	8-22.5	LS	\$7,500.00	1	\$7,500.00
38	Gravel Backfill for Drain	9-03.12(4)	CY	\$100.00	10	\$1,000.00

Subtotal \$1,686,575.00

Assumptions: **Total Estimated Construction Cost \$1,686,600.00**

- 60' Length on pile foundations
- Bridge is 40' wide out to out
- Single Slope Traffic Barrier on either side
- Elevation of superstructure to increase by roughly 1'
- Extend HMA ±80' from west end of bridge
- Extend HMA ±130' from east end of bridge to intersection
- Storm drainage only on west side of structure
- 20' approach slab on either end

PE Costs 25% \$421,700.00
Right-of-Way - \$0.00
Construction Engineering 18% \$303,588.00
Contingency 15% \$252,990.00
Mobilization 10% \$168,660.00

Total Estimated Project Cost \$2,833,538.00

First Year of Inflation 5% \$84,330.00

Total Estimated Project Cost after First Year \$2,917,868.00

Second Year of Inflation 5% \$84,330.00

Total Estimated Project Cost after Second Year \$3,002,198.00

BRIDGE INSPECTION REPORT

Page 1 of 4

Printed On: 2/6/2025

CD Guid: 50881a61-43fe-47f6-9cd2-afab8fede1d1

Agency: Cle Elum

Program Mgr: Sonia L. Lowry

CD Status: Released

Release Date: 1/13/2025

Structure No.	CLE ELUM5	SID	08546500	Structure Name	ROSLYN CR-W 1ST ST
Carrying	W 1ST ST	Route On	00220	Mile Post	50.00
Intersecting	ROSLYN CREEK\ROSLYN CREEK	Route Under		Mile Post	

Inspector's Signature	KWP	Cert #		Cert Exp Date		Co-Inspector's Signature	
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Current Inspections Performed

Report Type	Subtype	Rsk Mthd	Begin Date	Comp Date	Interval	Due Date	Hours	Inspector	Cert No	Co-Insp
Informational		1	1/13/2025	1/13/2025				KWP		N/A

Component Condition Ratings				Appraisal				Miscellaneous Fields			
P		Overall Condition Classification (BC12)	5		Scour Critical (NBI Disc)	(1680)	1928		Year Built		(BW01)
6		FHWA Deck Overall (BC01)	A		Scour Vulnerability	(BAP03)	3.00		Asphalt Depth		(WIE30)
6		WSDOT Deck Overall (WC01)	0		Scour Plan of Action	(BAP04)	5.00		Design Curb Height		(WIE31)
7		Bridge Railings (BC05)	6		Waterway (NBI Disc)	(1662)	32.00		Bridge Rail Height		(WIE32)
N		Bridge Railing Transitions (BC06)	2		Overtopping Likelihood	(BAP02)	0		Number of Utilities		(WIE33)
N		Bridge Joints (BC08)	F		Appr Roadway Align	(BAP01)	N		Subject to NBIS		(WIE34)
4		Superstructure Overall (BC02)			Fatigue Details	(BIR02)			Inspn QA Date		(BIE09)
N		NSTM Inspection (BC14)	0		Seismic Vulnerability	(BAP05)			Inspection Flags		
N		Bridge Bearings (BC07)	Optional Condition Ratings								
6		Substructure Overall (BC03)	9		Drain Condition	(LP01)					
N		UW Inspection (BC15)	7		Retaining Wall Condition	(LP02)	N				
N		Culvert Overall (BC04)									
7		Scour Condition (BC11)									
6		Channel Condition (BC09)									
5		Channel Protection (BC10)									
5		Chan/Prot (NBI Disc)	(1677)								
N		Pier/Abut/Prot (NBI Disc)	(1679)								

BMS Elements

Element	Element Description	Total	Units	CS 1	CS 2	CS 3	CS 4
Deck Elements							
16	Bridge Deck Surface	726	SF	726	0	0	0
330	Metal Bridge Rail	44	LF	44	0	0	0
510A	Asphaltic Concrete Overlay	726	SF	726	0	0	0
Superstructure Elements							
38A	Reinforced Concrete Solid Slab	726	SF	649	0	77	0
Substructure Elements							
200	Abutment Fill	2	EA	2	0	0	0
215	Concrete Abutment	70	LF	66	0	4	0
Scour and Channel Elements							

BRIDGE INSPECTION REPORT

Page 2 of 4

Printed On: 2/6/2025

CD Guid: 50881a61-43fe-47f6-9cd2-afab8fede1d1

Agency: Cle Elum

Program Mgr: Sonia L. Lowry

CD Status: Released

Release Date: 1/13/2025

Structure No.	CLE ELUM5	SID	08546500	Structure Name	ROSLYN CR-W 1ST ST
Carrying	W 1ST ST	Route On	00220	Mile Post	50.00
Intersecting	ROSLYN CREEK\ROSLYN CREEK	Route Under		Mile Post	

BMS Elements (Continued)

Element	Element Description	Total	Units	CS 1	CS 2	CS 3	CS 4
Scour and Channel Elements							
361	Scour - Smart Flag	1	EA	1	0	0	0

Notes

General Notes

0 Orientation - Bridge is oriented east to west.

BAP01 Alignment - Coded 'F' Fair, due to the stop light intersection east of the bridge.

WIE20 Soundings - There is a concrete floor through the structure.

Deck Notes

BC01 Deck - Coded '6' Satisfactory due cracks and potholes apparent in top surfacing.

16 Bridge Deck Surface - Bridge deck is covered with HMA and is not visible for inspection. See Element 800.

330 Metal Bridge Railing - Edge mounted metal w-beam rail new in 2022. No defects noted.

510A Asphaltic Concrete (AC) Overlay - There is HMA overlay over the structure. There are 1/2 in. transverse cracks at each bridge end with a 2 ft. long x 10 in. wide pothole in the westbound lane prior to the east approach end. See photo 3.

Superstructure Notes

BC02 Superstructure - Coded '4' Poor, due to widespread moderate and isolated major defects. Noted defects are spalls with exposed rebar, rebar with noticeable section loss, and cracking and delamination in slab soffit.

38A Concrete Slab - This is a cast in place concrete slab.

The north side slab edge is spalled with exposed rebar near the east end. The spalled area is 5 ft. long x 5 in. high x 1 ft. wide with a 1/2 in. crack extending from the spalled area to the west for another 18 in. The exposed rebar is a single strand on the outside and 4 strands on the underside of slab. Rebar has flaking rusted with minor section loss. See photos 4 and 5. (5 SF - CS3)

There is a 1 ft. long spall with exposed rusty rebar in slab soffit near the NW corner. See photo 6. (1 LF - CS3)

Slab soffit north of center has a large rock pocket area with exposed longitudinal rusty rebar. See photo 7. (16 SF - CS3)

Slab midspan has a 1/4 in. longitudinal crack that extends across the soffit of slab, down into abutment walls. There is 3 in. of exposed rebar at midspan and moisture and rust staining along crack length.

The concrete on either side of the crack is delaminating. See photo 8. (40 SF - CS3)

The south edge of the slab at the east end is spalled with exposed rusty rebar. Spall is 5 ft. long x 4 in. high x 8 in. wide. Section loss in rebar is approx. 1/8 in. See photo 9. Repair No. 6 (5 SF - CS3)

There are 1/8 in. diagonal cracks between the deck slab and the wingwalls at the NE and SE corners. See photo 10. (10 SF - CS3)

Substructure Notes

BC03 Substructure - Coded '6' Satisfactory due to isolated moderate defects in the abutment walls with cracking and delaminated concrete.

200 Abutment Fill - There are wingwalls at all corners retaining fill.

Wingwalls have minor diagonal cracking.

215 Concrete Abutment - Cast in place abutments have small areas with poor consolidation from construction.

Both abutment walls have a 1/4 in. transverse crack with water and rust staining at midspan that is connected to the crack extending across the slab soffit. See photo 11. (4 LF - CS3)

Scour and Channel Notes

BC10 Channel Protection - Coded '5' Fair, vegetation is starting to restrict the channel.

361 Scour - A scour hole is forming at the NE corner inside the structure. Hole is approx. 10 SF in diameter and 2-1/2 ft. deep. Concrete floor can be seen in this location. See photo 12. Monitor.

BRIDGE INSPECTION REPORT

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Printed On: 2/6/2025

CD Guid: 50881a61-43fe-47f6-9cd2-afab8fede1d1

Agency: Cle Elum

Program Mgr: Sonia L. Lowry

CD Status: Released

Release Date: 1/13/2025

Structure No.	CLE ELUM5	SID	08546500	Structure Name	ROSLYN CR-W 1ST ST
Carrying	W 1ST ST	Route On	00220	Mile Post	50.00
Intersecting	ROSLYN CREEK\ROSLYN CREEK	Route Under		Mile Post	

Notes (Continued)

Discontinued Notes

1677 Channel Protection - Banks are vegetated with shrubs and trees. Vegetaion is over-grown at each bridge end. See photo 13. Repair No. 11

There is a significant amount of cobble deposited in the center of the channel under the bridge. Clearance is minimal at 2.5 ft. See photo 14. Repair No. 8

1684 Bridge Rails - Metal w-beam railing over the bridge.

1685 Transitions - There are no transitions.

1686 Guardrails- There are no approach guardrails.

1687 Terminals- There are flared terminals at bridge rail ends.

7672 Curb Condition - There are two vertical cracks in the south curb near the east end and a small spall along the face near the west end.

