



*The City of opportunity, the community of choice*

TO: **Mayor Ekberg  
Councilmembers**

FROM: **David Cline, City Administrator**

DATE: **January 2, 2019**

SUBJECT: **City Administrator's Report**

The City Administrator Report is meant to provide the Council, staff and community an update on the activities of the City and on issues that concern Tukwila. Please let me know if you have any questions or need additional information about any of the following items.

## I. **Intergovernmental Update**

- **Young Southeast Asian Leaders Initiative (YSEALI) Summit:** Mayor Ekberg attended the Young Southeast Asian Leaders Initiative (YSEALI) Summit in Singapore December 3 – 5. The Summit gathers 150 participants around the theme The United States and ASEAN: Partners in Growth and Innovation and showcases innovative approaches to economic cooperation and growth between U.S. companies, organizations and institutions present in the Association of Southeast Asian Nations.
- **King County City Managers/Administrators Monthly Meeting:** On December 5 City Administrator David Cline hosted the monthly King County City Managers/Administrators meeting at the Tukwila Community Center. At the meeting they had a roundtable discussion about Local Election Ballot Successes and Lessons learned.
- **Soundside Alliance Annual Economic Outlook Breakfast:** Councilmembers Hougardy and McLeod and Economic Development staff attended the Soundside Alliance Annual Economic Outlook Breakfast on December 6. Councilmember Hougardy serves as Chair of the Soundside Alliance and she emceed the event. Speakers included James Henderson from Greater Seattle Partners and Matthew Behrens from CBRE Hotels.
- **District 11 Legislative Luncheon:** On December 12 Mayor Ekberg, Council President Quinn, City Administrator David Cline and Deputy City Administrator Rachel Bianchi hosted the 2018 Legislative Luncheon with our District 11 legislative representatives: Senator Hasegawa, Representative Bergquist and Representative Hudgins and local business representatives.
- **Advancing Racial Equity Conference:** Mayor Ekberg, Councilmembers Idan and Quinn, City Administrator David Cline, Deputy City Administrator Rachel Bianchi and Council Analyst Laurel Humphrey attended the Advancing Racial Equity Conference on December 14. Mia Navarro, formerly the City's Community Engagement Manager, was instrumental in helping plan this conference over the past several months and attended in her new role with City of Tacoma.

- **South King County Joint Planners and Developers Workgroup**: Community Development staff attended a meeting of the SKC Joint Planners and Developers Workgroup to hear an update about the proposed housing focused interlocal agreement.
- **2020 Urban Growth Capacity Study**: Community Development staff participated in the Technical Committee meeting for the 2020 Urban Growth Capacity Study on December 18. King County GIS will be conducting analyses on development that has happened around the County since the last report was completed. Staff will be working with King County over the next two years to provide data and input on the study methodology.
- **SCATBrd Meeting**: Community Development staff attended the monthly SCATBrd meeting on December 18. The group reviewed the proposed legislative agenda for 2019, which is expected to be finalized at the beginning of 2019. Representative Adam Smith attended the meeting to provide input on the proposed legislative agenda and to answer questions.
- **SCA Caucus Workshop**: Staff attended an SCA Caucus Workshop for members of the Regional Transit Committee on December 19. The group reviewed two recent motions passed by the King County Council as part of the budget process: (1) a motion expressing support for regional planning, coordination and funding efforts to address implementation of the Metro Connects plan and ongoing maintenance needs of King County's transportation infrastructure and transportation improvements; and (2) a motion outlining a process to develop a regional mobility framework for evaluating mobility innovations. The group also discussed possible 2019 workplan items.

