



TO: Transportation & Infrastructure Services Committee

FROM: Pete Mayer, Interim Public Works Director

BY: Kerry Murdock, Development Engineer

CC: Mayor Thomas McLeod

DATE: April 7th, 2025

SUBJECT: Turnover of underground stormwater bypass pipelines and appurtenant facilities installed within Tukwila right-of-way

ISSUE

Accept the turnover of stormwater infrastructure improvements from Prologis-Exchange 3301 South Norfolk LLC.

BACKGROUND

Prologis-Exchange 3301 South Norfolk, LLC has completed installation of approximately 688 lateral feet of storm pipe in South Norfolk Street to connect the city storm system to the original point of connection just southwest of the Norfolk Street and Airport Way intersection. As conditions of Public Works permit PW22-0033, Prologis-Exchange has constructed storm drainage infrastructure within S. Norfolk St. to connect the existing city of Tukwila storm system to the existing storm stub. The storm system was routed through the Prologis site and with redevelopment, it was capped off. Now the city of Tukwila storm system needs to be reconnected to the original point of connection. This has been filed under the Bill of Sale as part of the city's turnover process.

DISCUSSION

The public improvements have been constructed to city standards and inspected by Public Works Project Inspectors and are ready for turnover.

FISCAL IMPACT

The value of the transferred improvements from Prologis-Exchange to the city totals \$72,088 for the stormwater infrastructure constructed within S. Norfolk St. There will be no expense to the city for accepting the infrastructure other than normal expected maintenance.

RECOMMENDATION

City Council is being asked to authorize the Mayor to sign the turnover documents and consider this item on the Consent Agenda at the May 5th, 2024 Regular Meeting.

Title or Addressee

Date

Page 2

ATTACHMENTS

Bill of Sale and as-built site plan

Capital Asset Acquisition Form

Material List

Development Bulletin D3

Maintenance bond

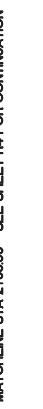
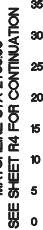
City Turnover Letter

INFRASTRUCTURE

- 688' of 18" PVC Storm Pipe
- CB#1 Type 2- 48" Saddle Manhole

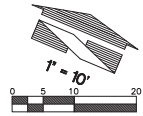
Total Value: \$72,088

NOTE: Prologis-Exchange Development Files are available at the Department of Community Development Permit Center.



Job Number
18182

Sheet
R3 of 9

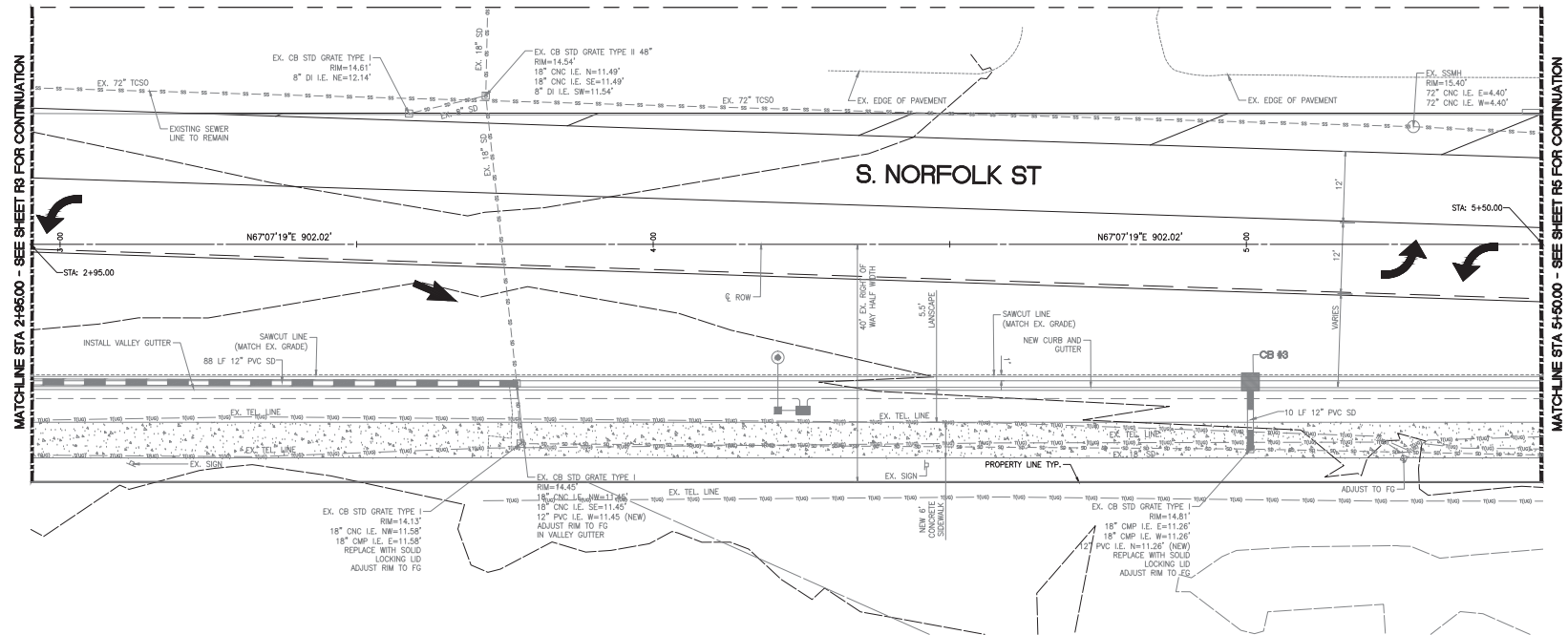
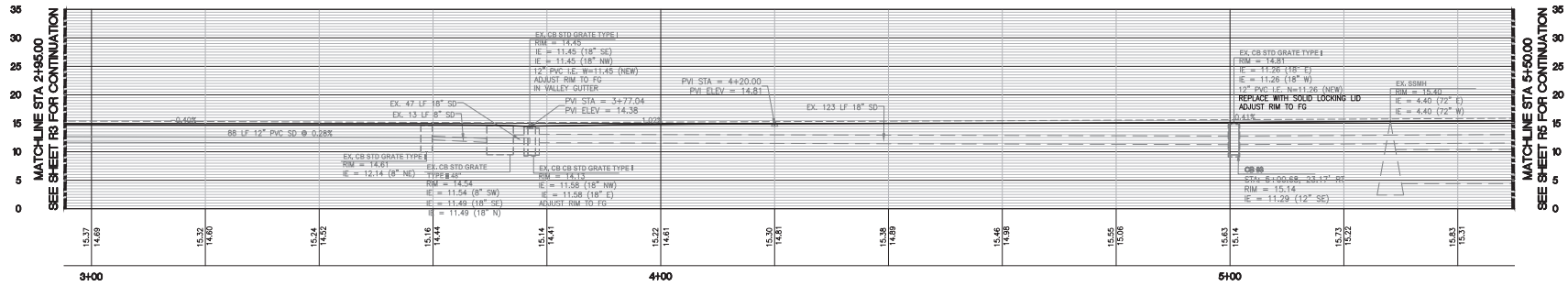