Repairs

Repair No	Pr	R	Repair Descriptions	BMS	Noted	Maint	Verified
6	1	B	Repair spalled areas of concrete slab and protect exposed rebar.	38A	11/13/2014		
8	1	J	Clean material/debris build up out from center of channel under the bridge.	1677	11/29/2016		
11	1	B	Cut brush back at inlet and outlet ends of the structure.	1677	10/25/2024		

All Inspections and Resources Required

Report Type	Subtype	Rsk Mthd	Begin Date	Comp Date	Interval	Due Date	Hours	Inspector	Cert No	Co-Insp
Routine Bridge		1	10/25/2024	10/25/2024	24	10/25/2026	1.0	TPK	L2404	CCC
Inspection Note Changed from Short Span to RTNB based on bridge geometry data. 1/2/2025 MCM			Late Inspection Explanation			Late PM Resp Date	Late PM Approval	Insp QC Date 1/2/2025	Inspn Data Update Date 1/2/2025	

BRIDGE INSPECTION REPORT

Page 4 of 4

Printed On: 2/6/2025

CD Guid: 50881a61-43fe-47f6-9cd2-afab8fede1d1

Agency: Cle Elum

Program Mgr: Sonia L. Lowry

CD Status: Released

Release Date: 1/13/2025

Structure No.	CLE ELUM5	SID	08546500	Structure Name	ROSLYN CR-W 1ST ST
Carrying	W 1ST ST	Route On	00220	Mile Post	50.00
Intersecting	ROSLYN CREEK\ROSLYN CREEK	Route Under		Mile Post	

All Inspections and Resources Required (Continued)

Report Type	Subtype	Rsk Mthd	Begin Date	Comp Date	Interval	Due Date	Hours	Inspector	Cert No	Co-Insp
Informational			1/13/2025	1/13/2025				KWP		N/A
Inspection Note Flattened Batch Update: [01/13/2025] Follow up BU to add content to [104] NHS Designation - SNBI (BH03) where it was previously blank. The existing entries in [C.5] National Highway System - NBI (1438) were used to deduce the new SNBI field coding. [01/03/2025] The Batch Update will - add new Features based on the Service on/Under codes; add Features Names to existing Highway Feature; add LRS Milepost End and LRS ARM End to existing Highway Carried Features; and for BPO structures, any new Navigable Waterway will be set to N. Type 3 structures (tunnels) are being excluded from this BU.			Late Inspection Explanation			Late PM Resp Date	Late PM Approval	Insp QC Date 1/13/2025	Inspn Data Update Date 1/13/2025	

WSBIS Bridge Inventory Report

ROSLYN CR-W 1ST ST

Built 1928

Carrying: W 1ST ST

Route On: 00220

Milepost: 50.00

Intersecting: ROSLYN CREEK|ROSLYN CREEK

Route Under:

Milepost:

Bridge ID and Location									
Last Recorded					Updated				
Structure ID	(BID01)	08546500							
Previous Structure ID	(BID03)	0							
Structure Type	(WID01)	1 - Bridges and culverts carrying public roadways							
Structure Number	(WID02)	CLE ELUM5							
Structure Sort Number	(WID03)	99CLE ELUM5							
Structure Name	(BID02)	ROSLYN CR-W 1ST ST							
Owner	(BCL01)	L03 - City or municipal highway agency							
Maintenance Responsibility	(BCL02)	L03 - City or municipal highway agency							
County	(BL02)	19 - Kittitas County							
City	(WL05)	220 - Cle Elum							
Place Code	(BL03)	12945							
Highway Agency District	(BL04)	SC							
Metro Planning Org	(BL12)	N							
Section	(WL06)	27			Toll	(BCL05)	N		
Township	(WL07)	20			Hist. Significance (NRHP)	(BCL04)	N		
Range	(WL08)	15E			Hist. Significance (HAER)	(WCL04)	4		
Obsolete Flag	(WID05)				Special Structures Flag	(WID04)			
Border Structure ID	(BL07)	N							

Geometry									
Last Rec.			Updated		Last Rec.			Updated	
NBIS Br Length	(BG01)	20.0			Sidewalk/Curb L	(BG07)	0.5		
Total Structure Len	(BG02)	22.0			Sidewalk/Curb R	(BG08)	0.5		
Max Span Length	(BG03)	20.0			Aprch Rdwy Width	(BG09)	33.0		
Min Span Length	(BG04)	20.0			Median Code	(BG10)	0		
Out-to-Out (NBI Disc)	(1360)	35.0			Skew (NBI Disc)	(1310)	0		
Out-to-Out	(BG05)	35.0			Skew	(BG11)	0		
Curb-to-Curb (NBI Disc)	(1356)	33.0			Curved Bridge	(BG12)	N		
Curb-to-Curb	(BG06)	33.0			Max Br Height	(BG13)	5		
Irr. Deck Area	(BG15)				Sidehill Bridge	(BG14)	N		
Calc. Deck Area	(BG16)	770.0							
Min Vert Clrnc Over	(WH12)	99' 99"							
Min Vert Under Br	(WH13)	00' 00"							

Agency: Cle Elum

Program Manager: Sonia L. Lowry

CD Status: Released

CD Guid: 50881a61-43fe-47f6-9cd2-afab8fede1d1

Printed On: 2/6/2025

Approved		
Revised		
RFC		
AAN		
Not Reviewed		

Inspections Performed									
Report Type	Subtype	Risk Mth	Begin Date	Comp Date	Freq	Hours	Inspector	Cert No	Co-Insp
Routine Bridge		1	10/25/24	10/25/24	24	1.0	TPK	L2404	CCC
Informational			1/13/25	1/13/25			KWP		N/A

Features				
Feature Designation	Feature Type	Feature Location	Feature Name	Program Manager
H01	H - Highway	C - Carried on bridge	W 1ST ST	Sonia L. Lowry
W01	W - Waterway	B - Below bridge	ROSLYN CREEK	Sonia L. Lowry
W01	W - Waterway	B - Below bridge	ROSLYN CREEK	Sonia L. Lowry

Structure No: CLE ELUM5

Soundings: ☐

Clearance: ☐

Revise Rating:

N

Photos: ☐

Rdside Hdwr: ☐

QA: ☐











Cemetery Signage

Cemetery Map

Sign Typology Illustration



Figure 9: Sign Typology

1. Signage should follow wayfinding standards already established by the council.
2. Map of Cemetery with QR code to GPS find grave sites

**CLE ELUM PUBLIC WORKS & COMMUNITY DEVELOPMENT
COMMITTEE**

MINUTES

MAY 7, 2025

12:00 PM

119 W FIRST STREET
CLE ELUM, WA 98922

1. Call to Order/Pledge of Allegiance

Steven Cook - present via zoom
Ken Ratliff - present
Jerred Weis - present via zoom

Matthew Lundh - Mayor
Mathew Bailey - Public Works Director
Rob Omans - City Administrator
Mike Heit - HLA
Debbie Lee - Clerk

2. Unfinished Business

a. Cemetery Code Amendment Ordinance - Mathew Bailey Public Works Director

The Cemetery Committee is working on guidelines and needs more time to get recommendations to the Public Works & Community Development Committee. This will be tabled until the next meeting.

[Letter Re: Cemetery Rules - Elaine Rustvold](#)

b. Cemetery Irrigation - Mathew Bailey, Public Works Director

Matthew Bailey, Public Works Director, informed the committee that the cemetery irrigation went out for bid and the bids came back quite high, and these bids were for 1/2 of the cemetery. Matt put together a list of materials, equipment rental and the hiring of a temporary worker to assist one Public Works employee to install the irrigation system for the entire cemetery. He has a total cost estimate of \$122,208. This may require a budget amendment, but most of this would come from the \$100,000 that has been set aside for this project.

The committee felt this was a reasonable request. Mathew Bailey will notify the council in his staff report that Public Work will be moving forward with his project.

MOTION: Committee Member Ratliff made a motion to approve Public Works Staff to install the irrigation system at the cemetery; seconded by Committee Member Cook.

MOTION CARRIED: 3 yes 0 no.

Public Works & Community Development Committee Agenda

May 7, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

c. Proposed Amendment to Sewer Rates - Mike Heit

Scott Lien with Bullfrog Flats Apartments would like to see a different fee structure for multifamily housing. Possibly consider different price tiers, housing types, etc.

Mike Heit from HLA explained that the City of Cle Elum does have a type of tier pricing structure but with ERU's. At the waterside, the rate is .9 in the Cle Elum Municipal Code. There is no definitive structure for sewer pricing. This rate is hard to compare apples to apples with since there are so many variables. A section of the code allows developers to use their own calculations to see if they might come up with a different calculation and present that to the City for consideration.

Discussion was had about re-establishing the code to include a sewer rate for multi-families.

MOTION: Committee Member Ratliff made a motion to recommend re-establishing the municipal code to include a rate of .7 for multifamily housing on the sewer side; seconded by Committee Member Cook.

MOTION CARRIED: 3 yes 0 no.

d. UKC Baseball Further Discussion

Discussion was had regarding UKC Baseball and the use of the park. Points of interest were:

- The City Attorney reviewed the draft agreement. Allowing the public to be in control of the park without a lease in place is not a good idea.
- The current contract with UKC has expired.
- UKC would like to see a relined version of the agreement that they had previously sent to the City.
- Possibly have the City Attorney at the next meeting.
- It is hard to raise funds for UKC without an agreement in place.
- The Public Works & Community Development Committee is discussing possibly charging a fee to use the parks with reservations.
- Irrigation at the park needs some repairs. Public Works has been busy with repairs since the irrigation was turned on.
- More communication needs to happen between UKC and the City.
- Discussion was had about who is currently mowing the park.

3. New Business

a. Meeting Minutes Dated April 2, 2025

MOTION: Committee Member Weis made a motion to approve the Public Works & Community Development Minutes dated April 2, 2025; seconded by Committee

Public Works & Community Development Committee Agenda

May 7, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Member Ratliff.

MOTION CARRIED: 3 yes 0 no.

b. [Dena Glondo - Request for Leak Adjustment](#)

Audrey Casassa, Utility Clerk, reported that the leak was reported to Dena Glondo's and, within 3 days, they had the leak repaired. This leak fell within the guidelines of the Cle Elum Municipal Code for leak relief.

MOTION: Committee Member Cook made a motion to recommend the leak relief request by Glondo's in the amount of \$228.13; seconded by Committee Member Weis.

MOTION CARRIED: 3 yes 0 no.

c. [Federal Local Bridge Program - Mathew Bailey, Public Works Director](#)

Tabled until the next meeting.

d. [Signage at Laurel Hill Cemetery - Mathew Bailey, Public Works Director](#)

Tabled until the next meeting.

e. [Kittitas Conservation Trust MOU Hanson Ponds](#)

Tabled until the next meeting.

f. [Paid Parking Review - Mayor Lundh](#)

Mayor Lundh reported that he received a letter regarding paid downtown parking that was signed by several business owners. He reported that \$8,000 had been collected so far this year. This was implemented late last year, and is a work in progress. The funds that are collected are used for sidewalk maintenance, flower bed care, and to take care of the infrastructure that is a result of the Downtown Revitalization Project. Mayor Lundh had some suggested alternatives.