## II. **Community Events**

- **Spirit of Giving**: Nearly \$20,000 in donations and gifts were collected to help support over 300 children and families in Tukwila for this year's Spirit of Giving program. The following have contributed hundreds of dollars in monetary and gift donations: Strong-Bridge Envision, Zee Medical, Teamsters Local 763, King County Metro: Tukwila Base, Vault insurance, BECU, Inspirus Credit Union, Macy's Logistics, Twin Peak Restaurant, Olive Garden, Tukwila Arts Commission, Tukwila Library Advisory Board, Tukwila Parks Commission, as well as individual donors. We've received several boxes of gifts from local residents who had collected items throughout the year to help the program.
- **8<sup>th</sup> Annual Teen Leadership Summit**: The 8<sup>th</sup> Annual Teen Leadership Summit was held in Shoreline at the Richmond Highlands Recreation Center on December 15. Approximately 60 young people from 8 different communities (Tukwila, Shoreline, Seattle, Olympia, Lacey, Auburn, Renton, and Burien) attended the event which included small group discussions on the education gap, teacher diversity, school safety, racial equity vs equality, and immigration. Nate Robinson and 9 Teens for Tukwila members participated in the event.

### III. Staff Updates

#### **Public Safety**

- **Train-the-Trainer: Community Policing and Engagement:** Sergeant Zack Anderson and Officer Matt Valdez attended *Train-the-Trainer for Community Policing and Engagement* training.
- **Shop With A Cop:** Officer Lisa Harrison organized the *Shop With A Cop* event held on Saturday, December 8. The Tukwila Children's Foundation, Target, the Tukwila Family Fun Center & Bullwinkle's Restaurant, Azteca Mexican Restaurants, Acura of Seattle and Jimmy John's for contributed to the event.

#### **Project Updates**

- **42<sup>nd</sup> Ave Phase III:** Estimated Completion: December 2018  
All private service connections for this project was completed on December 19. City staff are coordinating with various utilities to complete their overhead to underground utility conversions.
- **53rd Ave S:** Estimated Completion: March 2019  
Contractor has completed the main line stormwater installation and continues to install the lateral connections. The electrical subcontractor continues to install services to residences. The contractor will begin installation of the curb and gutters after the holidays. It is anticipated that the base lift of paving will be installed in the first quarter of 2019.
- **BAR Bridge Rehabilitation:** Estimated Completion: February 2019
- Contractor continues to work on the sidewalk over the railroad and is anticipating completion by the second week of January. The contractor will look at shifting the traffic lanes in late January to complete incidental expansion joint work. Construction is on schedule for completion in February.
- **Tukwila Pond:** Parks maintenance staff have been clearing site lines on the west side of the Tukwila Pond Park. Staff is taking great care to not remove any trees, removing only invasive plants and dead foliage. The goal will be to increase visibility and safety within the park to reduce illicit activities and increase foot traffic within the park.
- **Surface Water Billing Handled by King County Beginning 2019:** On December 14 postcards were mailed out to all Tukwila property owners advising that surface water billing for the City of Tukwila will now be included on property tax statements mailed out by King County.

#### **Boards and Commissions**

- Arts Commission: No vacancies.
- Civil Service Commission: No vacancies.
- COPCAB: **Vacant Position: School District Representative and Student Representative.**
- Equity & Social Justice Commission: **Vacant Position: Student Representative.**
- Human Services Advisory Board: **Upcoming Vacancy: Position #3 Resident.** Recommended appointment scheduled for January 7, 2019.
- Landmark Commission: No vacancies.

- Library Advisory Board: **Vacant Positions: Position #7 Resident & Student Representative.**
- Lodging Tax Advisory Committee: No vacancies.
- Park Commission: **Vacant Positions: Position #4 Resident & Student Representative.**
- Planning Commission: **Upcoming Vacancy: Position #5 Resident.** Recommended appointment scheduled for January 7, 2019.

**TUKWILA PUBLIC SAFETY PLAN**  
Monthly Update  
December 31, 2018

**Overall Plan**

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*Outreach*

- The second open house in 2018 took place on Saturday, November 17 from 10:00 a.m. to 12:00 p.m. at Valley View Sewer District.

*Financial Oversight Committee*

- The Committee reported to council on September 4, 2018.

*Siting Advisory Committee*

- The Siting Advisory Committee voted to defer regular meetings as the major decisions have been made. They will meet on an as-needed basis.

*Acquisition Lease Updates*

- Staff secured leases with nine businesses and expects to have the remaining leases completed by the end of November.

*Disadvantaged Business Enterprise (DBE) Outreach*

- See attached report.

