

RESOLUTION NO. 2937

RESOLUTION AUTHORIZING THE MAYOR TO SIGN TASK ORDER NO. 2022-06 WITH
HLA ENGINEERING AND LAND SURVEYING, INC., FOR ENGINEERING AND
SURVEYING SERVICES ESTABLISHING A CRUSHER CANYON
SEWER BENEFIT AREA

WHEREAS, the has installed a sanitary sewer in Crusher Canyon Road; and

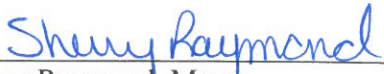
WHEREAS, the City desires to recoup the sewer project cost and recognizes a new area can receive sanitary sewer service; and

WHEREAS, the City's retained engineering firm – HLA Engineering and Land Surveying, Inc. – is willing and able to provide such engineering and surveying services; and

WHEREAS, a written Task Order has been prepared, whereby HLA will provide the necessary engineering and surveying services for an overall cost not to exceed \$9,000.00;


NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON that the Mayor be and is authorized to sign Task Order 2022-05 with HLA Engineering and Land Surveying, Inc., for the Crusher Canyon Sewer Benefit Area.

PASSED AND ADOPTED BY THE CITY COUNCIL OF THE CITY OF SELAH, WASHINGTON this 9th day of August, 2022.



Sherry Raymond, Mayor

ATTEST:



Dale E. Novobielski, Clerk/Treasurer

APPROVED AS TO FORM:



Rob Case, City Attorney

TASK ORDER NO. 2022-06

REGARDING GENERAL AGREEMENT BETWEEN CITY OF SELAH

AND

HLA ENGINEERING AND LAND SURVEYING, INC. (HLA)

PROJECT DESCRIPTION:

Crusher Canyon Sewer Benefit Area
HLA Project No. 22006E

The City of Selah (CITY) installed a sanitary sewer in Crusher Canyon Road from the west City Limits to about 200 feet east of Maple Way Road. The CITY desires to recoup the sewer project cost and recognizes a new area can receive sanitary sewer service. Therefore, the CITY would like to develop a benefit area where those properties specifically benefitted from the project would be charged an additional connection fee to repay the CITY for extension of the sanitary sewer pipeline. This project will result in the preparation of an ordinance to incorporate provisions of the new benefit area fee structure into the Selah Municipal Code.

SCOPE OF SERVICES:

At the direction of the CITY, HLA Engineering and Land Surveying, Inc. (HLA), shall provide professional engineering services to develop the Crusher Canyon Sewer Benefit Area, determine the benefit area fees, and prepare an ordinance incorporating the benefit fee structure into the Selah Municipal Code (PROJECT). HLA services shall include the following:

1.0 Benefit Area Analysis

- 1.1 Meet with CITY to discuss PROJECT and desired outcomes.
- 1.2 Prepare benefit area map.
- 1.3 Determine Crusher Canyon sewer pipeline project costs to be included in the analysis and to be considered for repayment to the CITY.
- 1.4 Develop fee structure alternatives which assess costs to benefitted property. Consider tiered approach based on distance from the new Crusher Canyon sewer pipeline.
- 1.5 Meet with CITY to discuss proposed alternatives to assessing benefit area fees.
- 1.6 Select benefit area fee structure for implementation based on CITY review.

2.0 Benefit Area Implementation

- 2.1 Finalize benefit area map and fee structure.
- 2.2 Prepare draft ordinance for CITY staff review.
- 2.3 Incorporate CITY staff comments into draft ordinance and present ordinance to CITY Council at study session.
- 2.4 Incorporate CITY Council comments into ordinance for final Council consideration.
- 2.5 Attend CITY Council meeting adopting final ordinance.

3.0 Additional Services

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

4.0 Items to be Furnished and Responsibility of the CITY

The CITY will provide or perform the following:

- 4.1 Provide full information as to CITY requirements for the PROJECT.
- 4.2 Assist HLA by placing at their disposal all available information and data pertinent to the PROJECT, including previous reports and project costs.
- 4.3 Examine all documents presented by HLA and provide written decisions within a reasonable time as not to delay the work of HLA.
- 4.4 Obtain approval of all governmental authorities with jurisdiction over the PROJECT, and approvals and consents from other individuals or bodies as necessary for completion.

TIME OF PERFORMANCE:

HLA will begin the benefit area analysis immediately following CITY Council approval of this Task Order. The draft benefit area options will be presented to the CITY by September 30, 2022. HLA will complete proposed ordinances implementing the proposed benefit area by November 30, 2022, following receipt of all CITY comments.

FEE FOR SERVICE:

For the services furnished by HLA as described in this Task Order, the CITY agrees to pay HLA the fees as set forth herein. The amounts listed below may be adjusted between phases, but the maximum amount shall not exceed \$9,000.00 without written agreement of both parties.

1.0 Benefit Area Analysis

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for an estimated fee of \$5,000.00.


2.0 Benefit Area Implementation

All work shall be performed on a time-spent basis at the normal hourly billing rates included in our General Agreement, plus reimbursement for non-salary expenses for an estimated fee of \$4,000.00.

3.0 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 hourly billing rates included in our General Agreement, plus reimbursement for direct non-salary expenses such as printing expenses, vehicle mileage, out-of-town travel costs, and outside consultants.

Proposed:  7/28/2022
 HLA Engineering and Land Surveying, Inc. Date
 Michael T. Battle, PE, President

Approved:  8-9-22
 City of Selah Date
 Sherry Raymond, Mayor