1. Add stickers to the sign that states 15 minutes free parking.
2. Have a structured rate increase starting at \$2.00 per hour and increasing every hour.
3. The City now has a Code Enforcement Officer that could potentially do some spot enforcement.

Hilary Jensen, a business owner, is open to ideas and would like to see the first 30 minutes as free parking. She also noted that this has had an impact on her business as people see they have to pay to park and then get back in their vehicles and leave. Hilary also had concerns regarding the public bathrooms and that they are always closed. Her type of business requires bathrooms, and she has seen people come in and use them even though they are not customers of her shop. Hilary is in favor of shutting down the paid parking signs and is willing to volunteer time to gather data.

Travis of 509 Bake House would like to see the signs removed as he feels it is bad for business. He would like to see 1 hour's free parking available. The City is potentially losing sales tax revenue with these signs. He would like Mathew Bailey, Public Works

Public Works & Community Development Committee Agenda

May 7, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

Director, to put together what it costs to maintain First Street and then possibly have the businesses help with this cost. He suggested having an RFID card for the public bathrooms.

Charlie Glondo stated he had seen cars pull in and then leave due to the paid parking signs.

Tino Rizo stated his business has lost money due to these signs.

Desirea from 509 Bake House has noticed that some business owners are parking in front of the signs, so people don't notice them. She stated that recently someone came through Cle Elum and reviewed businesses with food and the Bake House got a 4-star review due to there being no bathroom available. She also wondered if the City could work with the Downtown Association regarding bathrooms, weeding and parking issues.

Nora Cantwell asked what the role of the Downtown Association would be. The business owners thought possibly more ideas and input.

Mathew Bailey stated he had time set aside for weeding and fixing the irrigation on First Street. Mathew said that as soon as the bathrooms are repaired from the most recent vandalism, they are vandalized again within days. He is talking with the Mayor about ways to fix this. Other agencies have the same issues.

The Committee discussed modifying the time for free parking. Ken Ratliff would like to see the signs removed.

The Committee will bring this to the Council for discussion.

g. Sewer Usage Reimbursement - Sanjay

Sanjay would like some forgiveness for his water usage for his hotel as he has had a lot of personal issues. He is in the process of installing a sewer deduct meter, and feels this will help solve the issue going forward. He talked about whether hotels and motels should be exempt, as he is the only hotel that has a pool and hot tub. He also has a sprinkler system installed for his landscape. The increase has made it hard to sustain his business.

Mathew Bailey stated he needs to install the deduction meter and there is not a current municipal code that allows giving credit for personal reasons.

Committee Member Ratliff thinks the committee should consider his request for a refund and will discuss it at the next meeting but is not making any promises.

h. Veolia Contract Extension - Mathew Bailey, Public Works Director

Mathew Bailey would like to see this extension to the Veolia contract signed. Both the water and sewer contracts with Veolia would expire on the same date in December. This will allow the Public Works & Community Development Committee to do its due diligence, to negotiate another contract, or see if the City can manage the system themselves.

MOTION: Committee Member Ratliff made a motion to recommend the Veolia

Public Works & Community Development Committee Agenda May 7, 2025

119 W FIRST STREET
CLE ELUM, WA 98922

**Contract Extension to the Council; seconded by Committee Member Weis.
MOTION CARRIED: 2 yes 0 no.**

4. Other Committee Comments

5. Adjourn

The meeting was adjourned at 2:15 p.m.

Ken Ratliff, Chair

Debbie Lee, Clerk

FLAGPOLE PARK PROJECTS... per City discussion

I spoke with Mayor Lundh about needs at Flagpole park if Rotary wants to have some ability to add Rotary's name onto the Park.

I later heard that the use of "Rotary" as naming may not be supported by someone somewhere in the larger Rotary. I am happy to take that risk!

Last fall the City funded the pruning of the trees , and removed a large Pine tree, prior to the holiday lights installed. (\$3000)

Projects:

- Improve the electrical system to meet code and add additional capability. (see attached diagram and estimate)
- Improve the sprinkler system to provide automatic watering for the flowers around the flagpole. The area that Bev Gonyea always takes care of. I believe that Matt (public works) will accommodate this project
- Repair, re-paint and relocate the patriotic sign. The evergreen trees are growing and crowding the sign out.
- Mayor Lundh indicated that the City would contact Mountains to Sound Greenway about the large entry sign that currently says "Wye" Park and change it to Flagpole or perhaps Rotary at Flagpole park ?
- There is currently only one furniture for folks to sit and have a sandwich or contemplate life in general. I suggest we find a way to place a few pieces that are tamper and theft proof.
- Mayor Lundh is not too supportive of a restroom for the park, but perhaps a porta potti?
- The City is the landowner of a portion of the parking area adjacent to the restaurant and is in need of some maintenance.
- There is a tree/large bush (Hawthorne) that is interfering with the flags and needs to be removed or at least move to another place.

In my conversations, it seems that routine maintenance would be a City function, **but we have not discussed a Rotary role going forward ?**

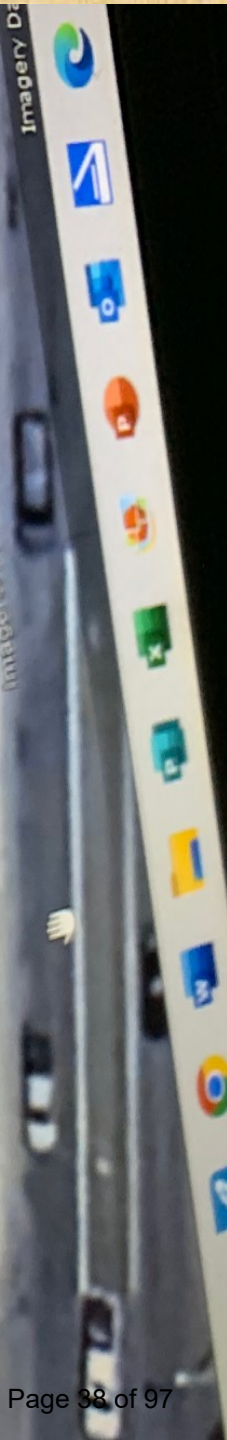
I have been requested to present a plan to the City Council/staff committee so that an action can be forwarded to Council for formal action, if we are wishing to proceed.

In a recent (april 2025) conversation with Mayor Lundh regarding the funding for projects he asks **"What can Rotary do? "**

FLAGPOLE PARK



Imagery © 2008 Google



Flagpole Park Holiday Lighting - 2023





WYE PARK

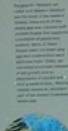


Greenway landforms and habitats... like pearls on a string

This scenic land supports wildlife and people

The range of landscapes in the Greenway is what makes it special. From urban to wilderness, we live in a place where, each habitat supports its own community of plants and animals and provides us with spectacular scenery.

Forest



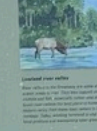
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Forest



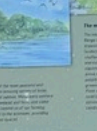
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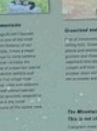
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Forest



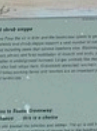
Forest



Forest



Forest



Forest



Roads trips... the old-fashioned way

From the time of earliest settlement, people have looked for ways to get over long distances. From the early days of horse-drawn wagons to the modern day car, the journey has always been a challenge. It's hard to imagine that the difficult trip over Indian trails or pioneer wagons could ever be made for the convenience of the automobile. Strange because it seems so obvious.

In 1901 the Wagon Road was converted into a highway. In following years the road was improved to a highway, and the Wagon Road was no longer a road, but a highway. The road was improved to a highway, and the Wagon Road was no longer a road, but a highway.

The road was improved to a highway, and the Wagon Road was no longer a road, but a highway. The road was improved to a highway, and the Wagon Road was no longer a road, but a highway.

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MOUNTAINS TO SOUND GREENWAY



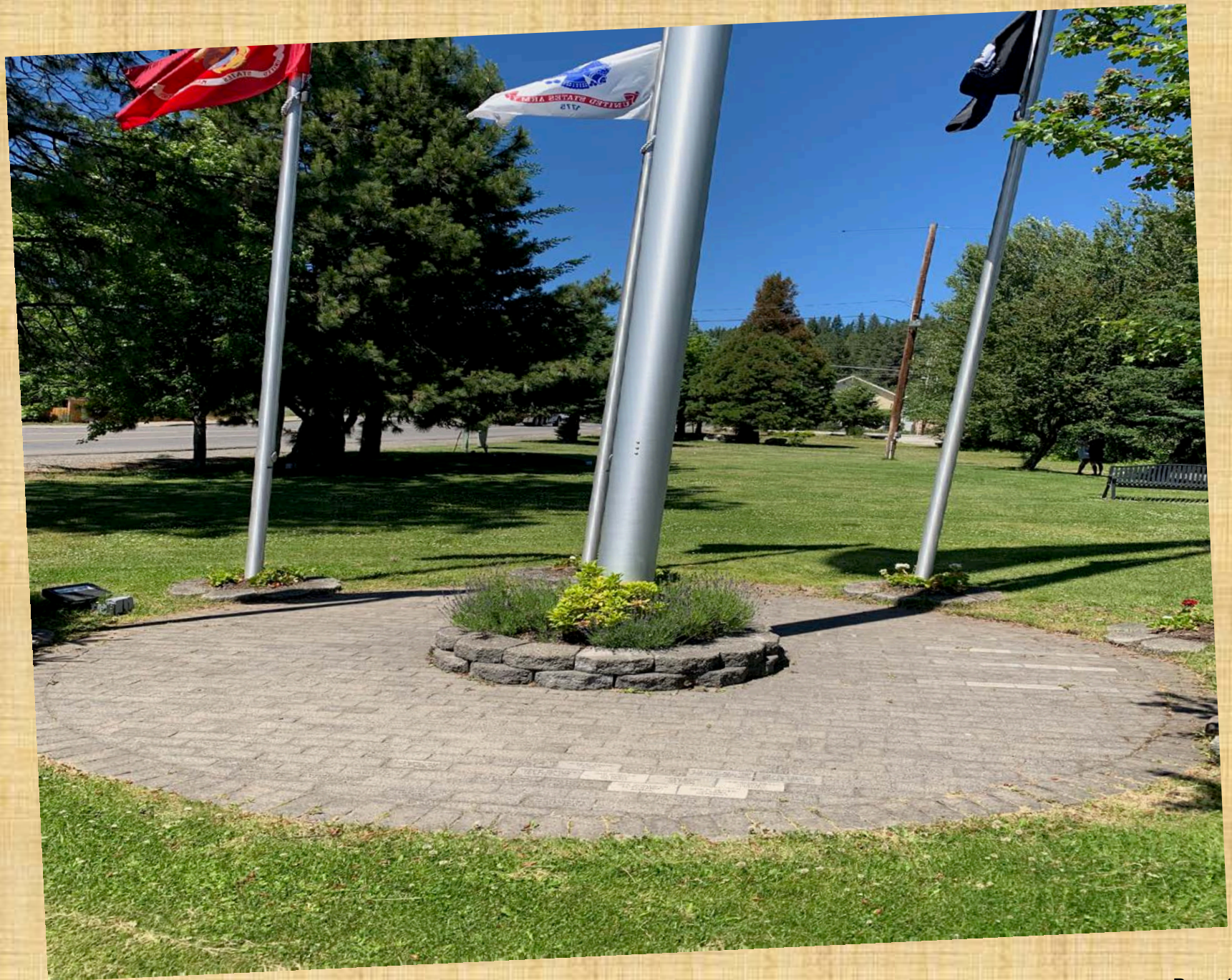
**2006
Puget Sound Energy
Pioneer Award**

to

Hartwig H. Vathener

Whose many civic contributions, including his vision and leadership in promoting environmentally responsible economic growth in the Upper County and his efforts to help the city of Cle Elum implement a successful tree-management and street-enhancement program, have illuminated the path and improved the lives of citizens in Cle Elum and Kittitas County.