*Near-term Council Decisions and Key Dates*

- January – DLR contract amendment no. 3 for forestry and environmental services
- January – Contract for commissioning agent
- January – Contract for special inspections during construction

**Fire Stations**

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*Siting*

- The single-family home on the new Station 54/Star Nursery site has been demolished.

*Architecture and Programming*

- Architectural program has been reviewed and approved by the team.
- Concurrent review and pricing of the Schematic Design by GCCM Contractor, Lydig, and estimating consultant has been completed and was shared with Council in February 2018. Council gave approval to begin Design Development for Station 51.

### *Design and Permitting*

- Design Development for Station 51 began mid-February; the team met meeting weekly. Design Development effort wrapped up in June, 2018 with Design Development pricing effort in July and August.
- Construction Documents phase for Station 51 were completed and distributed to the team December 20, 2018.
- Schematic Design phase underway for Station 52.
- Building permit for Station 51 was submitted in October. Anticipate receiving approved permit approval in December in all areas except wetlands report.
- Permitting coordination meetings with City Staff are ongoing for Station 51 and Station 52. Station 52 anticipated to be phased permitting. Pre-application for Station 52 permit was submitted in November, 2018.

### *Bidding and Construction*

- Pre-construction services starting for Station 51 and 52 are underway.
- Lydig completed the selection of mechanical and electrical subcontractors through the Electric Contractor/Construction Management (ECCM) and Mechanical Contractor Construction Management (MCCM) selection process. Valley Electric and Johansen Mechanical Inc. were selected. With Council decision to not move forward with FS54, we cannot move forward with ECCM. MCCM method for mechanical subcontractor will provide for a consistent mechanical subcontractor for all three stations and will be able to provide critical expertise during the Design Development phase. This contract is managed by the GCCM under the pre-construction phase.
- Bidding is scheduled to begin for 51 in January, 2019 with construction for 51 to begin late March, 2019.
- Bidding and construction phases scheduled to begin for 52 in June, 2019. Early site work is anticipated to begin in July.

## **Justice Center**

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### *Siting*

- The City has agreements with all affected businesses on the Justice Center site.
- The City has agreements with all property owners and will take ownership of all remaining properties on the Justice Center site by the end of the year. The long-vacant building between Church by the Side of the Road and the Travelodge has now been demolished. The Travelodge is now empty, and the project team is accelerating the demolition of this building.
- The City received Public Use and Necessity from Superior Court on September 14; no party contested it due to the agreements made with all of the business owners.

### *Architecture and Programming*

- DLR Group's Building Program Report was submitted December 8, 2017. Program and Estimate was presented to Public Safety Committee in December and Council in January, 2018.

### *Design and Permitting*

- DLR architects have completed the Design Development phase of the project. BNBuilders and Roen (the architect's estimating consultant) compared their estimates and the project is within the revised budget. The Design Development and budget was presented to the Council in October and remains within the adjusted budget.
- The project team has initiated the permitting and land use entitlements process and submitted applications for SEPA, Design Review, Conditional Use Permit and Parking Determination in October. The SEPA determination is expected in November and the Conditional Use Permit and Design Review approvals are expected in December.
- The project team will submit an application for construction permit (sitework/utilities) in November of 2018, with issuance expected in January of 2019.

### *Bidding and Construction*

- BNBuilders, the selected GC/CM, started pre-construction services following Council approval of their contract on March 19, 2018.
- BNBuilders will continue to work with the team on design phases, constructability, cost estimating and scheduling throughout design and preconstruction.
- Construction scheduled to begin in April, 2019.

## **Public Works Facility**

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### *Siting*

- Due diligence items related to site acquisition are complete. The assessment of existing structures is complete.
- The City has agreements with all of the businesses on the Public Works site with the exception of one.
- The Public Use and Necessity trial was held Friday, May 25 and the City was granted its request.

### *Architecture and Programming*

- Team solicited for Architectural services. Council approved a contract for programming and master planning services with SHKS in November 2018. Master planning and programming phase began in late 2018, scheduled to be completed in May of 2019.

### *Design and Permitting*

- Phase I design scheduled to begin Q2 in 2019, after council approval.

### *Bidding and Construction*

- Phases scheduled to begin in Q4 2019.

