

# Public Works Department 2020 - 2021 Work Plan



## About the Public Works Department:

- The Public Works Department consists of Capital Projects Engineering, Right-of-Way, Water Utility, Sanitary Sewer Utility, Solid Waste, Fleet Services and Administration.
- Each utility has an adopted Comprehensive Plan that serves as a "road map" for the utility. The Comprehensive Plans cover operations and maintenance, capital reinvestment, financial planning and utility policies (Water System Plan adopted in 2016, General Sewer Plan adopted in 2019, Stormwater Plan adopted in 2006).
- Public Works maintains over 110 miles of sewer mains, over 5,129 stormwater catch basins, 113 miles of water mains, and over 84 miles of public roadways.

Work Item 1: Council Priority 2 - Prepare for Light Rail and Improve On and Off Island Mobility																							
Description	Dept. Lead / Liaison	Staff Comments	Timeline																				
<b>Prepare for Sound Transit Light Rail Station and Bus Intercept</b> <i>Working with the City Manager's Office, CPD, MIPD, MIFD, ST, Metro, and other staff to ensure safe design and implementation of ST Light Rail Station and bus intercept.</i>	Jason Kintner, Kirsten Taylor, Ross Freeman, Anne Tonella-Howe	High	<table border="0"> <tr> <td></td> <td colspan="4">2020</td> <td colspan="4">2021</td> <td></td> </tr> <tr> <td>⇒</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>⇒</td> </tr> </table>		2020				2021					⇒	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	⇒
	2020				2021																		
⇒	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	⇒														
<b>Implement Sound Transit Settlement Safety &amp; Mobility Projects</b> <i>Propose safety and mobility projects for Council review and approval utilizing adopted Guiding Principles.</i>	Anne Tonella-Howe, Jason Kintner, Kirsten Taylor	High	<table border="0"> <tr> <td>⇒</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>⇒</td> </tr> </table>	⇒	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	⇒										
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<b>Transportation Planning</b> <i>Prepare annual TIP. Work with Metro to maintain #630 Community Shuttle services for Mercer Island.</i>	Kirsten Taylor, Jason Kintner, Anne Tonella-Howe	High	<table border="0"> <tr> <td>⇒</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>⇒</td> </tr> </table>	⇒	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	⇒										
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Work Item 2: Projects																							
Description	Dept. Lead / Liaison	Staff Comments	Timeline																				
<b>Prepare Response to Initiative 976</b> <i>Following State Supreme Court ruling, mitigate impacts to Street Fund.</i>	Jason Kintner, Anne Tonella-Howe, Patrick Yamashita	Legally required	<table border="0"> <tr> <td></td> <td colspan="4">2020</td> <td colspan="4">2021</td> <td></td> </tr> <tr> <td></td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td></td> </tr> </table>		2020				2021						Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	
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<b>Water Meter Replacement Project</b> <i>More than 60% of existing water meters are greater than 15 years old and are at the end of useful life. Replacement of meters (over 7k meters) with new meter and technology. RFP completed in 2019. Implementation timing to be finetuned with contract negotiations and Utility Board/Council preference.</i>	Brian McDaniel, Jason Kintner, Alfredo Moreno, Ross Freeman	High	<table border="0"> <tr> <td>⇒</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>Q1</td> <td>Q2</td> <td>Q3</td> <td>Q4</td> <td>⇒</td> </tr> </table>	⇒	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	⇒										
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<b>Work Item 2: Projects (Continued)</b>			
Description	Dept. Lead / Liaison	Staff Comments	Timeline
<b>Honeywell Soil Remediation</b> Complete soil remediation from Underground Storage Tank (UST) fuel leak at City Maintenance Shop and adjacent property (9555/Honeywell site). Remediation underway, further efforts needed to achieve No Further Action from DOE.	Jason Kintner	Legally required	2020                      2021 ⇒ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ⇒
<b>ADA Transition Plan</b> Complete ADA transition plan to meet federal requirements.	Jason Kintner, Anne Tonella-Howe, Paul West, Matt Mornick	Legally required	⇒ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4
<b>SCADA Replacement</b> Supervisory Control and Data Acquisition (SCADA) project (monitoring and alarm system) for the water and sewer utilities. The project is currently in design and expected to extend into 2021 due to project complexities. The Department is working to establish baseline norms for system operation and sequencing for construction/replacement.	BrianMcDaniel, Water & Sewer Utility Teams, Jason Kintner	High	⇒ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ⇒
<b>King County Sewer Interceptor Project</b> King County is finalizing design of sewer replacement. Construction will impact City infrastructure and City right of way (ROW). Coordinate design and mitigate impacts of construction.	Anne Tonella-Howe, Brian, Jason Kintner, Ross, Paul, Alaine Sommargren	High	⇒ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ⇒
<b>FS 91 Remediation</b> Complete site characterization and complete remediation to attain "No Further Action" letter from DOE.	Bio Park, Jason Kintner	Legally required	Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ⇒
<b>Complete Water Vulnerability Assessment</b> Required as part of America's Water Infrastructure Act, the City must complete the Risk and Resiliency Assessment and report to the EPA by June 30, 2021. Staff will complete this work as part of the Emergency Response Plan for the Water System Plan.	Rona Lin, Anne Tonella-Howe	Legally required	⇒ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4