JAMES K. SAVIDGE
SP4 US ARMY
VIETNAM 1966-68

JAMES K. SAVIDGE
ACPO USN RETIRED
VIETNAM 1964-1968

REZNIKAR
ARMY
43-1045

SGT CODY N CHASE
USMC

ROBERT CHAS
USANG U
USMC

RICHARD L. MILLS
USN
VIETNAM 67

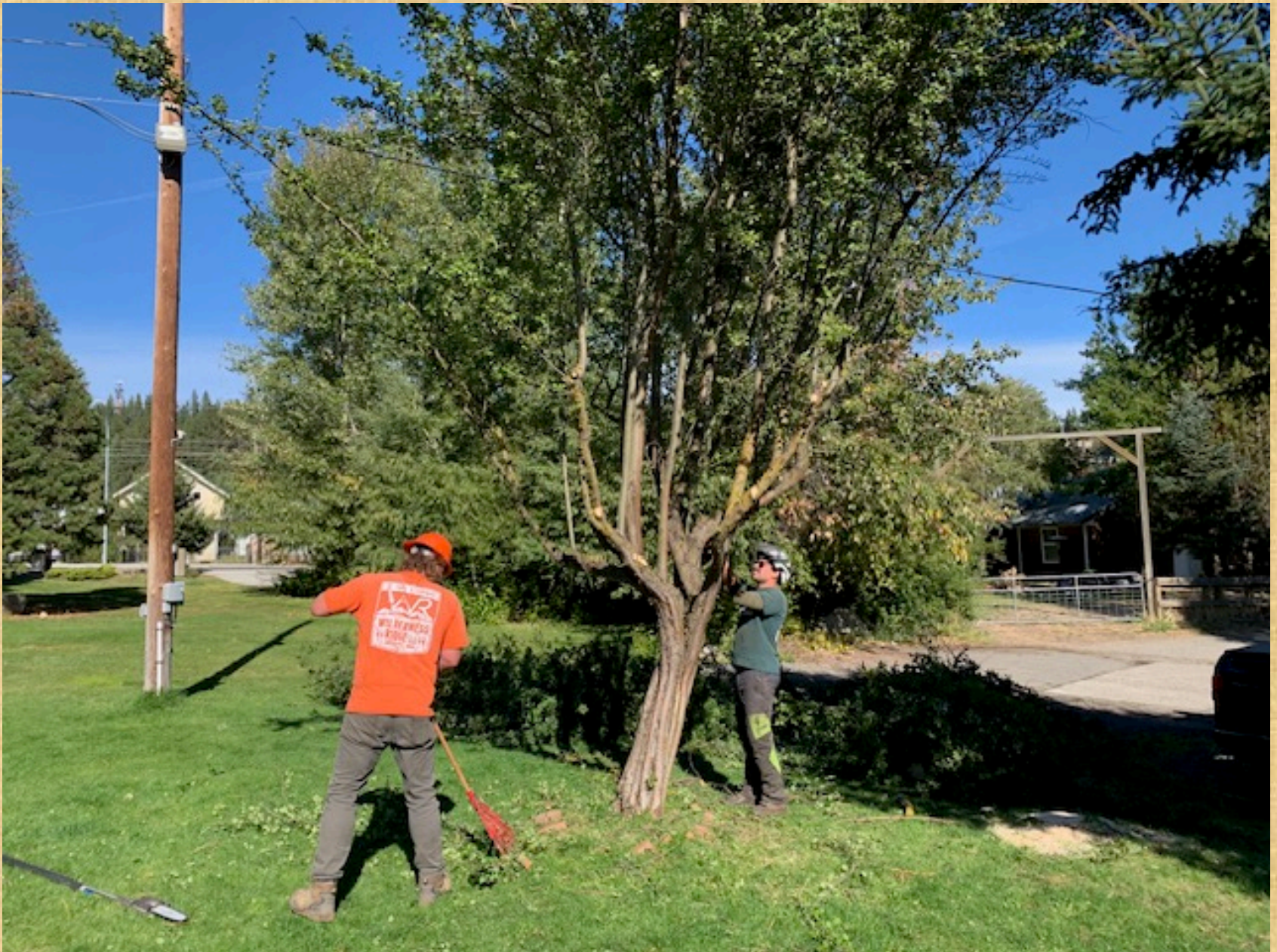






















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warning devices in
electrical areas and
maintain PPE ON
Personnel
Safety
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STANDARD
UPPER
ELECTRICAL

WARNING: Do not touch
electrical equipment
when power is on.
Always use proper
safety procedures.
See back of cover for
more information.
10-11-11-11





THANK YOU

Date: May 15, 2025

Project No.: 25099E

To: City of Cle Elum
119 West First Street
Cle Elum, WA 98922

Attention: Rob Omans
City Administrator

From: Jakob W. Michael, PE

Re: N. Montgomery Avenue Watermain Improvements
Task Order No. 2025-02

We are sending you the attached following items:

One (1) Task Order No. 2025-02

One (1) PDF of HLA SAM.gov Debarment Verification

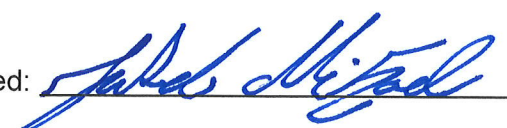
Comment:

Rob,

Upon review and approval, please have the Mayor sign the attached Task Order No. 2025-02 for the N. Montgomery Avenue Watermain Improvements project. Once executed, please scan, and email the fully executed agreement to jmichael@hlacivil.com, and retain the original for your records.

We very much appreciate the opportunity to work with you and serve the City of Cle Elum. If you have any questions or need additional information, please contact me at the above-mentioned email address or by phone at (509) 966-7000.

Thank you.

Copy to: _____ Signed: 

TASK ORDER NO. 2025-02

REGARDING GENERAL AGREEMENT BETWEEN THE CITY OF CLE ELUM

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Montgomery Avenue Watermain Improvements
HLA Project No. 25099E

The City of Cle Elum (CITY) desires to upgrade approximately 230 linear feet (LF) of existing 4-inch steel potable water piping on Montgomery Avenue from Third Street to Fourth Street with new 8-inch C900 PVC piping. The improvements will increase fire flow and pressure to the surrounding residences and reduce distribution system leakage. The CITY plans to pay for the improvements with local funds.

SCOPE OF SERVICES:

At the direction of the CITY, HLA shall provide professional engineering services for the N. Montgomery Avenue Watermain Improvements (PROJECT). HLA services shall include the following.

1.0 Design Engineering

- 1.1 Perform management of overall project delivery and project controls.
- 1.2 Plan and facilitate a PROJECT kickoff meeting to align expectations between CITY and HLA.
- 1.3 Provide monthly status reports and invoices for the work performed.
- 1.4 Prepare and maintain the PROJECT schedule, to be updated monthly or as otherwise requested by the CITY.
- 1.5 Maintain PROJECT files for CITY review.
- 1.6 Prepare and coordinate the PROJECT schedule in conjunction with funding requirements and timelines.
- 1.7 Attend up to one (1) CITY Council meeting to address technical aspects of the work related to scope, construction, and schedule.
- 1.8 Survey.
 - a. Conduct a topographic survey of the PROJECT area to complete design, plans, and specifications, including a call for utility locates.
 - b. Review available plat maps, documents, and surveys to identify public right-of-way widths, easements, and other identified encumbrances. No title reports are anticipated to be ordered. If required, title reports will be ordered by HLA and paid for by the CITY.
- 1.9 60% Plans & Estimate.
 - a. Perform field investigations necessary to design the identified improvements.
 - b. Prepare and provide preliminary 60% plans and a cost estimate of improvements for review and comment by the CITY.
 - c. Perform review of public and private utilities, including CITY stormwater, domestic water, sanitary sewer, electrical, communications, gas, and fiber optic lines to determine general locations and size of facilities.
 - d. Notify private utilities of pending improvements and advise of the PROJECT schedule.

- e. Attend meetings with the CITY to address technical aspects of the work related to the scope, design, and schedule of the PROJECT. Up to one (1) meeting is anticipated.
- 1.10 90% Plans, Specifications, and Estimate.
- a. Attend a review meeting with the CITY to address and resolve 60% comments.
 - b. Prepare and provide 90% plans, specifications, and a cost estimate of improvements for review and comment by the CITY.
 - c. Perform quality assurance and quality control (QA/QC) review of all 90% documents.
- 1.11 Final Plans, Specifications, and Estimate
- a. Attend a review meeting with the CITY to address and resolve 90% comments.
 - b. Incorporate CITY review comments and QA/QC comments, and prepare final plans, specifications, and estimate.
 - c. Provide final plans and specifications to the CITY in PDF format suitable for printing and use at time of bid advertisement. It is anticipated HLA will prepare one (1) complete set of plans and specifications for one bid call; additional bid packages will be billed as additional services.
 - d. Provide two (2) printed copies of contract documents to the CITY.
 - e. Prepare advertisement for bids. Coordinate with CITY on number and location publications and submit advertisement on behalf of the CITY. All advertising fees to be paid by the CITY.
- 1.12 Proposed sheet list will include the following sheet types:

Plan Sheets	Comment
Cover Sheet	
Legend and General Notes	
Class 'A' Signing Plans	
Traffic Control Plans	Flagging, detours, etc.
TESC Plans	1"=40' Scale
Plan and Profile	
Details	CITY, water, etc.