### **Budget**

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- Based on Council direction to move forward with Station 51, Station 52, Justice Center and Public Works Facility (\$30M), team has updated the budgets.

### **Schedule**

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#### **January 2019**

- Fire Station 51 building permit issued
- Fire Station 51 subcontractor bidding
- Justice Center subcontractor bidding
- Justice Center Construction Permit (sitework/utilities) issuance
- Justice Center Construction Permit (main building) submittal
- Commissioning Consultant Contract to Public Safety Committee and Council
- Construction Inspections Consultant Contract to Public Safety Committee and Council
- Commissioning Contract to Public Safety Committee and Council
- Construction Inspection Contract to Public Safety Committee and Council

#### **February 2019**

- Fire Station 51 Construction Contract Approval to Public Safety Committee
- Fire Station 52 schematic design estimate to Committee
- Fire Station 52 design development begins
- Public Works master plan present to Public Safety Committee

#### **March 2019**

- Fire Station 51 Construction Contract Approval to Public Safety Council
- Fire Station 52 schematic design estimate to Council
- Fire Station 51 construction begins

#### **April 2019**

- Justice Center Construction Permit (main building) issuance
- Justice Center construction begins (building demolition and hazardous materials abatement)
- Fire Station 52 design development cost estimating complete with GCCM involvement
- Public Works programming complete
- Public Works Phase I design begins



**May 2019**

- Fire Station 52 design development cost estimating to Public Safety Committee
- Fire Station 52 construction documents begin
- Public Works programming and estimates to Committee and Council

**June 2019**

- Fire Station 52 design development estimate to Committee and Council
- Public Works phase 1 design begins
- Fire Station 52 phase 1 permit submitted
- Fire Station 52 phase 1 bidding

**July 2019**

- Fire Station 52 phase 1 permit received
- Fire Station 52 phase 2 permit submitted
- Fire Station 52 phase 1 Lydig contract amendment to Committee and Council

**August 2019**

- Public Works Phase I design complete and presented to Public Safety Committee and Council
- Fire Station 52 construction documents begin
- Fire Station 52 phase 2 bidding

**September 2019**

- Fire Station 52 phase 2 permit received
- Fire Station 52 Lydig contract amendment to Committee and Council
- Fire Station 52 phase 2 construction begins

# TUKWILA PUBLIC SAFETY PLAN

## Monthly DBE OUTREACH EFFORTS

12.31.18

### Outreach Consultant updates for December 2018

- The month of December has been quiet since all outreach events for public agencies and other minority organizations are done for the year 2018. I will be sending out to the team various Outreach opportunities for the upcoming months by mid January 2019.
- I have reached out to Lydig & BNB informing both to prepare and start reaching out to NAMC & Tabor starting February 2019 and be visible to both organizations by attending monthly meetings.
- I have also followed this with an email to Kiel Lunsford/Lydig & Geri Urbas/BNB to start strategizing a plan and put a presentation to both organization. I will keep the team posted of the efforts from Lydig & BNB of how this is going to unfold.
- I am also continuing to reach out to all the Pre-Apprenticeship Program on their upcoming events, such as Seattle Vocational Tech; ANEW/PACE, YouthBuild, PACT, Cement Masons & Ironworkers for upcoming graduation schedules. I have scheduled next week to reach out w/City of Seattle John Besche, who has been communicating w/Paige McGehee at SOJ, to make sure that the line of communication is open regarding Pre-Apprenticeship Program updates.
- Continuing to have the relationship w/Building Trades on their events.