NOTE:
THE STORM LINE SHALL BE OWNED AND
MAINTAINED BY THE CITY OF TUKWILA.

SOUTH NORFOLK STREET PLAN AND PROFILE FOR PROLOGIS EMERALD GATEWAY

A PORTION OF THE NW AND NE 1/4 OF SECTIONS 03 AND 04, TOWNSHIP 23N, RANGE 4E W.M.,
CITIES OF TUKWILA AND SEATTLE, KING COUNTY WASHINGTON

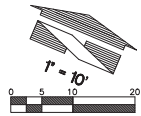
RECORD DRAWING



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						Date					



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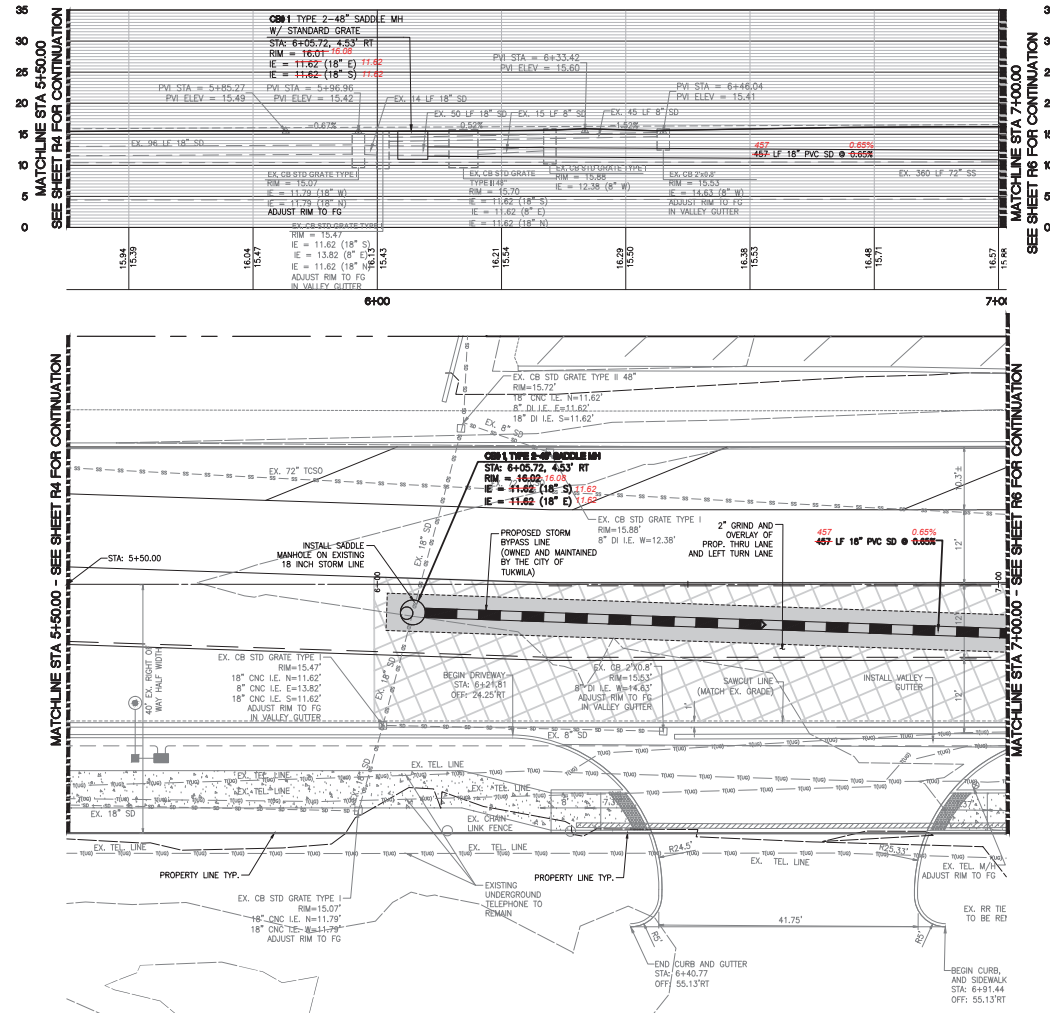