2.0 Bidding Support

- 2.1 Post bid documents to the HLA website and notify the CITY, utility companies, and plan centers of PROJECT posting, and maintain a planholder list.
- 2.2 Answer questions and/or supply information as requested by prospective bidders.
- 2.3 Prepare and issue addenda to contract documents, if necessary.
- 2.4 Participate in the bid opening, evaluate bids, prepare bid tabulation, and make a recommendation of award.

3.0 Construction Engineering

- 3.1 Following Council award authorization, prepare notice of award to the Contractor, assemble construction contract documents, and coordinate contract execution with the CITY and Contractor.
- 3.2 Review the Contractor's submission of their certificate of insurance and contract bond.
- 3.3 Coordinate and facilitate a preconstruction meeting with the CITY, Contractor, private utilities, and affected agencies, including a preconstruction agenda and meeting record.
- 3.4 Prepare and transmit notice to proceed to Contractor.

- 3.5 Furnish a field survey crew to provide geometric control, including construction staking.
- 3.6 Furnish a resident engineer (Inspector) to be on site and provide surveillance of construction for compliance with plans and specifications for the duration of the working days identified in Time of Performance, based on standard 40-hour work weeks. If the Contractor is authorized by the CITY to work extra hours or extend Contract Time, then an amendment will be executed by the CITY to compensate for additional work required by HLA.
- 3.7 Receive and maintain project communications from the Contractor during construction and compile project documentation.
- 3.8 Review Contractor's submission of contract and materials submittals, samples, and shop drawings. Field verification of materials incorporated into the PROJECT.
- 3.9 Maintain material submittal list for the duration of PROJECT.
- 3.10 Monitor compliance with environmental requirements.
- 3.11 Respond to Contractor requests for information (RFI).
- 3.12 Interpret plans and specifications when necessary.
- 3.13 Prepare daily progress reports.
- 3.14 Prepare and distribute weekly statements of working days.
- 3.15 Consult and advise the CITY during construction and make a final review and report of the completed work with CITY representatives.
- 3.16 Review acceptance sampling and testing results for compliance with specifications. Quality assurance testing firm and tests to be paid by the Contractor.
- 3.17 Coordinate and administer weekly construction meetings for the duration of the working days identified in Time of Performance.
- 3.18 Perform measurement and computation of pay items and maintain a quantity ledger.
- 3.19 Prepare and provide monthly progress estimates to the CITY and recommend progress payments for the Contractor.
- 3.20 Prepare proposed contract change orders and/or force account computations as required.
- 3.21 Conduct final walkthrough inspection with the Contractor and CITY. Prepare and transmit the punchlist to the Contractor.
- 3.22 Prepare and furnish record drawings and field notes of completed work in accordance with the PROJECT field records provided by the resident engineer.
- 3.23 Monitor the Contractor's compliance with state labor standards, including Intent to Pay Prevailing Wages, Certified Payroll Reports (when required), Affidavits of Wages Paid, and Wage Rate Interviews.
- 3.24 Prepare all progress payments and recommendation of PROJECT acceptance.
- 3.25 Provide a link to construction labor documents, completed punch list, record drawings, and final contract voucher certification on a file sharing network for CITY download.
- 3.26 Prepare and submit Notice of Completion of Public Works Contract (NOC).

- 3.27 Monitor lien releases from state agencies.
- 3.28 Notify CITY when retainage may be released.
- 3.29 Coordinate and administer a PROJECT completion debrief meeting with CITY, HLA, and the Contractor.

Additional Services

Provide professional engineering services for additional work requested by the CITY that is not included in this Task Order.

Items to be Furnished and Responsibility of the CITY

The CITY will provide or perform the following:

- a) Provide all information as to the CITY requirements for the PROJECT.
- b) Provide all available information pertinent to the PROJECT relative to completion of design and construction of the PROJECT. All design submittals (60% and 90%) shall be reviewed by the CITY and returned to HLA within two (2) weeks of each submittal.
- c) Examine all documents presented by HLA and provide written decisions within a reasonable time so as not to delay the work of HLA.
- d) Obtain approval of all government authorities for the PROJECT, and approvals and consents from other individuals as necessary for completion of the PROJECT.
- e) Pay for advertising, notices, or other publications as may be required.
- f) Pay for all necessary permits and testing fees not paid by the Contractor.
- g) The CITY shall provide any existing right of way files that are pertinent to the design. No right-of-way acquisition is planned as part of the PROJECT. No temporary construction easements (TCE's) are expected for the PROJECT. Assistance with right-of-way processes can be provided and billed as Additional Services, as directed by the CITY.

TIME OF PERFORMANCE:

HLA will diligently pursue the completion of the PROJECT as follows:

1.0 Design Engineering

Time of completion for design engineering will begin upon receipt of this signed Task Order per the following schedule.

- 1.1 HLA will provide 60% plans and cost estimate for CITY review within twenty (20) working days from receipt of this signed Task Order.
- 1.2 HLA will provide 90% plans, specifications, and cost estimate within fifteen (15) working days of receiving CITY comments on 60% plans and estimate.
- 1.3 Final plans, specifications, and cost estimate will be provided within thirty-five (35) working days of receiving CITY comments on 90% plans, specifications, and estimate.

2.0 Bidding Support

Time of completion for bidding support will begin upon the advertisement for bids for the PROJECT and terminate upon award of the construction contract.

3.0 Construction Engineering

Time of completion for construction engineering shall begin upon construction contract award by the CITY and extend through notification to the CITY when retainage may be released. The schedule will be as follows.

- 3.1 A maximum of five (5) working days has been assumed for the construction of improvements, utilizing a standard 40-hour work week.
- 3.2 Should the Contractor be granted time extensions for construction completion due to recognized delays, requested additional work, and/or change orders, services during construction beyond the five (5) working days shall be billed as additional services.

Additional Services

Time of completion for work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

FEE FOR SERVICES:

For the services furnished by HLA as described within this Task Order, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

1.0 Design Engineering

Work for design engineering services shall be performed for the lump sum fee of \$21,200.

2.0 Bidding Support

Work for bidding support shall be performed for the lump sum fee of \$4,000.

3.0 Construction Engineering

Work for construction engineering services shall be performed on a time-spent basis at the current hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$19,200. If the Contractor is granted additional contract time beyond those identified in the Time of Performance, then work shall be billed as additional services until an amendment to this Task Order is executed.

Additional Services

Additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with services. HLA will perform additional services as directed/authorized by the CITY on a time-spent basis at the current hourly billing rates included in our General Agreement, plus reimbursement for direct non-salary expenses such as vehicle mileage, out-of-town meals/lodging, advertising, and printing expenses.

Signatures are on the following page.

Proposed:



HLA Engineering and Land Surveying, Inc.
Benjamin A. Annen, PE, Vice President

5-15-25

Date

Approved:

City of Cle Elum
Matthew Lundh, Mayor

Date



Subaward Reporting is live on SAM.gov [Show Details](#)

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Apr 22, 2025



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Core Data

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Assertions

Reps and Certs

Exclusions

Responsibility / Qualification

Entity Reporting

Entity Information

Active Registration

HLA ENGINEERING AND LAND SURVEYING INC

Unique Entity ID

SDZDPKCU1NM8

CAGE/NCAGE

36NF7

Expiration Date

Jan 24, 2026

Physical Address

2803 River RD
Yakima, Washington
98902-1166, United States

Mailing Address

2803 River Road
Yakima, Washington
98902-6389, United States

Purpose of Registration

Federal Assistance Awards Only

Version

Current Record

BUSINESS INFORMATION

Doing Business As

(blank)

Division Name

Hla Engineering And Land Surveying, Inc.

Congressional District

Washington 04

URL

www.hlacivil.com

Division Number

(blank)

State/Country of Incorporation

Washington, United States

Registration Dates

Activation Date

Jan 28, 2025

Initial Registration Date

Feb 21, 2005

Submission Date

Jan 24, 2025

Owner

CAGE

Legal Business Name

Immediate Owner	(blank)	(blank)
Highest Level	(blank)	(blank)

Entity Dates

Entity Start Date

Feb 1, 1984

Fiscal Year End Close Date

Dec 31

Owner	
-------	--

Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

SAM SEARCH AUTHORIZATION

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

☒ Yes

ENTITY TYPES

Business Types

Entity Structure	Corporate Entity (Not Tax Exempt)
Entity Type	Business or Organization

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Profit Structure	For Profit Organization
Organization Factors	Subchapter S Corporation

FINANCIAL INFORMATION

Payments

Accepts Credit Card Payments
No

Debt Subject To Offset [?](#)
No

ACCOUNT DETAILS

EFT Indicator **0000**
CAGE Code **36NF7**

Electronic Funds Transfer

Account Type	Checking
Account Number	*****74
Routing Number	*****74
Lockbox Number	(blank)
Financial	KEY BANK

Automated Clearing House

Phone (U.S.)	5095756708
Phone (non-U.S.)	(blank)
Email	(blank)
Fax	(blank)

Remittance Address

HLA Engineering and Land Surveying Inc
2803 River Road
Yakima, Washington 98902-6389
United States

TAXPAYER INFORMATION

Taxpayer Name	Name/Title of Individual
HLA Engineering and Land Surveying Inc	Executing Consent President
Address	Signature
2803 River Road, Yakima, WA 98902-6389 United States	MICHAEL T BATTLE
	EIN
	*****7188
Type of Tax	
Applicable Federal Tax	
Tax Year (Most Recent Tax Year)	
2024	
TIN Consent Date	
Jan 24, 2025	

POINTS OF CONTACT

Accounts Receivable POC

Primary Point of Contact

Krystal R. Backes, Billing Manager

Email	Phone	Fax
kbackes@hlacivil.com	509 966-7000	5099653800

Electronic Business

Primary Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

Alternate Point of Contact**Kelly L Hedrick, HR Manager**

Email	Phone	Fax	Address
khedrick@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902 United States