COUNCIL REPORTING SUMMARY - JUSTICE CENTER	Original Budget	Budget Transfers	Current Budget	Committed Budget	Life to Date Costs	Remaining Committed	Remaining Budget	Cost at Completion
A/E Services (both Design & CA)	\$ 3,278,125	\$ 221,875	\$ 3,500,000	\$ 3,141,729	\$ 1,372,800	\$ 1,768,929	\$ 358,271	\$ -
Permits/Fees	\$ 700,000	\$ -	\$ 700,000	\$ 20,445	\$ 20,445	\$ -	\$ 679,555	\$ -
Construction (Pre-Con, Const. & Tax)	\$ 38,738,678	\$ (11,315)	\$ 38,727,363	\$ 398,571	\$ 262,878	\$ 135,693	\$ 38,328,792	\$ -
Construction Related Costs (incl Bond)	\$ 2,112,639	\$ 170,000	\$ 2,282,639	\$ 471,466	\$ 396,951	\$ 74,516	\$ 1,811,173	\$ -
PM Services (incl Other Professional Svcs)	\$ 1,815,875	\$ 296,721	\$ 2,112,596	\$ 1,967,303	\$ 841,409	\$ 1,125,894	\$ 145,293	\$ -
Contingency (incl Construction & Project)	\$ 6,507,731	\$ (1,646,239)	\$ 4,861,492	\$ -	\$ -	\$ -	\$ 4,861,492	\$ -
Contingency for Site Contamination (soils,hazmat)	\$ -	\$ 750,000	\$ 750,000	\$ -	\$ -	\$ -	\$ 750,000	\$ -
Land Acquisition	\$ 14,133,295	\$ (81,042)	\$ 14,052,253	\$ 13,707,038	\$ 13,663,451	\$ 43,587	\$ 345,215	\$ -
Contingency for Land Acquisition	\$ 1,250,000	\$ 300,000	\$ 1,550,000	\$ 616,962	\$ 616,962	\$ -	\$ 933,038	\$ -
<b>TOTAL</b>	\$ 68,536,343	\$ -	\$ 68,536,343	\$ 20,323,515	\$ 17,174,896	\$ 3,148,619	\$ 48,212,828	\$ -

COUNCIL REPORTING SUMMARY - FIRE STATION 51	Original Budget	Budget Transfers	Current Budget	Committed Budget	Life to Date Costs	Remaining Committed	Remaining Budget	Cost at Completion
A/E Services (both Design & CA)	\$ 1,070,000	\$ 222,781	\$ 1,292,781	\$ 1,235,072	\$ 701,262	\$ 533,810	\$ 57,709	\$ -
Land Acquisition	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Permits/Fees	\$ 234,000	\$ -	\$ 234,000	\$ 34,557	\$ 34,557	\$ -	\$ 199,443	\$ -
Construction (Pre-Con, Const. & Tax)	\$ 9,396,000	\$ -	\$ 9,396,000	\$ 150,000	\$ -	\$ 150,000	\$ 9,246,000	\$ -
Construction Related Costs (incl Bond)	\$ 931,000	\$ -	\$ 931,000	\$ 83,987	\$ 78,628	\$ 5,359	\$ 847,013	\$ -
PM Services (incl Other Professional Svcs)	\$ 526,000	\$ -	\$ 526,000	\$ 343,949	\$ 113,739	\$ 230,210	\$ 182,051	\$ -
Contingency (incl Construction & Project)	\$ 1,116,000	\$ (222,781)	\$ 893,219	\$ -	\$ -	\$ -	\$ 893,219	\$ -
<b>TOTAL</b>	\$ 13,273,000	\$ -	\$ 13,273,000	\$ 1,847,565	\$ 928,186	\$ 919,379	\$ 11,425,435	\$ -

COUNCIL REPORTING SUMMARY - FIRE STATION 52	Original Budget	Budget Transfers	Current Budget	Committed Budget	Life to Date Costs	Remaining Committed	Remaining Budget	Cost at Completion
A/E Services (both Design & CA)	\$ 4,415,000	\$ 234,222	\$ 4,649,222	\$ 1,548,449	\$ 208,653	\$ 1,339,796	\$ 100,773	\$ -
Land Acquisition	\$ 16,000	\$ -	\$ 16,000	\$ 15,800	\$ 15,993	\$ (193)	\$ 200	\$ -
Permits/Fees	\$ 353,000	\$ -	\$ 353,000	\$ -	\$ -	\$ -	\$ 353,000	\$ -
Construction (Pre-Con, Const. & Tax)	\$ 13,298,000	\$ 456,500	\$ 13,754,500	\$ 125,000	\$ -	\$ 125,000	\$ 13,629,500	\$ -
Construction Related Costs (incl Bond)	\$ 1,398,000	\$ -	\$ 1,398,000	\$ 29,963	\$ 16,178	\$ 13,785	\$ 1,368,037	\$ -
PM Services (incl Other Professional Svcs)	\$ 787,000	\$ -	\$ 787,000	\$ 531,557	\$ 177,351	\$ 354,206	\$ 255,443	\$ -
Contingency (incl Construction & Project)	\$ 1,343,000	\$ (40,722)	\$ 1,302,278	\$ -	\$ -	\$ -	\$ 1,302,278	\$ -
<b>TOTAL</b>	\$ 18,610,000	\$ 650,000	\$ 19,260,000	\$ 2,250,769	\$ 418,174	\$ 1,832,595	\$ 17,009,231	\$ -