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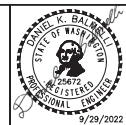
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CITIES OF TUKWILA AND SEATTLE, KING COUNTY WASHINGTON

RECORD DRAWING



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1	9/29/22	JEP	JEP	DKB	REVISED STORM DESIGN

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Approved DKB
Date 9/29/22



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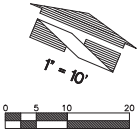


For: PROLOGIS EMERALD GATEWAY
3601 S. NORFOLK STREET
SEATTLE, WA

Title: SOUTH NORFOLK STREET
PLAN AND PROFILE
FOR
PROLOGIS EMERALD GATEWAY

Job Number
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R5 of 9

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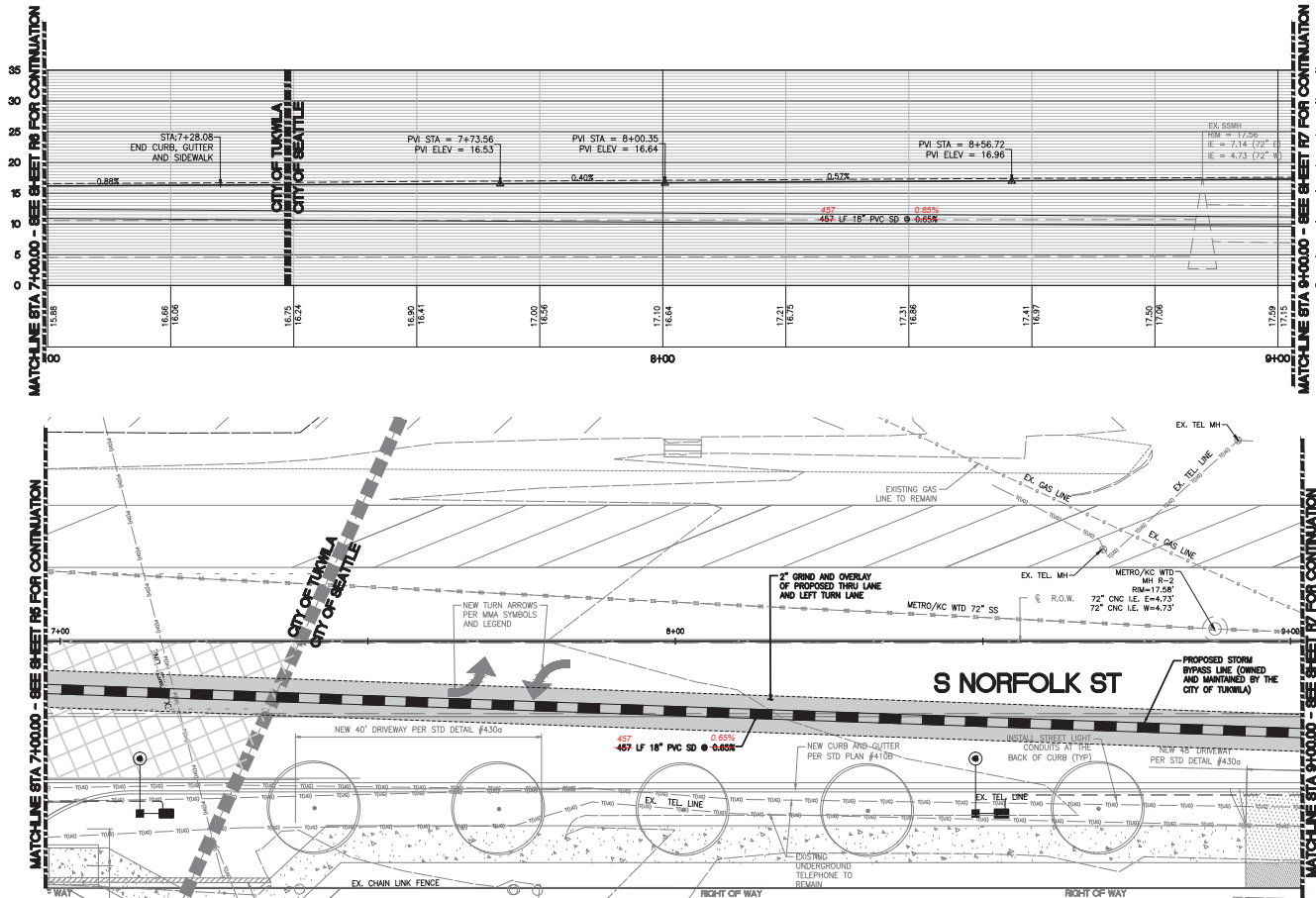