Government Business**Primary Point of Contact****Michael T Battle, President**

Email	Phone	Fax	Address
mbattle@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

Alternate Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road

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CITY OF CLE ELUM**N. Montgomery Ave. Water Main Improvements****Engineer's Opinion of Construction Cost**

5/22/2025

PRELIMINARY

HLA Project No. 25099

Item No.	Description	Payment Specification	Unit	Unit Cost	Overall Quantity	Overall Cost
1	Minor Change	1-04.4(1)	FA	\$5,000.00	1	\$5,000.00
2	Mobilization	1-09.7	LS	\$10,000.00	1	\$10,000.00
3	Project Temporary Traffic Control	1-10.5 (1)	LS	\$15,000.00	1	\$15,000.00
4	Crushed Surfacing Base Course	4-04.5	TON	\$45.00	80	\$3,600.00
5	Crushed Surfacing Top Course	4-04.5	TON	\$45.00	30	\$1,350.00
6	HMA Cl. 1/2-Inch PG 64H-28	5-04.5	TON	\$250.00	30	\$7,500.00
7	Shoring or Extra Excavation	7-08.5	LF	\$3.00	230	\$690.00
8	C900 PVC Pipe for Water Main 8 In. Diam.	7-09.5	LF	\$120.00	230	\$27,600.00
9	Gate Valve 8 In.	7-12.5	LF	\$3,000.00	1	\$3,000.00
10	Hydrant Assembly	7-14.5	EA	\$6,500.00	1	\$6,500.00
11	Service Connection 3/4 In. Diam	7-15.5	EA	\$2,200.00	2	\$4,400.00
				Subtotal		\$84,640.00
				Contingency	10%	\$8,460.00
				Sales Tax	8.3%	\$7,730.00
				Total Est. Construction Cost		\$100,830.00

Assume:

0.25 ft Depth HMA

0.25 ft Depth CSTC

0.67 ft Depth CSBC



ENGINEER'S HOURLY DESIGN ESTIMATE
 Cle Elum N. Montgomery Ave Watermain Improvements
 HLA Project Number 25099E

Project Role		Principal in Charge	Project Manager														
Employee Classification		Senior Principal Engineer	Licensed Principal Engineer	Licensed Principal Land Surveyor	Director of Engineering, Construction, Other	Licensed Professional Engineer	Project Engineer II	Supervisor of Construction, Planning, Other	Licensed Professional Land Surveyor	CAD II	Administrative II	Contract Administrator II	Surveyor on Three Man Crew	Engineering Technician I	Total Labor Hours	Total Labor Dollars	
TASK	RATE	\$274	\$245	\$245	\$245	\$221	\$202	\$202	\$199	\$180	\$139	\$139	\$123	\$107			
1.0	Design Engineering	2	2	1	2	30	0	6	2	36	4	16	12	0	113	\$20,749	
1.1	Project Management, Invoicing, and Controls					4	0	4			4	4			16	\$2,804	
1.2	Project Team Coordination Meetings		4												4	\$884	
1.3	Survey								2				12		14	\$1,874	
1.4	60% Plans & Estimate		8				12				4				24	\$4,484	
1.5	90% Plans, Specs, and Estimate		6				12				4				22	\$4,042	
1.6	Final Plans, Specs, and Estimate		2	2	1	2	8		2		12		4			33	\$6,661
2.0	Bid Support	0	0	0	0	12	0	0	0	0	0	10	0	0	22	\$4,042	
2.1	Create and maintain planholder list											4			4	\$556	
2.2	Address questions from prospective bidders		4												4	\$884	
2.3	Prepare addenda		4								3				7	\$1,301	
2.4	Participate in bid opening and award process		4							3					7	\$1,301	
Total Hours		2	2	1	2	42	0	6	2	36	4	26	12	0	135		
Total Labor		\$548	\$490	\$245	\$490	\$9,282	\$0	\$1,212	\$398	\$6,480	\$556	\$3,614	\$1,476	\$0		\$24,791	
DIRECT NON-SALARY EXPENSES																	
													600 Miles @	\$	0.70	\$420	
GRAND TOTAL																\$25,200	



ENGINEER'S HOURLY CONSTRUCTION ESTIMATE

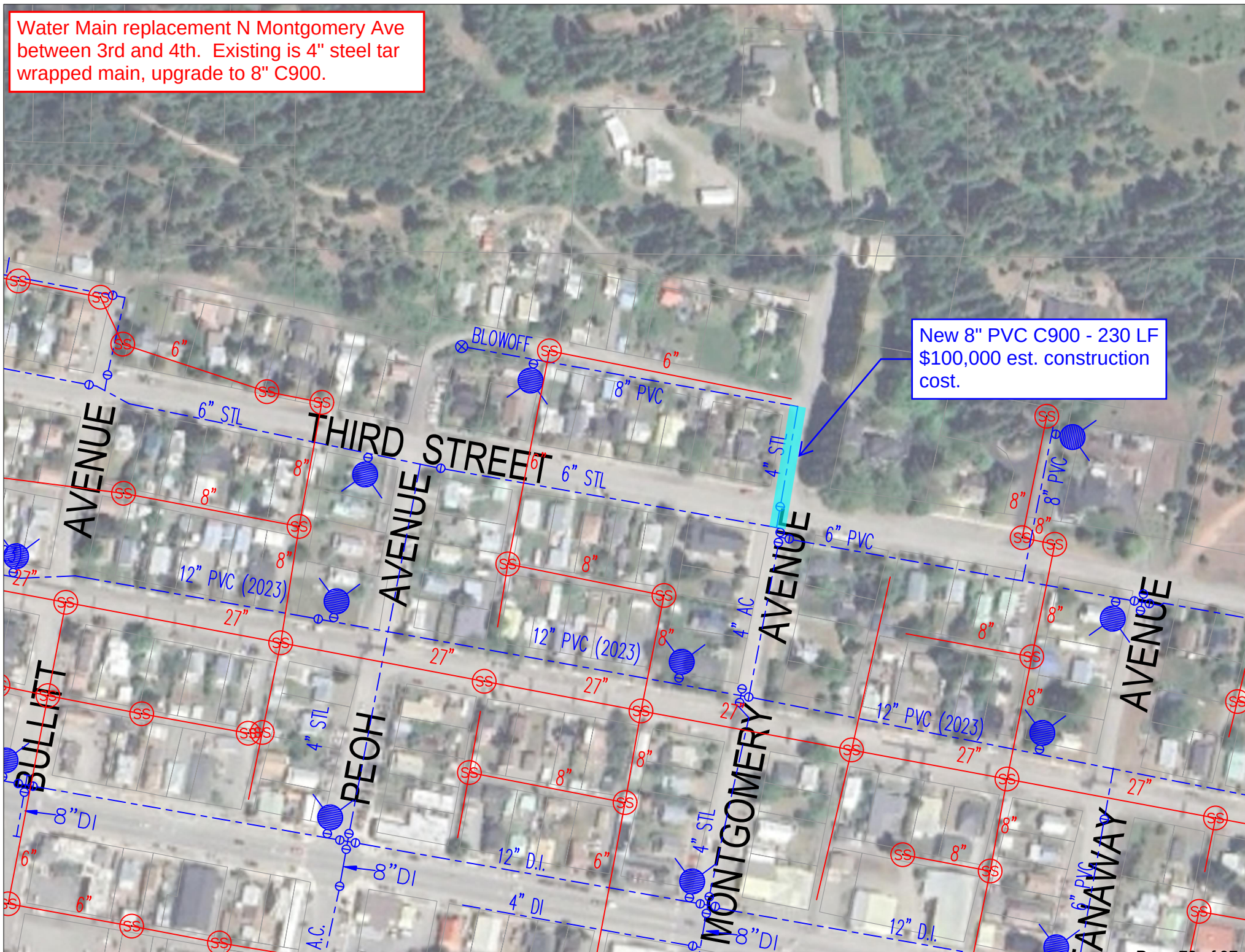
Cle Elum N. Montgomery Ave Watermain Improvements

HLA Project Number 25099E

Project Role		Principal in Charge	Project Manager									
Employee Classification		Senior Principal Engineer	Licensed Principal Engineer	Director of Engineering, Construction, Other	Licensed Professional Engineer	Resident Engineer II	Contract Administrator II	Contract Administrator I	Engineering Technician I	Total Labor Hours	Total Labor Dollars	
TASK	RATE	\$274	\$245	\$245	\$221	\$166	\$139	\$107	\$107			
2.0 CONSTRUCTION ENGINEERING												
1	Project Management, Invoicing, and Controls	4			6		4			14	\$2,978	
2	Staking									0	\$0	
3	Construction Inspection			5	2	50				57	\$9,967	
4	Construction Administration				4		8			12	\$1,996	
5	Project Closeout			4	2	6	10			22	\$3,808	
Total Hours		4	0	9	14	56	22	0	0	105		
Total Labor		\$1,096	\$0	\$2,205	\$3,094	\$9,296	\$3,058	\$0	\$0		\$18,749	
DIRECT NON-SALARY EXPENSES												
Travel												
Vehicle Mileage										600 Miles @	\$ 0.70	\$420
Out-of-town Meals												\$0
Out-of-town Lodging												\$0
Miscellaneous Expenses												
Advertising												\$0
Printing												\$0
Other												\$0
4% Annual Escalation for One (1) Year, If Applicable												\$0
GRAND TOTAL												\$19,200

Water Main replacement N Montgomery Ave between 3rd and 4th. Existing is 4" steel tar wrapped main, upgrade to 8" C900.

New 8" PVC C900 - 230 LF
\$100,000 est. construction cost.



Date: May 15, 2025**Project No.:** 25100E**To:** City of Cle Elum
119 West First Street
Cle Elum, WA 98922**Attention:** Rob Omans
City Administrator**From:** Jakob W. Michael, PE**Re:** Alleyway Sewer Main Improvements
Task Order No. 2025-03

We are sending you the attached following items:

One (1) Task Order No. 2025-03

One (1) PDF of HLA SAM.gov Debarment Verification

Comment:

Rob,

Upon review and approval, please have the Mayor sign the attached Task Order No. 2025-03 for the Alleyway Sewer Main Improvements project. Once executed, please scan, and email the fully executed agreement to jmichael@hlacivil.com, and retain the original for your records.

We very much appreciate the opportunity to work with you and serve the City of Cle Elum. If you have any questions or need additional information, please contact me at the above-mentioned email address or by phone at (509) 966-7000.

