



**TO:** T.C. Broadnax, City Manager  
**FROM:** *for* Kurtis D. Kingsolver, P.E., Public Works Director/City Engineer *JK*  
Michael P. Slevin, P.E., Environmental Services Director *JK for MPS III*  
**COPY:** City Council and City Clerk  
**SUBJECT:** Request for Resolution – Special Projects of Limited Duration – March 8, 2016  
**DATE:** February 17, 2016

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**SUMMARY:**

Designate various projects as Special Projects of limited duration pursuant to the provisions of Tacoma Municipal Code Sections 1.12.155, 1.24.187 and 1.24.980 through 1.24.986, 1.30.300, and Section 6.1(h) of the Tacoma City Charter. The resolution would identify and designate projects as special projects of limited duration and allow the Public Works and Environmental Services departments to acquire project staff to supplement permanent staffing levels on an as-needed basis to support these projects.

**STRATEGIC POLICY PRIORITY:**

- Ensure all Tacoma residents are valued and have access to resources to meet their needs.
- Foster a vibrant and diverse economy with good jobs for all Tacoma residents.
- Assure outstanding stewardship of the natural and built environment.
- Encourage and promote an efficient and effective government, which is fiscally sustainable and guided by engaged residents.

Approval of this resolution will provide resources to complete capital improvement projects, residential street projects, arterial streets, and non-motorized facilities.

**BACKGROUND:**

A resolution will identify and designate the projects listed below as special projects of limited duration and allow the Public Works and Environmental Services departments to acquire project staff to supplement permanent staffing levels on an as-needed basis to support these projects.

- Hilltop and South Downtown Pedestrian Improvements
- Schuster Parkway Promenade
- 56<sup>th</sup> Street and Cirque Drive Corridor
- Lincoln Business District Streetscape
- East 64<sup>th</sup> Street: McKinley Avenue to Pacific Avenue
- 21<sup>st</sup> Street South: Jefferson Avenue to Tacoma Avenue
- St. Helens Avenue: 7<sup>th</sup> Street South to 1<sup>st</sup> Street North
- 21<sup>st</sup> Street North: Adams Street to Pearl Street
- Puyallup Avenue: C Street to Portland Avenue
- Mildred Street: 12<sup>th</sup> Street South to 9<sup>th</sup> Street North
- Taylor Way: SR509 to East 11<sup>th</sup> Street
- Portland Avenue: Puyallup Avenue to East 11<sup>th</sup> Street
- Union Avenue: South 19<sup>th</sup> Street to Center Street
- Water Flume Line Trail Phase III
- Prairie Line Trail Phase II
- Pipeline Trail
- Engineering Design Record Drawings Maintenance Project
- Foss Superfund Monitoring Project

- Schuster Slope Management Plan Implementation
- Mason Gulch Management Plan and Implementation
- Stormwater and Wastewater Utilities Asset Management Data Collection Project
- Electronic Operations and Maintenance Manual Development
- Healthy Homes, Healthy Neighborhoods
- Urban Forest Program

Please see the attachment (2016 Special Projects) for detail regarding each project, including a contact name, description, total project cost, duration, and potential personnel needs. Project staff time would be lessed (charged) out to the projects and have little or no impact to the General Fund. The special project designations would be valid for the period designated.

Project staff needs may include personnel from project management/engineering, project specialists, surveying/drafting, construction management and inspection, laboratory personnel, arborists, landscape architects, and environmental specialists. Project staff would receive all appropriate employee benefits.

**ISSUE:**

Current staffing levels are not adequate to support the increase in workload with the listed projects.

**ALTERNATIVES:**

Alternatives include hiring additional regular staff, hiring project staff on an as-needed basis, and outsourcing to facilitate completion of the administration, management and design work. Hiring project staff provides the most benefit at the least cost as staff can be added as-needed based on current year project needs over the ten-year period.

**RECOMMENDATION:**

Public Works and Environmental Services departments recommend approval of the designation of the projects as Special Projects of limited duration. This provides for cost and schedule efficiencies by increasing staffing levels where needed and as needed during completion of this work.

**FISCAL IMPACT:**

There is no fiscal impact.

Project funding will be approved through the capital budgeting process and project positions may be requested as-needed.