NOTES
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SOUTH NORFOLK STREET PLAN AND PROFILE FOR PROLOGIS EMERALD GATEWAY

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CITIES OF TUKWILA AND SEATTLE, KING COUNTY WASHINGTON

RECORD DRAWING



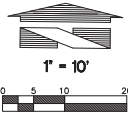
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B Barghausen
Consulting Engineers, Inc.
18215 72nd Avenue South
Kent, WA 98032
425.251.6222 barghausen.com

SOUTH NORFOLK STREET PLAN AND PROFILE

FOR PROLOGIS EMERALD GATEWAY

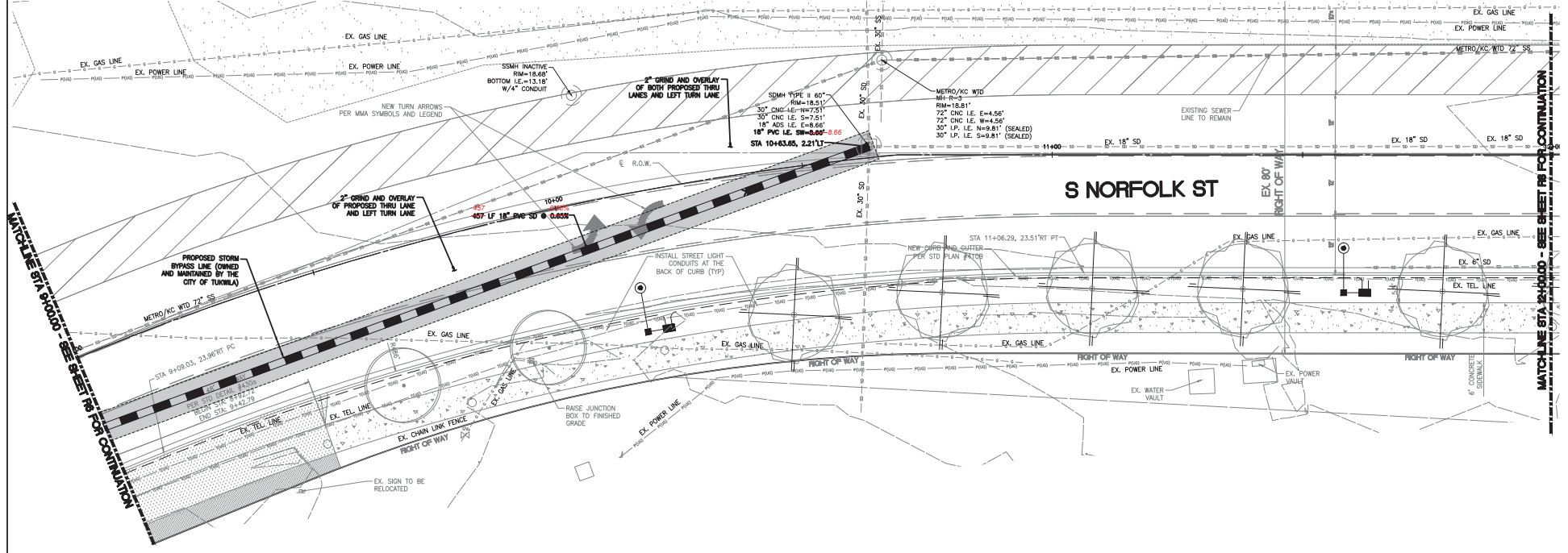
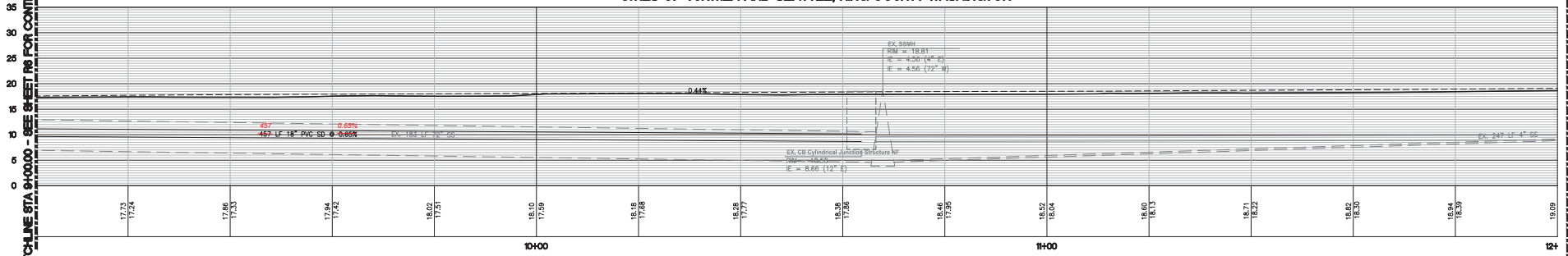
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CITIES OF TUKWILA AND SEATTLE, KING COUNTY WASHINGTON