Thank you.

Copy to: _____ Signed: 

TASK ORDER NO. 2025-03

REGARDING GENERAL AGREEMENT BETWEEN THE CITY OF CLE ELUM

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Alleyway Sewer Main Improvements
HLA Project No. 25100E

The City of Cle Elum (CITY) desires to rehabilitate approximately 1,630 linear feet (LF) of sanitary sewer collection pipeline, install a new sanitary sewer manhole, and make spot repairs necessary to properly maintain and operate the existing sewer mains, with an emphasis on reducing infiltration and inflow, and preserving system integrity. These improvements are being paid for with Local funds. Rehabilitation pipeline segment locations include the following:

1. Alleyway between Pennsylvania Ave and Wright Ave., and between E. 1st St. and E. Railroad St. (approximately 680 LF).
2. Alleyway between N. Oakes Ave. and N. Harris Ave., and between 3rd St. and 2nd St. (approximately 950 LF).

SCOPE OF SERVICES:

At the direction of the CITY, HLA shall provide professional engineering services for the Alleyway Sewer Main Improvements (PROJECT). HLA services shall include the following.

1.0 Design Engineering

- 1.1 Perform management of overall project delivery and project controls.
- 1.2 Plan and facilitate a PROJECT kickoff meeting to align expectations between CITY and HLA.
- 1.3 Provide monthly status reports and invoices for the work performed.
- 1.4 Prepare and maintain the PROJECT schedule, to be updated monthly or as otherwise requested by the CITY.
- 1.5 Maintain PROJECT files for CITY review.
- 1.6 Prepare and coordinate the PROJECT schedule in conjunction with funding requirements and timelines.
- 1.7 Attend up to one (1) CITY Council meeting to address technical aspects of the work related to scope, construction, and schedule.
- 1.8 Survey.
 - a. Conduct a topographic survey of the PROJECT area to complete design, plans, and specifications, including call for utility locates.
 - b. Review available plat maps, documents, and surveys to identify public right-of-way widths, easements, and other identified encumbrances. No title reports are anticipated to be ordered. If required, title reports will be ordered by HLA and paid for by the CITY.
- 1.9 60% Plans & Estimate.
 - a. Perform field investigations necessary to design the identified improvements.

- b. Prepare and provide preliminary 60% plans and a cost estimate of improvements for review and comment by the CITY.
 - c. Perform review of public and private utilities, including CITY stormwater, domestic water, sanitary sewer, electrical, communications, gas, and fiber optic lines to determine general locations and size of facilities.
 - d. Notify private utilities of pending improvements and advise of PROJECT schedule.
 - e. Attend meetings with the CITY to address technical aspects of the work related to scope, design, and schedule of the PROJECT. Up to one (1) meeting is anticipated.
- 1.10 90% Plans, Specifications, and Estimate.
- a. Attend a review meeting with the CITY to address and resolve 60% comments.
 - b. Prepare and provide 90% plans, specifications, and a cost estimate of improvements for review and comment by the CITY.
 - c. Perform quality assurance and quality control (QA/QC) review of all 90% documents.
- 1.11 Final Plans, Specifications, and Estimate
- a. Attend a review meeting with the CITY to address and resolve 90% comments.
 - b. Incorporate CITY review comments and QA/QC comments, and prepare final plans, specifications, and estimate.
 - c. Provide final plans and specifications to the CITY in PDF format suitable for printing and use at time of bid advertisement. It is anticipated HLA will prepare one (1) complete set of plans and specifications for one bid call; additional bid packages will be billed as additional services.
 - d. Provide two (2) printed copies of contract documents to the CITY.
 - e. Prepare advertisement for bids. Coordinate with CITY on number and location publications and submit advertisement on behalf of the CITY. All advertising fees to be paid by the CITY.
- 1.12 Proposed sheet list will include the following sheet types:

Plan Sheets	Comment
Cover Sheet	
Legend and General Notes	
Site Map	Depicts two project locations
Traffic Control Plans	Flagging, detours, etc.
Sewer Bypass Plan	Bypass route for ex. sewer
Plan Sheet	Pipe lining layout

2.0 Bidding Support

- 2.1 Post bid documents to HLA website and notify the CITY, utility companies, and plan centers of PROJECT posting, and maintain planholder list.
- 2.2 Answer questions and/or supply information as requested by prospective bidders.
- 2.3 Prepare and issue addenda to contract documents, if necessary.
- 2.4 Participate in the bid opening, evaluate bids, prepare bid tabulation, and make recommendation of award.

3.0 Construction Engineering

- 3.1 Following Council award authorization, prepare notice of award to the Contractor, assemble construction contract documents, and coordinate contract execution with the CITY and Contractor.
- 3.2 Review Contractor's submission of certificate of insurance and contract bond.

- 3.3 Coordinate and facilitate preconstruction meeting with the CITY, Contractor, private utilities, and affected agencies, including preconstruction agenda and meeting record.
- 3.4 Prepare and transmit notice to proceed to Contractor.
- 3.5 Furnish a resident engineer (Inspector) to be on site and provide surveillance of construction for compliance with plans and specifications for the duration of the working days identified in Time of Performance, based on standard 40-hour work weeks. If the Contractor is authorized by the CITY to work extra hours or extend Contract Time, then an amendment will be executed by the CITY to compensate for additional work required by HLA.
- 3.6 Receive and maintain project communications from Contractor during construction and compile project documentation.
- 3.7 Review Contractor's submission of contract and materials submittals, samples and shop drawings. Field verification of materials incorporated into project.
- 3.8 Maintain material submittal list for duration of PROJECT.
- 3.9 Monitor compliance with environmental requirements.
- 3.10 Respond to Contractor requests for information (RFI).
- 3.11 Interpret plans and specifications when necessary.
- 3.12 Prepare daily progress reports.
- 3.13 Prepare and distribute weekly statements of working days.
- 3.14 Consult and advise the CITY during construction and make final review and report of the completed work with CITY representatives.
- 3.15 Review acceptance sampling and testing results for compliance with specifications. Quality assurance testing firm and tests to be paid by the contractor.
- 3.16 Coordinate and administer weekly construction meetings for the duration of the working days identified in Time of Performance.
- 3.17 Perform measurement and computation of pay items and maintain quantity ledger.
- 3.18 Prepare and provide monthly progress estimates to the CITY and recommend progress payments for the Contractor.
- 3.19 Prepare proposed contract change orders and/or force account computations as required.
- 3.20 Conduct final walkthrough inspection with the Contractor and CITY. Prepare and transmit punchlist to Contractor.
- 3.21 Prepare and furnish record drawings and field notes of completed work in accordance with PROJECT field records provided by the resident engineer.
- 3.22 Monitor the Contractor's compliance with state labor standards, including Intent to Pay Prevailing Wages, Certified Payroll Reports (when required), Affidavits of Wages Paid and Wage Rate Interviews.
- 3.23 Prepare all progress payments and recommendation of PROJECT acceptance.
- 3.24 Provide a link to construction labor documents, completed punch list, record drawings, and final contract voucher certification on a file sharing network for CITY download.

- 3.25 Prepare and submit Notice of Completion of Public Works Contract (NOC).
- 3.26 Monitor lien releases from state agencies.
- 3.27 Notify CITY when retainage may be released.
- 3.28 Coordinate and administer a PROJECT completion debrief meeting with CITY, HLA, and contractor.

Additional Services

Provide professional engineering services for additional work requested by the CITY that is not included in this Task Order.

Items to be Furnished and Responsibility of the CITY

The CITY will provide or perform the following:

- a) Provide all information as to CITY requirements for the PROJECT.
- b) Provide all available information pertinent to the PROJECT relative to the completion of design and construction of the PROJECT. All design submittals (60% and 90%) shall be reviewed by the CITY and returned to HLA within two (2) weeks of each submittal.
- c) Provide video inspection files of all PROJECT pipeline segments.
- d) Examine all documents presented by HLA and provide written decisions within a reasonable time so as not to delay the work of HLA.
- e) Obtain approval of all government authorities for the PROJECT, and approvals and consents from other individuals as necessary for completion of the PROJECT.
- f) Pay for advertising, notices, or other publications as may be required.
- g) Pay for all necessary permits and testing fees not paid by the Contractor.
- h) The CITY shall provide any existing right of way files that are pertinent to the design. No right-of-way acquisition is planned as part of the PROJECT. No temporary construction easements (TCE's) are expected for the PROJECT. Assistance with right-of-way processes can be provided and billed as Additional Services, as directed by the CITY.

TIME OF PERFORMANCE:

HLA will diligently pursue the completion of the PROJECT as follows:

1.0 Design Engineering

Time of completion for design engineering will begin upon receipt of this signed Task Order per the following schedule.

- 1.1 HLA will provide 60% plans and cost estimate for CITY review within twenty (20) working days from receipt of this signed Task Order.
- 1.2 HLA will provide 90% plans, specifications, and cost estimate within twenty (20) working days of receiving CITY comments on 60% plans and estimate.
- 1.3 Final plans, specifications, and cost estimate will be provided within thirty-five (35) working days of receiving CITY comments on 90% plans, specifications, and estimate.

2.0 Bidding Support

Time of completion for bidding support will begin upon the advertisement for bids for the PROJECT and terminate upon award of the construction contract.

3.0 Construction Engineering

Time of completion for construction engineering shall begin upon construction contract award by the CITY and extend through notification to the CITY when retainage may be released. The schedule will be as follows.

- 3.1 A maximum of twelve (12) working days has been assumed for the construction of improvements and the construction observation estimate is based on twelve (12) working hours per day.
- 3.2 Should the Contractor be granted time extensions for construction completion due to recognized delays, requested additional work, and/or change orders, services during construction beyond the twelve (12) working days shall be billed as additional services.

Additional Services

Time of completion for work directed by the CITY under additional services shall be negotiated and mutually agreed upon at the time service is requested by the CITY.

FEE FOR SERVICES:

For the services furnished by HLA as described within this Task Order, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be revised only by written agreement of both parties.

1.0 Design Engineering

Work for design engineering services shall be performed for the lump sum fee of \$30,900.

2.0 Bidding Support

Work for bidding support services shall be performed for the lump sum fee of \$4,000.