## **2016 Special Projects**

### **Hilltop and South Downtown Pedestrian Improvements**

Contact: Darius Thompson, 573-2410

Description: This project will construct pedestrian improvements at various locations in the Hilltop and South downtown area. Improvements will include new ADA curb ramps, bulb-outs, striped crosswalks, signage, accessible pedestrian systems, vehicle detection, or similar treatments to improve pedestrian visibility, accessibility and safety. There will be minor storm improvements constructed. This project is in the design phase and fully funded through construction.

Total Estimated Project Cost: \$1,000,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include design engineers, survey technicians, and CAD technicians.

### **Schuster Parkway Promenade**

Contact: Diane Sheesley, 591-5358

Description: The Schuster Parkway Promenade project will consist of a shared-use promenade along Schuster Parkway connecting the Thea Foss Waterway esplanade and Downtown Tacoma with Old Town and the Ruston Way shoreline promenade. Completing the 1.6 mile Schuster Promenade segment will enhance the capacity of the system for all users and promote active transportation and healthy living. This project is in the design phase. Design is fully funded. Grant funds will be pursued for construction.

Total Estimated Project Cost: \$16,600,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

### **56<sup>th</sup> Street and Cirque Drive Corridor**

Contact: Diane Sheesley, 591-5358

Description: This is a joint project with University Place and includes curbs, gutters, sidewalks and bicycle facilities filling in the gaps where none exist along the corridor extending along 56<sup>th</sup> Street from Orchard Street to Tacoma Mall Boulevard in Tacoma. The project will also include street lighting. This project is in the design phase. Design is fully funded. Grant funds will be pursued for construction.

Total Estimated Project Cost: \$8,850,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

## **Lincoln Business District Streetscape**

Contact: Tom Rutherford, 591-5767

Description: This project will provide a new streetscape within the core of the Lincoln Business District. Key project features will include a neighborhood entryway, water main and storm sewer replacements, roadway, sidewalk and pedestrian infrastructure improvements. These upgrades will be implemented along the stretch of S. 38th Street, from S. Fawcett to S. J Street and S. G Street from S. 38<sup>th</sup> to S. 37<sup>th</sup> Streets. A festival street is also planned on S. Yakima between S. 38<sup>th</sup> and S. 39<sup>th</sup> Streets. There will be a public art component to provide distinctive gateway attractions on both sides of the improved streetscape along 38<sup>th</sup> Street. This project is in the design phase. Design is fully funded and construction is funded with the exception of the festival street. Grant funds will be pursued for the festival street construction.

Total Estimated Project Cost: \$7,500,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

## **East 64<sup>th</sup> Street: McKinley Ave. to Pacific Ave.**

Contact: Dan Seabrands, 591-5150

Description: This project will include a fully improved arterial street with "Complete Street" concepts including a common left turn lane, two driving lanes, bicycle facilities, curb ramps and sidewalks on both sides of the street. Sidewalks and curb ramps will meet ADA Standards. Street lighting, landscaping, storm drainage, and utility relocation will be included where needed. This project is in the design phase. Design is fully funded. Grant funds will be pursued for construction.

Total Estimated Project Cost: \$9,000,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

## **21<sup>st</sup> Street South: Jefferson Ave. to Tacoma Ave.**

Contact: Dan Seabrands, 591-5150

Description: South 21<sup>st</sup> Street from Jefferson Ave. to Tacoma Ave. will be improved to arterial standards in support of the long-range needs identified in the Transportation Master Plan. This improvement will help serve planned developments in the Brewery District, including the Town Center Project and future UWT improvements. The planned improvements will reduce congestion along South 19<sup>th</sup> Street, and will improve the operation of the intersection of 21<sup>st</sup> Street South and Jefferson Ave. The project will also include a new traffic signal at 21<sup>st</sup> Street South and Tacoma Avenue, and a crossing treatment at 21<sup>st</sup> Street and Fawcett Ave. to improve safety and mobility for the Fawcett Street Bike Boulevard. This project is in the planning phase. Grant funds will be pursued.