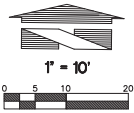
NOTES
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MATCHLINE STA 24+00.00 - SEE SHEET R6 FOR CONTINUATION



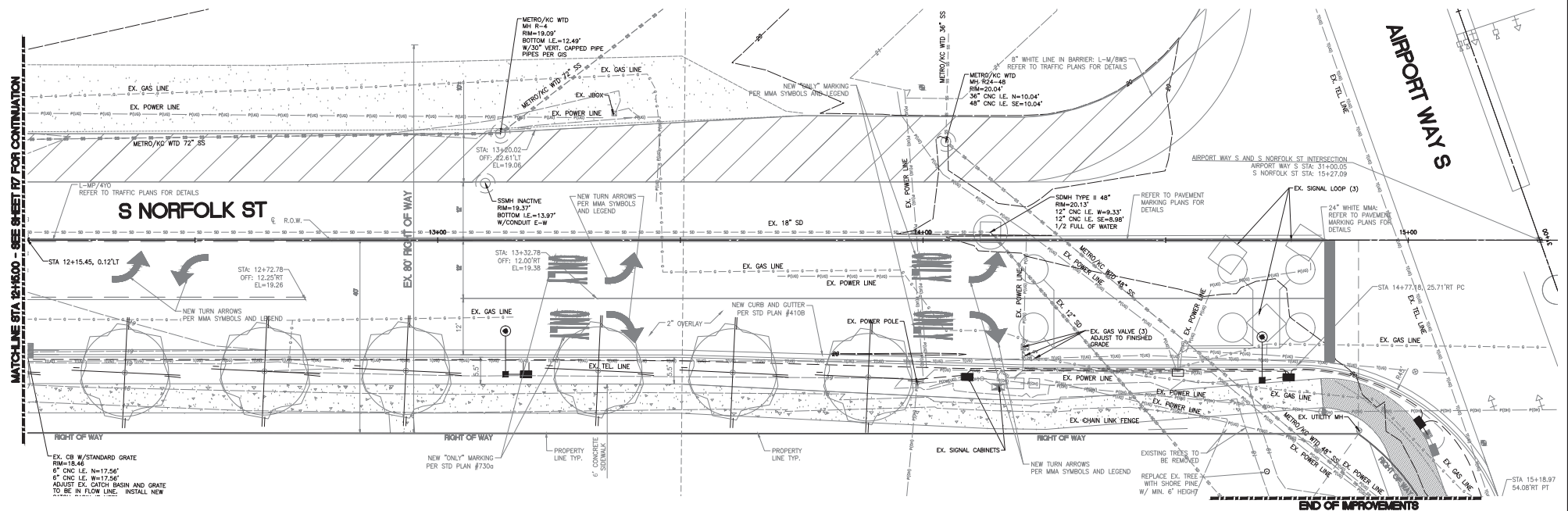
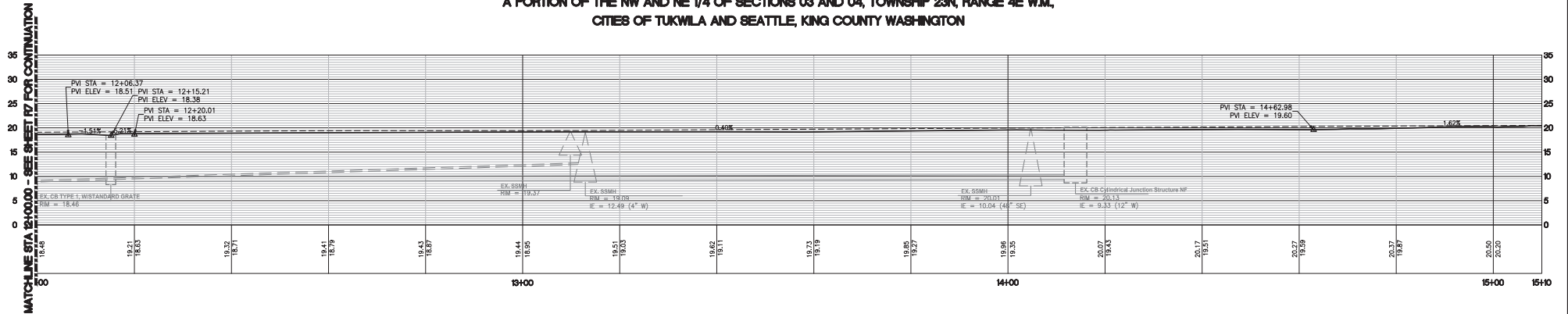
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SOUTH NORFOLK STREET PLAN AND PROFILE FOR PROLOGIS EMERALD GATEWAY