COUNCIL REPORTING SUMMARY - FIRE STATION 54	Original Budget	Budget Transfers	Current Budget	Committed Budget	Life to Date Costs	Remaining Committed	Remaining Budget	Cost at Completion
A/E Services (both Design & CA)	\$ 150,000	\$ (7,000)	\$ 143,000	\$ 132,995	\$ 131,495	\$ 1,500	\$ 10,005	\$ -
Land Acquisition	\$ 902,668	\$ 25,596	\$ 928,264	\$ 928,265	\$ 928,165	\$ 100	\$ (1)	\$ -
Permits/Fees	\$ 20,000	\$ -	\$ 20,000	\$ 1,517	\$ 1,517	\$ -	\$ 18,483	\$ -
Construction (Pre-Con, Const. & Tax)	\$ 230,000	\$ -	\$ 230,000	\$ 97,000	\$ -	\$ 97,000	\$ 133,000	\$ -
Construction Related Costs (incl Bond)	\$ 50,000	\$ 9,875	\$ 59,875	\$ 44,752	\$ 22,798	\$ 21,954	\$ 15,123	\$ -
PM Services (incl Other Professional Svcs)	\$ 107,500	\$ 630	\$ 108,130	\$ 108,130	\$ 85,279	\$ 22,851	\$ -	\$ -
Contingency (incl Construction & Project)	\$ 41,832	\$ (29,101)	\$ 12,731	\$ -	\$ -	\$ -	\$ 12,731	\$ -
<b>TOTAL</b>	\$ 1,502,000	\$ -	\$ 1,502,000	\$ 1,312,659	\$ 1,169,254	\$ 143,405	\$ 189,341	\$ -

COUNCIL REPORTING SUMMARY - PUBLIC WORKS	Original Budget	Budget Transfers	Current Budget	Committed Budget	Life to Date Costs	Remaining Committed	Remaining Budget	Cost at Completion
A/E Services (both Design & CA)	\$ 767,385	\$ 15,000	\$ 782,385	\$ 318,882	\$ 17,385	\$ 301,497	\$ 463,503	\$ -
Land Acquisition	\$ 22,000,046	\$ 3,333,913	\$ 25,333,959	\$ 25,294,683	\$ 25,294,483	\$ 2,200	\$ 39,276	\$ -
Permits/Fees	\$ 110,000	\$ (20,000)	\$ 90,000	\$ -	\$ -	\$ -	\$ 90,000	\$ -
Construction (Pre-Con, Const. & Tax)	\$ 4,950,000	\$ (1,842,500)	\$ 3,107,500	\$ -	\$ -	\$ -	\$ 3,107,500	\$ -
Construction Related Costs (incl Bond)	\$ 529,036	\$ (416,350)	\$ 112,686	\$ 64,864	\$ 49,030	\$ 15,833	\$ 47,822	\$ -
PM Services (incl Other Professional Svcs)	\$ 668,426	\$ (348,426)	\$ 320,000	\$ 279,832	\$ 125,082	\$ 154,750	\$ 40,168	\$ -
Contingency (incl Construction & Project)	\$ 975,107	\$ (721,637)	\$ 253,470	\$ -	\$ -	\$ -	\$ 253,470	\$ -
<b>TOTAL</b>	\$ 30,000,000	\$ -	\$ 30,000,000	\$ 25,958,261	\$ 25,483,980	\$ 474,280	\$ 4,041,739	\$ -



# TUKWILA PUBLIC SAFETY PLAN