Total Estimated Project Cost: \$4,500,000

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

**St. Helens Ave.: 7<sup>th</sup> Street S. to 1<sup>st</sup> Street N.**

Contact: Dan Seabrands, 591-5150

Description: This project will fully restore St. Helens Ave. from 7<sup>th</sup> Street S. to 1<sup>st</sup> Street N. to a complete street. Planned improvements include new sidewalk, curb and gutter, roadway, street lighting, landscaping and utilities where needed. This project is in the planning phase. Grant funds will be pursued

Total Estimated Project Cost: \$7,800,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

**21<sup>st</sup> Street North: Adams St. to Pearl St.**

Contact: Dan Seabrands, 591-5150

Description: This is a roadway and streetscape reconfiguration project in conjunction with TPU's realignment of power lines from the Cushman substation to Pearl Street. The towers will be replaced by single poles allowing reuse of the median for roadway improvements. The project will include new sidewalks, ADA compliant curb ramps, bicycle facilities, road rehabilitation with a new asphalt surface, and re-channelization. This project is in the planning phase. Design is funded. Grant funds will be pursued for construction.

Total Estimated Project Cost: \$18,000,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

**Puyallup Ave.: C Street to Portland Ave.**

Contact: Dan Seabrands, 591-5150

Description: The Puyallup Avenue project scope will extend from C Street to Portland Avenue and will include a complete redesign of the corridor. The new roadway will be designed as a complete street to provide an improved facility with tie-in to public transportation facilities within the Tacoma Dome district. The corridor will provide facilities for active lifestyles (such as bike lanes and improved sidewalks), green stormwater facilities if soil conditions allow, and other boulevard treatments. This project is in the Conceptual Design phase. Conceptual Design is funded.

Total Estimated Project Cost: \$19,295,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

**Mildred Street: 12<sup>th</sup> Street S. to 9<sup>th</sup> Street N.**

Contact: Dan Seabrands, 591-5150

Description: This project will include a new asphalt surface treatment to the existing roadway. The roadway will be re-channelized to connect Tacoma Community College, along Mildred Street, to the Scott Pierson Trail. The project will include removal and replacement of curb and gutter as needed, sidewalk replacement where damaged or missing, and installation of ADA compliant curb ramps. This project is in the planning phase. Grant funds will be pursued.

Total Estimated Project Cost: \$3,200,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

**Taylor Way: SR509 to East 11<sup>th</sup> Street**

Contact: Dan Seabrands, 591-5150

Description: This project will replace the existing asphalt roadway with a new concrete roadway from SR509 to East 11<sup>th</sup> Street and provide added capacity for freight at the intersection of Taylor Way and SR509. The project will also include an Intelligent Transportation System (ITS). This project is in the planning phase. Grant funds will be pursued.

Total Estimated Project Cost: \$10,000,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

**Portland Ave: Puyallup Ave. to East 11<sup>th</sup> Street**

Contact: Dan Seabrands, 591-5150

Description: This project will provide an asphalt overlay and repair isolated base failures to improve the roadway. ADA upgrades to curb ramps will also be completed where needed. This project is in the planning phase. Grant funds will be pursued.

Total Estimated Project Cost: \$1,900,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

### **Union Ave: South 19<sup>th</sup> to Center Street**

Contact: Dan Seabrands, 591-5150

Description: This project will provide a new asphalt surface treatment to the existing roadway on Union Avenue from South 19<sup>th</sup> Street to Center Street. The project will include right-of-way purchase for improvements, removal and replacement of curb and gutter and sidewalk where needed, and installation of ADA compliant curb ramps. This project is designed. Grant funds will be pursued for construction.

Total Estimated Project Cost: \$2,200,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

### **Water Flume Line Trail Phase III**

Contact: Diane Sheesley, 591-5358

Description: The project will increase non-motorized or active transportation access along South Tacoma Way, increase transit amenities, and close a two mile gap in the Historic Water Ditch Trail by constructing a trail/bicycle facility and a pedestrian sidewalk in existing City-owned right-of-way. This project is in the design phase. Grant funds will be pursued for construction.

Total Estimated Project Cost: \$9,000,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include design engineers, survey technicians, CAD technicians, construction managers and inspection.

### **Prairie Line Trail Phase II**

Contact: Chris Storey, 573-2484

Description: This project will construct the southern 1/3 mile of the Prairie Line Trail from the University of Washington-Tacoma (UWT) to South 25<sup>th</sup> Street along the former BNSF Prairie Line corridor. The trail will incorporate a hardscape path, lighting, amenities, signage, and plantings. This phase will be the final piece of the 1 mile long trail and extend the trail southward from the UWT campus. UWT completed construction of the middle trail segment across their campus in 2014. Construction of Phase I of the trail, which extends northward from the UWT campus from Pacific Avenue to Dock Street, is expected to begin in spring 2016. The Phase II design will continue the aesthetic of Phase I and complement the UWT trail segment. This project is designed. Grant funds will be pursued for construction.