A PORTION OF THE NW AND NE 1/4 OF SECTIONS 03 AND 04, TOWNSHIP 23N, RANGE 4E W.M.,
CITIES OF TUKWILA AND SEATTLE, KING COUNTY WASHINGTON

RECORD DRAWING



No.	Date	By	Ckd. Appr.	Revision
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Approved DKB	
Date 9/29/22	





**Barghausen
Consulting Engineers, Inc.**
18215 72nd Avenue South
Kent, WA 98032
425.251.6222 barghausen.com

For: **PROLOGIS EMERALD GATEWAY**
3601 S. NORFOLK STREET
SEATTLE, WA

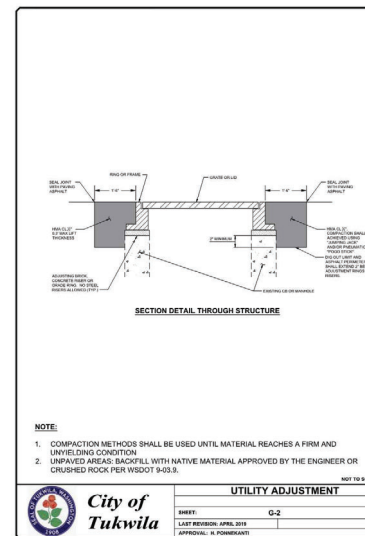
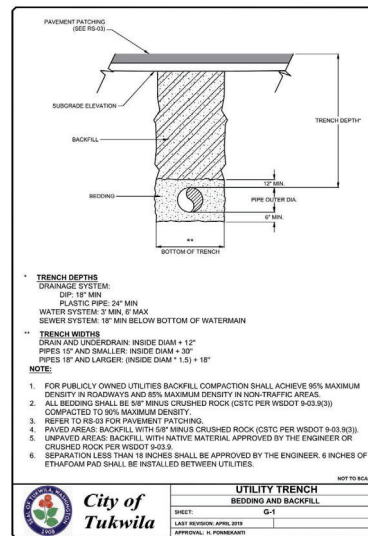
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PLAN AND PROFILE
FOR
PROLOGIS EMERALD GATEWAY**

Job Number
18182
Sheet
R8 of 9

CONSTRUCTION NOTES AND DETAILS FOR PROLOGIS EMERALD GATEWAY

A PORTION OF THE NW AND NE 1/4 OF SECTIONS 03 AND 04, TOWNSHIP 23N, RANGE 4E W.M.,
CITIES OF TUKWILA AND SEATTLE, KING COUNTY WASHINGTON

RECORD DRAWING



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						BDW	Vertical	3601 S. NORFOLK STREET SEATTLE, WA		Sheet
						JEP				R9 of 9
						DKB				

BILL OF SALE

For good and valuable consideration, the receipt and adequacy of which are hereby acknowledged, the undersigned, Prologis-Exchange 3301 South Norfolk LLC, a limited liability company organized under the laws of the state of Delaware (“Owner”), does hereby grant, bargain, transfer, sell, assign, convey, and deliver to the City of Tukwila, a Washington municipal corporation (“Grantee”), certain underground storm bypass pipelines and appurtenant facilities installed within the Grantee’s right of way, as further described on Exhibit A (“Improvements”), to have and to hold the same for the said Grantee, its successors and assigns forever.

Owner hereby covenants that they are the lawful owner of said Improvements; that the same is free from all encumbrances; that all bills for labor and material associated with the same have been paid; that it has the right to sell the same as aforesaid; and that it will warrant and defend the same against the claims and demands of all persons with respect to the foregoing covenants and will pay any costs, including reasonable attorney fees incurred by Grantee, arising out of any such claim or demand.

The Improvements are hereby conveyed in consideration of the agreement of Grantee, for itself, its successors and assigns, to accept ownership of the Improvements and to maintain the same as provided for in applicable city ordinances.

TO HAVE AND TO HOLD the same unto the said Grantee, its successors and assigns, forever.

[Remainder of page intentionally left blank.]

IN WITNESS WHEREOF, the Owner has executed this Bill of Sale this ____ day of _____, 2025.

OWNER:

PROLOGIS-EXCHANGE 3301 SOUTH NORFOLK
LLC, a Delaware limited liability company

By: PROLOGIS, L.P., a Delaware limited
partnership, its sole member

By: PROLOGIS, INC., a Maryland corporation,
its general partner

By: _____
 Jake Maxwell, Vice President

STATE OF WASHINGTON)
) ss
COUNTY OF KING)

I certify that I know or have satisfactory evidence that Jake Maxwell is the person who appeared before me, and said person acknowledged that he signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Vice President of PROLOGIS, INC., a Maryland corporation, as the general partner of PROLOGIS, L.P., a Delaware limited partnership, as the sole member of PROLOGIS-EXCHANGE 3301 SOUTH NORFOLK LLC, a Delaware limited liability company, to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

DATED: _____, 2025.