3.0 Construction Engineering

Work for construction engineering services shall be performed on a time-spent basis at the current hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for the estimated fee of \$34,900. If the Contractor is granted additional contract time beyond that identified in the Time of Performance, then work shall be billed as additional services until an amendment to this Task Order is executed.

Additional Services

Additional work requested by the CITY not included in this Task Order shall be authorized by the CITY and agreed upon by HLA in writing prior to proceeding with services. HLA will perform additional services as directed/authorized by the CITY on a time-spent basis at the current hourly billing rates included in our General Agreement, plus reimbursement for direct non-salary expenses such as vehicle mileage, out-of-town meals/lodging, advertising, and printing expenses.

Signatures are on the following page.

Proposed:



HLA Engineering and Land Surveying, Inc.
Benjamin A. Annen, PE, Vice President

5-15-25

Date

Approved:

City of Cle Elum
Matthew Lundh, Mayor

Date



Subaward Reporting is live on SAM.gov [Show Details](#)

Mar 8, 2025



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Scheduled SAM Maintenance [Show Details](#)

Apr 22, 2025



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Entity Registration

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Financial Information

Taxpayer Information

Points of Contact

Assertions

Reps and Certs

Exclusions

Responsibility / Qualification

Entity Reporting

Entity Information

Active Registration

HLA ENGINEERING AND LAND SURVEYING INC

Unique Entity ID
SDZDPKCU1NM8

CAGE/NCAGE
36NF7

Expiration Date
Jan 24, 2026

Physical Address
**2803 River RD
Yakima, Washington
98902-1166, United States**

Mailing Address
**2803 River Road
Yakima, Washington
98902-6389, United States**

Purpose of Registration
Federal Assistance Awards Only

Version

Current Record

BUSINESS INFORMATION

Doing Business As
(blank)

Division Name
Hla Engineering And Land Surveying, Inc.

Congressional District
Washington 04

URL
www.hlacivil.com

Division Number
(blank)

State/Country of Incorporation
Washington, United States

Registration Dates

Activation Date
Jan 28, 2025

Initial Registration Date
Feb 21, 2005

Submission Date
Jan 24, 2025

Owner

CAGE

Legal Business Name

Immediate Owner	(blank)	(blank)
Highest Level	(blank)	(blank)

Entity Dates

Entity Start Date
Feb 1, 1984

Fiscal Year End Close Date
Dec 31

Owner	
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Executive Compensation

Registrants in the System for Award Management (SAM) respond to the Executive Compensation questions in accordance with Section 6202 of P.L. 110-252, amending the Federal Funding Accountability and Transparency Act (P.L. 109-282). This information is not displayed in SAM. It is sent to USAspending.gov for display in association with an eligible award. Maintaining an active registration in SAM demonstrates the registrant responded to the questions.

In your business or organization's preceding completed fiscal year, did your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) receive both of the following: 1. 80 percent or more of your annual gross revenues in U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements and 2. \$25,000,000 or more in annual gross revenues from U.S. federal contracts, subcontracts, loans, grants, subgrants, and/or cooperative agreements?

No

Does the public have access to information about the compensation of the senior executives in your business or organization (the legal entity to which this specific SAM record, represented by a Unique Entity ID, belongs) through periodic reports filed under section 13(a) or 15(d) of the Securities Exchange Act of 1934 (15 U.S.C. 78m(a), 78o(d)) or section 6104 of the Internal Revenue Code of 1986?

Not Selected

SAM SEARCH AUTHORIZATION

I authorize my entity's non-sensitive information to be displayed in SAM public search results:

☒ Yes

ENTITY TYPES

Business Types

Entity Structure	Corporate Entity (Not Tax Exempt)
Entity Type	Business or Organization

Socio-Economic Types

Check the registrant's Reps & Certs, if present, under FAR 52.212-3 or FAR 52.219-1 to determine if the entity is an SBA-certified HUBZone small business concern. Additional small business information may be found in the SBA's Dynamic Small Business Search if the entity completed the SBA supplemental pages during registration.

Profit Structure	For Profit Organization
Organization Factors	Subchapter S Corporation

FINANCIAL INFORMATION

Payments

Accepts Credit Card Payments	Debt Subject To Offset ?
No	No

ACCOUNT DETAILS

EFT Indicator **0000**
CAGE Code **36NF7**

Electronic Funds Transfer

Account Type	Checking
Account Number	*****74
Routing Number	*****74
Lockbox Number	(blank)
Financial	KEY BANK

Automated Clearing House

Phone (U.S.)	5095756708
Phone (non-U.S.)	(blank)
Email	(blank)
Fax	(blank)

Remittance Address

HLA Engineering and Land Surveying Inc
2803 River Road
Yakima, Washington 98902-6389
United States

TAXPAYER INFORMATION

Taxpayer Name	Name/Title of Individual
HLA Engineering and Land Surveying Inc	Executing Consent President
Address	Signature
2803 River Road, Yakima, WA 98902-6389 United States	MICHAEL T BATTLE
	EIN
	*****7188
Type of Tax	
Applicable Federal Tax	
Tax Year (Most Recent Tax Year)	
2024	
TIN Consent Date	
Jan 24, 2025	

POINTS OF CONTACT

Accounts Receivable POC

Primary Point of Contact

Krystal R. Backes, Billing Manager

Email	Phone	Fax
kbackes@hlacivil.com	509 966-7000	5099653800

Electronic Business

Primary Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

Alternate Point of Contact**Kelly L Hedrick, HR Manager**

Email	Phone	Fax	Address
khedrick@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902 United States

Government Business**Primary Point of Contact****Michael T Battle, President**

Email	Phone	Fax	Address
mbattle@hlacivil.com	509 966-7000	5099653800	2803 River Road Yakima, Washington 98902-6389 United States

Alternate Point of Contact**Lisa R Adams, Controller**

Email	Phone	Fax	Address
ladams@hlacivil.com	509 966-7000	5099653800	2803 River Road

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CITY OF CLE ELUM
Alleyway Sewer Main Improvements
Engineer's Opinion of Construction Cost

5/22/2025
PRELIMINARY

HLA Project No. 25100

Item No.	Description	Payment Specification	Unit	Unit Cost	Overall Quantity	Overall Cost
1	Minor Change	1-04.4(1)	FA	\$10,000.00	1	\$10,000.00
2	Mobilization	1-09.7	LS	\$23,000.00	1	\$23,000.00
3	Project Temporary Traffic Control	1-10.5	LS	\$20,000.00	1	\$20,000.00
4	Crushed Surfacing Base Course	4-04.5	TON	\$100.00	35	\$3,500.00
5	HMA Surfacing Repair	5-04.5	TON	\$300.00	12	\$3,600.00
6	Manhole 48 In. Diam. Type 1	7-05.5	EA	\$5,500.00	1	\$5,500.00
7	Shoring or Extra Excavation	7-08.5	LF	\$5.00	90	\$450.00
8	PVC Sanitary Sewer Pipe 6 In Diam.	7-17.5	LF	\$160.00	110	\$17,600.00
9	Clean Existing Pipe	7-24.5	LF	\$5.00	1,630	\$8,150.00
10	Obstruction Removal, CIPP Preparation	7-24.5	EA	\$700.00	10	\$7,000.00
11	Cured in Place Pipe Rehabilitation 6 In. Diam.	7-24.5	LF	\$50.00	1,630	\$81,500.00
12	Reinstate Existing Side Sewer, Internal	7-24.5	EA	\$300.00	50	\$15,000.00
				Subtotal		\$195,300.00
				Contingency	10%	\$214,830.00
				Sales Tax	8.3%	\$17,830.89
				Total Est. Construction Cost		\$232,660.89

Note:

- 1 Spot repair approx. 10% of Harris-Oaks section estimated
- 2 Estimate 20' new 6" sewer pipe in alleyway to new MH connection.



ENGINEER'S HOURLY DESIGN ESTIMATE

Cle Elum Alleyway Sewer Main Improvements

HLA Project Number 25100E

Project Role		Principal in Charge	Project Manager												
Employee Classification		Senior Principal Engineer	Licensed Principal Engineer	Licensed Principal Land Surveyor	Director of Engineering, Construction, Other	Licensed Professional Engineer	Supervisor of Construction, Planning, Other	Licensed Professional Land Surveyor	CAD II	Administrative II	Contract Administrator II	Surveyor on Three Man Crew	Engineering Technician I	Total Labor Hours	Total Labor Dollars
TASK	RATE	\$274	\$245	\$245	\$245	\$221	\$202	\$199	\$180	\$139	\$139	\$123	\$107		
1.0 Design Engineering		2	4	2	4	51	4	2	60	2	15	12	5	163	\$30,649
1.1 Project Management, Invoicing, and Controls						5	2			2	2			11	\$2,065
1.2 Project Team Coordination Meetings						4								4	\$884
1.3 Survey								2				12		14	\$1,874
1.2 Review Inspection Video Provided by City						4							5	9	\$1,419
1.3 60% Plans & Estimate						15			24		5			44	\$8,330
1.4 90% Plans, Specs, and Estimate						13			24		4			41	\$7,749
1.5 Final Plans, Specs, and Estimate		2	4	2	4	10	2		12		4			40	\$8,328
2.0 Bid Support		0	0	0	0	12	0	0	0	0	10	0	0	22	\$4,042
2.1 Create and maintain planholder list											4			4	\$556
2.2 Address questions from prospective bidders						4								4	\$884
2.3 Prepare addenda						4					3			7	\$1,301
2.4 Participate in bid opening and award process						4					3			7	\$1,301
Total Hours		2	4	2	4	63	4	2	60	2	25	12	5	185	
Total Labor		\$548	\$980	\$490	\$980	\$13,923	\$808	\$398	\$10,800	\$278	\$3,475	\$1,476	\$535		\$34,691
DIRECT NON-SALARY EXPENSES															
														360 Miles @ \$ 0.70	\$252
GRAND TOTAL															\$34,900

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Sewer Main Lining and spot repairs between N. Oakes Ave and N. Harris Ave., and between 3rd St. and 2nd St.

6" CIPP Liner (est.) - 950 LF
(1) 6" Spot Repair (est.) - 95 LF
\$166,300 est. const. cost

Sewer Main Lining Alley between Pennsylvania Ave and Wright Ave., and between E. 1st St. and E. Railroad St. Includes new manhole at Wright Ave. intersection. City videoed this main and it doesn't have any bellies to be repaired.

6" CIPP Liner - 680 LF
48" Manhole - (1)
\$66,400 est. const. cost