Total Estimated Project Cost: \$4,500,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include design engineers, survey technicians, CAD technicians, construction managers and inspection.

## **Pipeline Trail**

Contact: Dana Brown, 591-5718

Description: The project will build a trail to increase non-motorized or active transportation in an underserved neighborhood along the Pipeline Road from East 40<sup>th</sup> Street to the south City limits. The project includes a connection to the Tacoma Dome Station via non-motorized and ADA improvements on I Street and Wright Street to the lower part of McKinley Park. The neighborhood street segments are expected to include bike shared lane markings (sharrows), wayfinding signs, and new sidewalks and curb ramps as required. It is envisioned that the trail segment in Tacoma will become part of a 16.5 mile trail that connects to the Foothills Trail in Puyallup/Orting. This project is in the planning phase. Grant funds will be pursued

Total Estimated Project Cost: \$6,500,000

Designation Duration: Continues until December 31, 2021

Potential Personnel needs: Project staffing needs may include project management, design engineers, survey technicians, CAD technicians, construction managers and inspection.

## **Engineering Design Record Drawings Maintenance Project**

Contact: Bob Saucier, 502-2114

Description: The maintenance of Environmental Services' Engineering Design Record Drawings is a critically important effort to document key information on each of the utilities' infrastructure assets. This project consists of updating engineering design drawings and the Geographical Information System (GIS) with the use of pre- and post-construction survey data, inspector field notes, and Global Positioning System (GPS) field verification. The record drawings are utilized by engineers, consultants and citizens as their first resource to plan for future upgrades and new service connections, troubleshoot system backups, locate customer side sewers, and other planning efforts. This project also includes the cleanup of erroneous data in the GIS system and the development/configuration of data systems to improve the collection and quality of the data moving forward.

Total Program Cost: \$250,000/year estimated new staff costs

Designation Duration: Continues until December 31, 2021

Potential project personnel needs: may include project management/engineering personnel, project specialists, GIS/surveying/drafting personnel, IT personnel, construction management, and inspection personnel.

## **Foss Superfund Monitoring Project**

Contact: Mary Henley, 502-2113

Description: Monitoring and data analysis efforts to show compliance with the Thea Foss and Wheeler-Osgood Remedial Action Consent Decree. Construction of the sediment remediation project was completed in 2006 and the tenth year of post-construction monitoring is approaching. Long-term monitoring required by the Consent Decree is required through 2016 and the negotiations for subsequent monitoring will occur this year. The intent of this monitoring is to ensure that the waterway does not become re-contaminated or otherwise compromised, and that habitat mitigation sites constructed as part of the project are meeting the established performance criteria. In addition, extensive stormwater monitoring is performed under the



decree to evaluate stormwater quality entering the waterway. Specific tasks in the overall monitoring program include sediment sampling, boat and sampling equipment operation and maintenance, stormwater sampling, data analysis and reporting, data management and database maintenance.

Total Project Cost: \$200,000/year estimated new staff costs

Designation Duration: Continues until regulating agencies give approval to cease monitoring. Current project status request is until December 31, 2021.

Potential project personnel needs: may include project management/engineering personnel, project specialists, sampling technicians, construction management and inspection personnel, and laboratory personnel.

### **Schuster Slope Management Plan Implementation**

Contact: Mike Carey, 404-6989

Description: Execution of the Schuster Slope Management Plan. Now that a Management Plan has been finalized and approved, work will commence to execute the plan. This project includes two distinct efforts: 1) planning and constructing remediation of the 31 acre project area through methodical completion of 9 management units in series, this effort is anticipated to take 20 years, and 2) coordination with the public as they participate in executing the plan in their own neighborhood should they wish to complete work ahead of the City's schedule. Specific tasks may include coordination with internal and external stakeholders, promoting and educating the public regarding the program, planning, designing and executing slope remediation, maintenance and inventorying. Project personnel would allow Environmental Services to quickly secure staff during program development and implementation.

Total Project Cost: \$400,000/year estimated new staff costs.

Designation Duration: Continues until December 31, 2021

Potential project personnel needs: may include project management/engineering personnel, project specialists, environmental specialists and or technicians, laborers, arborists and landscape architects.

### **Mason Gulch Management Plan and Implementation**

Contact: Desiree Pooley, 502-2126

Description: Creation and implementation of the Mason Gulch Management Plan. One public meeting has been held and baseline data is being collected. Work will continue to develop, finalize and implement the new plan. Specific tasks may include coordination with internal and external stakeholders, promoting and educating the public regarding the program, planning, designing and executing slope remediation, maintenance and inventorying. Project personnel would allow Environmental Services to quickly secure staff during program development and implementation.

Total Project Cost: \$200,000/year estimated new staff costs.

Designation Duration: Continues until December 31, 2021

Potential project personnel needs: may include project management/engineering personnel, project specialists, environmental specialists and/or technicians, arborists and landscape architects.

### **Stormwater and Wastewater Utilities Asset Management Data Collection Project**

Contact: Hugh Messer, 594-7825

Description: The Environmental Services Department's Asset Management Program requires an expedited data collection schedule of its 100,000 infrastructure assets to meet the needs of the growing utilities and additionally, to the new emerging requirements of the City's expanded roadway program under Propositions 3 and A. The data collection, collation and analysis involves a mix of field work to discover, inspect and verify the asset register and then subsequent office work to manage the data. This work helps achieve the primary goal of the asset management program to ensure that the life-cycle cost of owning and operating our infrastructure assets is minimized while we continue to deliver the level of service that the City's customers require of its utilities.

Total Project Cost: \$1,200,000/year estimated new staff costs

Designation Duration: Current project status request is until December 31, 2021

Potential project personnel needs: project management/engineering personnel, project specialists, GIS/surveying/drafting personnel, IT personnel, construction management, inspection personnel, and maintenance personnel.

### **Electronic Operations and Maintenance Manual Development**

Contact: Bob Bailey, 502-2190

Description: The Electronic Operations and Maintenance (eO&M) Manual was initially developed as part of the Phase III Upgrade to the Central Wastewater Treatment Plant (CTP) as a requirement of the City's NPDES permit and in accordance with the Washington Administrative Code (WAC 173-240-080). The first release (eO&M Phase I) occurred in June 2011, and only contained information for the new facilities constructed as part of that large upgrade project. Since that time the eO&M Manual has been continuously updated to reflect ongoing changes at the plant, and to add new content as the needs were identified by staff. This significant effort now includes both the CTP and the City's North End Treatment Plant (NETP) requiring field verification of existing infrastructure and the conversion of all existing and newly developed record information into a three dimensional based electronic format using a program called Plant3D. Additionally, work beyond the initial development includes an upgrade to convert the database from Oracle to SQL and to add several software enhancements that will provide additional capability, and allowing for integration of the eO&M with other asset management databases. This new format will allow for the eO&M Manual to contain accurate technical information pertaining to existing facilities; which is crucial to effective asset management and the design of new upgrades to these facilities in the future.

Total Program Cost: \$400,000/year estimated new staff costs

Designation Duration: Continues until December 31, 2021

Project Personnel Needs: may include project management/engineering personnel, surveying/drafting personnel, GIS / IT personnel.

## **Healthy Homes, Healthy Neighborhoods**

Contact: Jim Parvey, 502-2273

Description: The Health Homes, Healthy Neighborhood program of the Office of Environmental Policy and Sustainability aims to connect a different underserved Tacoma community each year with existing, underutilized resources that promote household and neighborhood health and offer cost-savings. This is accomplished through door-to-door canvassing, workshops and events, and community group engagement. The program is effective because of the many internal and external partnerships leveraged and developed.

Total Program Cost: \$45,000/year estimated new staff costs

Designation Duration: December 31, 2021

Project Personnel Needs: may include project management, canvassing staff interns or project staff, administrative assistance.

## **Urban Forest Program**

Contact: Jim Parvey, 502-2273

Description: Develop and implement Tacoma's Urban Forest Program. Work will include development and revision of Tacoma Municipal Code, manuals, standard plans, and specifications; management plans; and grant applications to protect and re-establish the urban forest. The Urban Forest Program implementation will include enhancing and creating partnerships with other agencies, a vigorous public outreach process, coordination with internal stakeholders, working to train and engage volunteers, maintenance, inspection, and enforcement to support the City's goal of establishing 30 percent citywide tree canopy by 2030.

Total Program Cost: \$400,000/year estimated new staff costs

Designation Duration: December 31, 2021

Project Personnel Needs: may include project management, engineering, management analysts, environmental specialists, arborists, and landscape architects.