Notary Public for the State of Washington
residing in _____, _____
(City) (State)

Print name: _____

Commission expires: _____

By: _____
Title: _____

City Clerk

STATE OF WASHINGTON)
) ss.
COUNTY OF _____)

DATED December _____, 2025.

14

EXHIBIT A

PW22-0033 APPROVED PLAN SET SHEETS R1-R9

CITY OF TUKWILA CAPITAL ASSET ACQUISITION FORM

INSTRUCTIONS. The Owner or Owner's Representative completes this form for transfer of a capital item to the City. The City Clerk processes the form.

TRANSACTION.

1. ☐ **DEVELOPER'S AGREEMENT**

Name: _____

Council Action Dated: _____

2. ☐ **BILL OF SALE**

Total Construction Cost of Capital Asset: \$ _____

Grantor: _____ Grantee: _____

3. ☐ **OTHER**

Description: _____

ASSET DESCRIPTION. ☐ Water ☐ Sewer ☐ Storm ☐ Curb/Gutter/Sidewalk ☐ Other

I certify that to the best of my knowledge the above information is true and accurate.

Signature – Department Head

Date

I hereby approve the acceptance of the named asset(s) on behalf of the City.

Mayor

Date

Note: Assets over \$40,000 in value require Council action and approval.

By council action at a council meeting dated _____ 20 ____, the above assets were accepted.

Council President

Date

ATTEST: City Clerk

Date

DOCUMENTATION ATTACHED:

☐ Turnover Request Letter

☐ Bill of Sale

☐ Easements

☐ Material List

☐ Title Report

☐ Record Drawings

☐ ROW dedication

☐ Other: _____

DISTRIBUTION LIST: ☐ City Clerk ☐ Utility Asset Acctg. ☐ Maint. Div I Utility

MATERIAL LIST

PROJECT NAME: _____

PERMIT NO: _____

DESCRIPTION (length, size, material & type)	QUANTITY	AVERAGE UNIT COST	DATE INSTALLED	SERVICE LIFE TOTAL (YRS)	ORIGINAL COST TOTAL	DEPRECIATION PER YEAR	ACCUMULATED DEPRECIATION

TOTAL COSTS: _____

SIGNED: _____

DATED: _____



**CITY OF TUKWILA
Public Works Department
206-433-0179**

**DEVELOPMENT BULLETIN D3
TURNOVER PROCESS**

Permit Number	PW22-0033
Applicant/Owner	Prologis LP
Project Address	3301 S Norfolk St
Parcel Number(s)	0003400042
Date Submitted	2/20/2025

TURNOVER PROCESS AND DOCUMENT DESCRIPTIONS

For turnover of privately built infrastructure to the City of Tukwila, the Owner, or the Owner's authorized agent, submits a completed turnover packet to Public Works 3 weeks before requesting Public Works final inspection. Using the enclosed City of Tukwila forms, provided for your convenience, will help ensure the turnover submittal is complete. Final Inspection will not be scheduled until Public Works receives the turnover submittal.

Once the Public Works Department receives the turnover submittal, the Department reviews the submittal for completeness and accuracy. Public Works may request additional information or corrections to the submitted documents. Generally, the review will not hold up Final Inspection.

When all the paper work is complete, the Public Works Director presents the request for turnover to the City Council. The acceptance process can take 2-6 weeks. Following acceptance, the City Clerk records the infrastructure documentation.

If you have any questions regarding completion of these documents, please contact the Public Works Permit Technician at 206-433-0179.

DEVELOPMENT BULLETIN D3

TURNOVER PROCESS

DOCUMENT DESCRIPTION

TURNOVER LETTER

Purpose: Provides formal request to the City to accept constructed infrastructure and any related rights-of-way and easements as public.

Description: A letter addressed to the City of Tukwila requesting acceptance of constructed infrastructure. The letter includes a brief description of the infrastructure and reasons for turnover, for example, public infrastructure required due to development, and description of turnover paperwork being submitted.

RECORD DRAWINGS, AS-BUILT PLANS, & VICINITY MAP

Purpose: Provides permanent record for City Engineering and Maintenance Divisions. Used by Mayor/Utilities Committee and Council when reviewing the request for turnover.

Description: Submit Record Drawing and As-built plans to Public Works on 3.5 diskette in AutoCAD and on 24" x 36 " mylar sheets drawn to scale, with the following inclusions:

- Information on record drawings including: locations of existing and abandoned-in-place components, dimensions, slopes, materials, inverts, distances, finished grades and capped utilities
- Construction Notes applicable to components of system
- Easements
- Rights-of-way
- Stamped Engineer block with signature

BILL OF SALE

Purpose: Provides legal instrument for transferring infrastructure and easements/rights-of-way from the Owner to the City.

Description: A brief summary of the installed system and attached legal descriptions of easements and rights-of-way. Bill of Sale form enclosed.

Note: Documents will be recorded at King County Records. Please ensure all text and signatures are within a 1" margins on all four sides.

DEVELOPMENT BULLETIN D3

TURNOVER PROCESS

CAPITAL ASSETS ACQUISITION FORM

Purpose: Processing acceptance and signoff of infrastructure by Public Works/ Administration/Council/Finance.