<b>Work Item 3: Operations</b>			
Description	Dept. Lead / Liaison	Staff Comments	Timeline
<b>Storm Response &amp; Repairs</b> Resolve emergency issues from December 2019 storm.	Jason Kintner, Brian Hartvigson	Emergency Work	2020                      2021 ⇒ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ⇒
<b>Cityworks Software Implementation</b> Refine Cityworks program workflows/business process and develop reports for key performance indicators.	PW Teams	High	⇒ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ⇒

<b>Work Item 3: Operations (Continued)</b>			
Description	Dept. Lead / Liaison	Staff Comments	Timeline
<b>Implement Sewer Utility CCTV and Combination Vector Jetter Truck</b> <i>As part of the 2019-2020 budget approval, the Sewer Utility is bringing previously contracted work for the CCTV/jetting work "in-house." The equipment will arrive in January 2020 and staff will begin completing this O&amp;M activity utilizing existing staff resources.</i>	Brian McDaniel, Sewer Utility Team	High	2020                      2021 ➡ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ➡
<b>Work Item 4: Administration</b>			
Description	Dept. Lead / Liaison	Staff Comments	Timeline
<b>Capital Improvement Plan (CIP)</b> <i>Development of the six-year capital improvement plan for Public Works projects.</i>	PW Engineers	High	2020                      2021 ➡ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ➡
<b>Utility Rate Fee Studies</b> <i>Water Rate Model, Sewer Rate Model, and Stormwater Rate Model are due for rate studies. Questions to answer include whether block rate structure remains effective, bi-monthly vs monthly billing cycles, recovery of fixed costs, connection fees and conservation efforts. Items to consider include future of utility capital program, SCADA, data available with new water meter implementation, SPU rate changes and King County Sewer rate changes. Timeline will depend on implementation of new water meters and SCADA.</i>	Jason Kintner, LaJuan Tuttle, Utility Billing	High	➡ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ➡
<b>Negotiate New Agreements with Union</b> <i>Negotiate new Collective Bargaining Agreement with AFSCME.</i>	Jason Kintner, Evan Maxim, Ryan Daly, Lara Gerheim	High	Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4
<b>Staff Transitions</b> <i>Recruit and train new staff. Key staff retirements anticipated in the next biennium.</i>	Jason Kintner	Medium	➡ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ➡
<b>2021-2022 Budget</b> <i>Prepare PW budget, including TIP and utility rates. Utility Board Presentations June, September, October.</i>	Jason Kintner, LaJuan, Anne Tonella-Howe, Patrick Yamashita	Legally required	Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4
<b>Communication Strategies</b> <i>In conjunction with City Communications Manager, Ross Freeman, continue outreach and public education efforts.</i>	Jason Kintner, Ross Freeman	Medium	➡ Q1 Q2 Q3 Q4 Q1 Q2 Q3 Q4 ➡