Description: A brief summary of all components installed or constructed and totals construction cost. Capital Asset Acquisition form enclosed.

Note: State law requires assets acquired from a special service district to be transferred by ordinance.

MATERIAL LIST/INFRASTRUCTURE SPREADSHEET

Purpose: Provides complete description and constructed value of infrastructure. The Finance Department uses this to record value of City property.

Description: A spreadsheet, which shows a description of each component of the system, the actual constructed cost for each component and the total construction, cost for the system. Spreadsheet must be signed and dated by Owner or authorized agent. Material List form enclosed.

EASEMENTS

Purpose: Grants City the right to operate, maintain, repair or reconstruct transferred infrastructure on private property.

Description: Easement Form and two exhibits. The completed Easement Form must be signed, dated and notarized. The two exhibits are: Exhibit A, a written legal description of the easement and Exhibit B, a schematic plan (8-1/2 X 11) of the easement in relation to the project. Easement (Corporate Form) form enclosed.

Note: Documents will be recorded at King County Records. Please ensure all text and signatures are within a 1" margins on all four sides.

DEVELOPMENT BULLETIN D3

TURNOVER PROCESS

DEDICATION OF RIGHT OF WAY

Purpose: Grants right of way to the City for the purpose of road classification.

Description: Right of way Form and two exhibits. The completed right of way form must be signed, dated and notarized. The two exhibits are:

Exhibit A, a written legal description of the Right of Way and **Exhibit B**, a schematic plan (8-1/2 x11) of the right of way in relation to the project. Dedication of Right-of-way form enclosed.

Note: Documents will be recorded at King County Records. Please ensure all text and signatures are within a 1" margins on all four sides.

MAINTENANCE BOND

Purpose: Security that contractor will maintain and repair constructed infrastructure for a 2-year period. Maintenance Bond provides warranty.

Description: Completed Maintenance Bond must be signed and dated. The City determines the bond amount and the Owner may secure the bond by submitting the completed and signed Maintenance Bond Form or by Assignment of Funds. Maintenance Bond Surety Agreement enclosed.

Bond No: TBD

Maintenance Bond

KNOW ALL MEN BY THESE PRESENTS, that we

PROLOGIS-EXCHANGE 3301 SOUTH NORFOLK LLC

hereinafter

called Principal, as Principal, and FIDELITY AND DEPOSIT COMPANY OF MARYLAND,

a corporation of the State of Illinois, hereinafter called Surety, as Surety,

are held and firmly bound unto

City of Tukwila

hereinafter called Obligor in the sum of Ninety Three Thousand Three Hundred Fifteen Dollars and 60/100 (\$93,315.60)

DOLLARS, lawful money of the United States of America, to be paid to the said Obligor, or its successors or assigns, to the payment of which sum well and truly to be made, we do bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

SIGNED, sealed and dated this TBD day of _____, _____.

WHEREAS, the Principal entered into a contract with the said Obligor, dated September 8, 2022,

for

Emerald Gateway Storm Bypass - Public Works Permit# PW22-0033

and,

WHEREAS, the Obligor requires that these presents be executed on or before the final completion and acceptance of said contract and

WHEREAS, said contract was completed and accepted on the TBD day of _____, _____.

NOW, THEREFORE, THE CONDITION OF THIS OBLIGATION IS SUCH, that if the Principal shall remedy, without

cost to the Obligor, any defects which may develop during a period of (01) one year

from the date of completion and acceptance of the work performed under the contract, caused by defective or inferior materials or workmanship, then this obligation shall be void; otherwise it shall be and remain in full force and effect.

ATTEST:

PROLOGIS- EXCHANGE 3301 SOUTH NORFOLK LLC
a Delaware limited liability company

By: Authorized Person

By: _____

[Name, Title] of Prologis, Inc., a Maryland corporation

FIDELITY AND DEPOSIT COMPANY OF MARYLAND

By: _____

Tanya Chinchilla

, Attorney-in-Fact

****PLEASE SEE ATTACHED CALIFORNIA
ALL-PURPOSE ACKNOWLEDGMENT
FOR THE SURETY ****

CON80010ZZ0601f

March 12, 2025

Kerry Murdock
Development Engineer
City of Tukwila
Department of Public Works
6300 Southcenter Boulevard, Suite 100
Tukwila, WA 98188

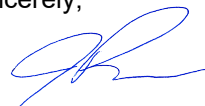
RE: City Turnover Letter
Public Works Permit Application Number PW22-0033
Emerald Gateway - 3301 South Norfolk Street
Our Job No. 18182

Dear Kerry:

The work associated with permit number PW22-0033 has been completed. The work was inspected and as-built to ensure that it meets or exceeds all city, state and federal requirements. The installed infrastructure is ready to turn over ownership to the city of Tukwila. This work includes the installation of approximately 668' of 18" PVC storm line and a storm manhole.

If you have questions or need additional information, please do not hesitate to contact me at this office. Thank you.

Sincerely,



James E. Pullicino
Senior Civil Project Manager

JP/jd/yg
18182c.065.docx
enc: As Noted
cc: