



Transportation Improvement Board
September 21-22, 2006 – North Bonneville, Washington
Location: North Bonneville Hot Springs: The Pro Shop Room
1252 E. Cascade Drive
North Bonneville, WA 98639
(509) 427-7767
Meeting Room: The Pro Shop

September 21, 2006
WORK SESSION AGENDA

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	<i>Increase Request</i>		
1:30 PM	A. City of Kittitas: Main Street Increase Request	Greg Armstrong	28
	<i>Sidewalk Deviation Request</i>		
2:00 PM	B. City of Shelton: Northcliff Road Sidewalk Deviation	Steve Gorcester	31
	<i>Program & Policy Issues and General Matters</i>		
2:10 PM	C. Administrative Authority for Sidewalk Increases	Steve Gorcester	33
2:30 PM	D. WAC 479 Revisions Approval	Rhonda Reinke	
	1. WAC 479-02		34
	2. WAC 479-06		38
2:45 PM	E. Proposed WAC Revisions – 479-05	Rhonda Reinke	
	1. WAC 479-05 Summary		42
	a. WAC 479-05 with marked revisions		45
	b. WAC 479-05 proposed final language (without marked revisions)		57
3:45 PM	B R E A K		
4:00 PM	F. Skamania County: USFS Road 90 RJT Briefing	Steve Gorcester	
4:25 PM	G. 2007-09 Appropriations Request & 16-Year Plan	Theresa Anderson	1
4:45 PM	H. Delayed Project Responses	Steve Gorcester	6

(Dinner on your own)



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1252 E. Cascade Drive
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September 22, 2006 – 9:00 AM
BOARD AGENDA

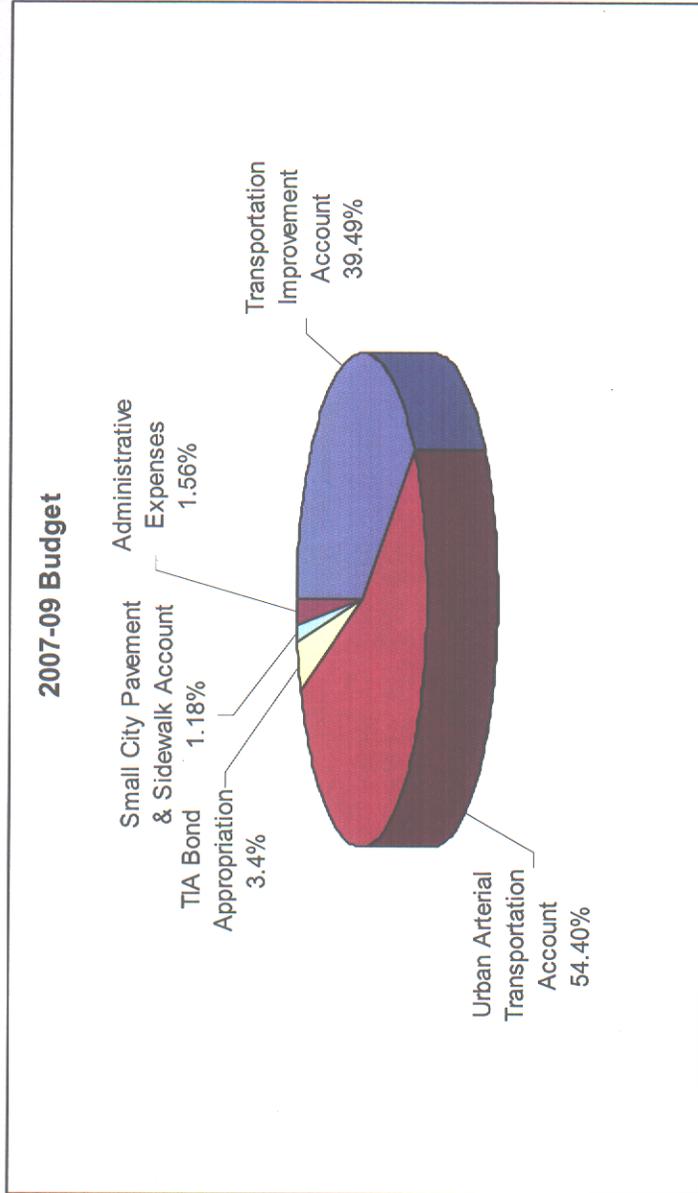
	Page
1. CALL TO ORDER	Chair Bowman
2. GENERAL MATTERS	
A. Approval of July 28, 2006 Minutes	Chair Bowman 9
B. Communications	Steve Gorcester
1. Widening project for Hwy 305 to begin next week – <i>Kitsap Sun</i>	13
2. Rising costs are hurting road projects statewide – <i>Daily Journal of Commerce</i>	14
3. Construction to begin soon on the Four Corners intersection – <i>Voice of the Valley</i>	17
4. Gateway Center project finally going to bid – <i>Peninsula Daily News</i>	19
5. Business briefing RE Todd Coleman – <i>The Columbian</i>	21
6. Monte council has to reject main Street bids – <i>The Daily World</i>	22
3. LOCAL PRESENTATIONS	Greg Armstrong
4. NON-ACTION ITEMS	
A. Chair's Report to the Board	Chair Bowman
B. Executive Director's Report	Steve Gorcester
C. Financial Report	Theresa Anderson
D. Project Activities Report (7/1/06 – 8/31/06)	Greg Armstrong 24
5. ACTION ITEMS	
<i>Increase Request</i>	
A. City of Kittitas: Main Street Increase Request	Greg Armstrong 28
<i>Sidewalk Deviation Request</i>	
B. City of Shelton: Northcliff Drive Sidewalk Deviation	Steve Gorcester 31
<i>Program & Policy Issues and General Matters</i>	
C. Administrative Authority for Sidewalk Increases	Steve Gorcester 33
D. WAC 479-02 & 479-06 Revisions Approval	Rhonda Reinke 34
6. FUTURE MEETING	
November 16-17, 2006 – Federal Way	
7. EXECUTIVE SESSION	Chair Bowman/Theresa Anderson/Rhonda Reinke
8. ADJOURNMENT	



**WASHINGTON STATE
TRANSPORTATION IMPROVEMENT BOARD
2007-09 BUDGET REQUEST**

Comparison Between the 2005-07 and the 2007-09 Budget Requests

	Biennium 05-07	Biennium 07-09	Difference
Small City Pavement & Sidewalk Account	\$2,000,000	\$2,500,000	\$500,000
Urban Arterial Trust Account	\$101,425,000	\$115,300,000	\$13,875,000
Transportation Improvement Account	\$94,401,000	\$90,843,000	(\$3,558,000)
Administrative	\$3,262,000	\$3,309,000	\$47,000





Highlights of 2007-09 Appropriation Request

Small City Pavement and Sidewalk Account

Program under run of \$300,000 carry forward from 2005-07 biennium
Interest revenue of about \$200,000

Urban Arterial Trust Account

Program under run of \$3.8 M carry forward from 2005-07 biennium
Reduction in bond debt payments by \$4.8 M in 2007-09
Minimum reserve account balance of \$1M

Transportation Improvement Account

Increase in bond debt payment by \$1.3 M
Program under run of \$2.2 M carry forward from the 2005-07 biennium
Reduction of \$7 M in bond appropriation for 2007-09
Minimum reserve account balance of \$.8 M

Administrative

Transportation Improvement Account and Urban Arterial Account each provide
\$1.6 M for operating costs in 2007-09

TIB's 16 Year Financial Plan
September 2006

(Dollars in Thousands)	05-07	07 Supp & Budget Other adj.	05-07 Total	07-09 Plan	09-11 Plan	11-13 Plan	13-15 Plan	15-17 Plan	17-19 Plan	19-21 Plan	21-23 Plan
Small City Pavement & Sidewalk Account (08M) • TIB											
Beginning Fund Balance	0	0	0	400	0	0	0	0	0	0	0
Minimum Fund Balance	0	0	0	0	0	0	0	0	0	0	0
Adjusted Balance	0	0	0	400	0	0	0	0	0	0	0
Transfer in from TPA	1,000	0	1,000	0	0	0	0	0	0	0	0
LPF Distr	1,000	0	1,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000	2,000
Treasury Deposit Earnings (80%)	100	0	100	100	100	100	100	100	100	100	100
Total Revenues	2,100	0	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100	2,100
Small City Pedestrian & Sidewalk Program	2,000	(300)	1,700	2,500	2,100	2,100	2,100	2,100	2,100	2,100	2,100
Total Expenditures	2,000	(300)	1,700	2,500	2,100						
Ending Fund Balance	100	300	400	0	0	0	0	0	0	0	0

TIB's 16 Year Financial Plan

September 2006

(Dollars in Thousands)

	05-07	07 Supp &	05-07	07-09	09-11	11-13	13-15	15-17	17-19	19-21	21-23
Budget	Other adj.	Total	Plan								

Urban Arterial Trust (112) • TIB

Beginning Fund Balance	6,822	0	6,822	6,379	140	392	546	658	824	921	1,046
Minimum Fund Balance	0	0	0	(1,000)	0	0	0	0	0	0	0
Adjusted Balance	6,822	0	6,822	5,379	140	392	546	658	824	921	1,046

Revenues

Motor Veh Fuel Tax Distr	116,461	0	116,461	124,494	132,099	136,770	140,269	143,234	146,243	149,854	153,964
Treasury Deposit Earnings (80%)	600	0	600	600	600	600	600	600	600	600	600
Distribution of excess CHAP revenue to locals	0	0	0	0	0	0	0	0	0	0	0
Oper Trfrs Out For Debt Service	(18,250)	0	(18,250)	(13,379)	(7,755)	(2,749)	(2,757)	(2,779)	(584)	0	0
Total Revenues	98,812	0	98,812	111,715	124,944	134,621	138,112	141,055	146,259	150,454	154,564

Other Agency State Expenditures

Bond Retir/Int 010 Sales Exp 406	0	0	0	0	0	0	0	0	0	0	0
Total Other Agencies	0										

UATA Operating - State Expenditures

Local Transportation Grant Board Operating	1,630	0	1,630	1,654	1,684	1,718	1,751	1,784	1,818	1,853	1,890
Total UATA Operating	1,630	0	1,630	1,654	1,684	1,718	1,751	1,784	1,818	1,853	1,890

UATA Capital - State Expenditures

Urban Arterial Program (UAP)	81,096	0	81,096	92,100	95,100	104,500	106,600	107,900	112,200	115,700	118,600
Small City Arterial Program (SCAP)	0	0	14,452	16,000	19,808	20,035	21,035	22,430	23,200	23,657	24,634
Sidewalk Program (SP)	0	0	4,367	5,600	6,300	6,276	6,676	6,801	6,931	7,068	7,209
Road Transfer Program (RTP)	0	0	1,510	1,600	1,800	1,938	1,938	1,974	2,012	2,052	2,093
UATA Program Underrun	0	(3,800)	(3,800)	0	0	0	0	0	0	0	0
Total UATA Capital	81,096	(3,800)	97,625	115,300	123,008	132,749	136,249	139,106	144,343	148,477	152,536

Total UATA Expenditures

Total UATA Expenditures	82,726	(3,800)	99,255	116,954	124,692	134,466	138,000	140,889	146,161	150,330	154,426
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Ending Fund Balance

Ending Fund Balance	22,908	3,800	6,379	140	392	546	658	824	921	1,046	1,184
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TIB's 16 Year Financial Plan
September 2006

(Dollars in Thousands)

	05-07	07 Supp & Budget	05-07	07-09	09-11	11-13	13-15	15-17	17-19	19-21	21-23
		Other adj.	Total	Plan							

Transportation Improvement (144) • TIB

Beginning Fund Balance	4,453	0	4,453	3,206	42	137	278	412	560	704	780
Minimum Fund Balance	0	0	0	(800)	0	0	0	0	0	0	0
Adjusted Balance	4,453	0	4,453	2,406	42	137	278	412	560	704	780

Revenues

Motor Veh Fuel Tax Distr	86,028	0	86,028	91,874	97,487	100,934	103,516	105,704	107,925	110,590	113,623
LPF Distr	2,500	0	2,500	5,000	5,000	5,000	5,000	5,000	5,000	5,000	5,000
Treasury Deposit Earnings (80%)	250	0	250	250	250	250	250	250	250	250	250
Transfer in from Trans Partner Account	2,500	0	2,500	0	0	0	0	0	0	0	0
Bond Proceeds	14,143	(7,143)	7,000	7,143	0	0	0	0	0	0	0
Oper Trfrs Out For Debt Service	(12,698)		(12,698)	(14,062)	(14,357)	(14,323)	(14,280)	(13,221)	(13,212)	(13,210)	(12,525)
Total Revenues	92,723	(7,143)	85,580	90,205	88,380	91,861	94,486	97,733	99,963	102,630	106,348

Sales Exp/Cost of Issuance 406	35	(18)	18	18	0	0	0	0	0	0	0
Underwriters Discount 404	120	0	120	54	0	0	0	0	0	0	0
Total Bond Expense	155	(18)	138	71	0						

TIA Operating - State Expenditures

Local Transportation Grant Board Operating	1,632	0	1,632	1,655	1,685	1,719	1,752	1,785	1,819	1,855	1,892
Total TIA Operating	1,632	0	1,632	1,655	1,685	1,719	1,752	1,785	1,819	1,855	1,892

TIA Capital - State Expenditures

Urban Corridor Program (UCP)	80,258	0	80,258	83,700	86,600	90,000	92,600	95,800	98,000	100,700	104,300
Transportation Partnership Program - Bonds	14,143	(7,143)	7,000	7,143	0	0	0	0	0	0	0
TIA Program Underrun	0	(2,200)	(2,200)	0	0	0	0	0	0	0	0
Total TIA Capital	94,401	(9,343)	85,058	90,843	86,600	90,000	92,600	95,800	98,000	100,700	104,300

Total TIA Expenditures

	96,188	(9,361)	86,828	92,569	88,285	91,719	94,352	97,585	99,819	102,555	106,192
Ending Fund Balance	988	2,218	3,206	42	137	278	412	560	704	780	936



Delayed Projects Report September 22, 2006

BACKGROUND

At the July 28, 2006 Board meeting, TIB staff provided a report to the Board on all projects that missed the Bid Award performance standard. The standard is:

- Urban Corridor Program (UCP) projects reach bid award by 5½ years
- Urban Arterial Program (UAP) projects reach bid award by 4½ years
- Projects in all other programs reach bid award by 2½ years.

TIB staff maintains regular contact with these agencies and are aware of the causes for the delays. This report provides an update on the status of the 28 delayed projects noted at the July 2006 meeting; 13 Stage I delayed projects and 15 Stage II delayed projects.

STAGES OF DELAY

Stage 1 – Notice is sent to appropriate agency and this is reported to the Board.

Stage 2 – A written schedule commitment from the agency is sent to TIB and this is reported to the Board.

Stage 3 – Agencies have not met their scheduled commitment and are requested to report to the Board for extension consideration or possible withdrawal.

STATUS SINCE JULY REPORT TO THE BOARD

There are 13 projects in Stage 1 delay. Of these:

- One project was withdrawn.
- One project was awarded.
- One project received a single bid that was 60% above the engineer's estimate. The city will re-advertise in spring 2007.
- One project's response did not meet scheduling expectations and may need to appear before the board at a future meeting to request an extension.
- Nine projects have submitted reasonable schedules.

There are 13 projects in Stage 2 delay. Of these:

- Two projects are currently being advertised.
- One project is scheduled to advertise in October 2006.
- Two projects are scheduled to award in October 2006.
- Eight projects have not reached their commitment date, but are being closely monitored.

There are two projects in Stage 3 delay. Of these:

- One project (City of Lacey) is considering a scope change due to right-of-way issues and may be brought to the Board in January 2007 for extension consideration.
- One project (City of Ridgefield) is likely to be withdrawn due to an impasse with the railroad.

Staff is waiting to see if the status of these projects changes in the next few months before determining the need for a Board hearing.

RECOMMENDATION

No action is required.

Submitted Construction Commitment

Agency	Funding Year	Project Name	Remaining TIB Total TIB Project Cost	Construction Commitment
Carnation	2004	Tolt Avenue(SR-203) ADA Improvements	100,000 100,000 143,835	February 2007
Chewelah	2003	Main Street Ehorn Lane to East C/L	139,805 319,000 456,743	February 2007
Covington	2003	Wax Rd/180th Ave SE 262nd St to 300' s/o SR 516	741,285 1,407,341 2,165,140	Spring 2007
Douglas County	2002	North Baker Ave 15th St NE to 27th St NE	1,245,679 1,278,799 2,925,000	Spring 2007
Everett	2001	Broadway & Beverly Blvd Intersection SR 526 to Spokane Street	456,417 500,000 750,000	October 2006
Everett	2005	7 th Avenue SE 93 rd St SE to 100 th St SE	42,442 107,739 179,565	Awarded
Fife	1993	Valley Avenue East 70th Ave E to Freeman Rd	1,067,336 1,425,140 5,331,613	May 2007
Granite Falls	2005	Stanley Street Granite Ave Intersection	284,460 316,838 333,514	Single Bid Rejected; Re-bid Spring 2007
King County	2001	South 272nd Street Military Road Intersection	640,000 640,000 1,619,750	September 2006
King County	2002	Coal Creek Parkway Renton C/L to Newcastle C/L	2,296,056 3,196,000 4,670,000	January 2007
Lacey	2002	Sleater Kinney Road SE Sleater Kinney Rd to 450' east on 6th Ave	1,042,710 1,140,000 1,900,000	Board Review January 2007
Long Beach	2005	Bolstad Street N Pacific Ave to Washington St	214,360 214,360 240,850	April 2007
Newcastle	2001	Coal Creek Parkway SE 95 th St to SE 84 th Way	17,746,133 18,873,875 30,452,697	February 2007
Nooksack	2005	W 2 nd Street/W Madison St Columbia St to Nooksack Ave	67,500 67,500 90,000	March 2007
Oak Harbor	2002	SR 20 SW Erie St to S Beekma Dr	123,091 156,485 506,485	City will expend \$100,000 for design and r/w and withdraw \$56,485 by Dec 2006
Port Angeles	1998	Olympic Peninsula International Gateway	994,913 1,224,106 13,408,673	October 2006
Renton	2002	Duvall Avenue SR-900 to North C/L	2,411,640 3,095,640 3,874,800	January 2007
Ridgefield	1999	Mill Street N 1st St to Foot of Mill St	222,468 269,968 284,177	Project to be withdrawn

Agency	Funding Year	Project Name	Remaining TIB Total TIB Project Cost	Construction Commitment
Seattle	2001	East Marginal Way Overpass 300' South of S Idaho to Spokane St	6,981,303 7,300,000 33,300,000	Fall 2007
Snoqualmie	2001	Snoqualmie River Trail Overcrossing	38,252 47,055 450,000	Withdrawn
Springdale	2004	W Shaffer/N Main Street Main to School St to RR crossing to 4 th	192,092 224,767 256,605	October 2006
Stanwood	2003	267 th Street NW Pioneer Hwy to 900' East	100,000 100,000 299,250	
Tacoma	2002	Narrows Dr/North 26th St N 17th St to Orchard St	1,431,520 1,545,000 2,060,000	October 2006
Tumwater	2001	Littlerock Road Trosper Rd to 73rd Ave (South C/L)	2,153,704 2,497,359 3,815,200	December 2006
Union Gap	2001	Valley Mall Blvd Extension S 3rd Ave to Washington Blvd	4,366,226 5,286,734 10,557,266	City is reassessing project scope due to funding shortfall
Yakima	2001	West Nob Hill Blvd S 68th Ave to S 80th Ave	825,000 825,000 1,058,590	Awarded
Yakima	2002	River Road N 16 th Ave to Fruitvale Blvd	1,287,935 1,568,000 1,960,000	October 2006
Yakima	2004	Lincoln Avenue 22 nd Ave to 29 th Ave	39,819 79,860 182,860	October 2006

Key: **Dark shading = projects that are
may move to another stage of delay.**

Light shading = projects that were
reported as delayed in July and are
now off of the delayed project list.

Transportation Improvement Board
July 28, 2006
Hampton Inn
Richland, Washington

MINUTES

TIB BOARD MEMBERS PRESENT

Commissioner Leo Bowman, Chair
Councilmember Jeanne Burbidge, Vice Chair
Mr. Todd Coleman
Ms. Kathleen Davis
Councilmember Bill Ganley
Councilmember Calvin Goings
Ms. Paula Hammond
Councilmember Neil McClure

Mr. Dick McKinley
Commissioner Greg Partch
Ms. Robin Rettew
Mr. David Stalheim
Ms. Heidi Stamm
Mr. Jay Weber
Mr. Ralph Wessels

TIB STAFF

Steve Gorcester
Rhonda Reink
Greg Armstrong
Theresa Anderson
Eileen Bushman/recorder

TIB BOARD MEMBERS NOT PRESENT

Mr. Mark Freiburger Mr. Harold Taniguchi
Ms. Doreen Marchione Mr. Steve Thomsen
Mr. Dave Nelson*

*Member was present at the Thursday, July 27 meeting.

CALL TO ORDER

Chair Bowman called the meeting to order at 9:02 AM. He asked Board members to introduce themselves to the two new board members Todd Coleman, ports representative from Port of Vancouver, and Ralph Wessels, non-motorized transportation representative with Bicycle Alliance of Washington. Both were appointed in early July.

John Darrington, City Manager of Richland, welcomed the TIB to the city. He noted that the city spends about \$1 million each year on road improvements, and thanked TIB for helping with Leslie Road, Taptal Loop, Keene Road, and Gage Boulevard.

GENERAL MATTERS

A. Approval of May 19, 2006 Minutes

MOTION: It was moved by Mr. McKinley with a second from Commissioner Partch to approve the minutes of the May 19, 2006 Board meeting as printed. Motion carried unanimously.

- B. Communications** – Steve Gorcester referred the Board to the newspaper articles and letters in the board packet. He specifically noted the articles referencing the widening of SR-305, which required immediate increased funding. He also mentioned the article that notes the soaring costs of construction materials and the article about Lind ribbon cutting for SR-21.

NON-ACTION ITEMS

- A. Chair's Report** – Chair Bowman welcomed the new Board members and stated that the purpose of the Board is to review criteria and make policy. He noted the challenges Board members face to not speak about their own projects and that members are not allowed to affect the outcome of their own projects.

B. Executive Director's Report

Steve Gorcester reported on:

- Meeting with the state auditor for our two-year audit. He will keep the board apprised of the results.

- The completion of implementing Executive Order 05-05, Archeological and Cultural Resources. TIB staff worked with the Department of Archeological and Historic Preservation (DAHP) to determine criteria for the cultural review. Letters were sent to agencies notifying them of any TIB funded projects that needed further review under this order. TIB projects that were past 30 percent design on July 1 and projects funded under the Small City Pavement Preservation program are exempt. Of the 126 TIB projects that were not exempt, 46 require further review. In addition, they were told that TIB would pay the cost of the review, but any findings requiring additional funds would not be automatically covered by TIB.

Board members requested that staff contact DAHP to give a presentation to help members understand the definition of "historical dirt," and learn the process and criteria used for a cultural review determination

- The unavailability of the Executive Director during the last 3 weeks of August.
- The idea of TIB offering "best projects" awards nominated by staff.
The Board requested that staff develop criteria to determine what constitutes a "best project."
- The following recent project events:
 - City of Covington – 256th Street groundbreaking
 - City of Wenatchee – Columbia Street ribbon cutting
 - City of Everett – SR-527 ribbon cutting
 - Town of Lind – SR-21 ribbon cutting
 - City of Burien – 1st Avenue South groundbreaking
 - City of Kennewick – 19th Avenue and Creekstone Drive ribbon cutting (2 projects)

C. **Delayed Projects Report**

Steve Gorcester explained the Delayed Projects process to the Board. It is a three-stage process beginning with notification to agencies that have not reached bid award in the specified timeframe since receiving the TIB grant. In the second stage of delay, the agency is required to submit an implementation plan, which includes an anticipated bid award date. By the next reporting period to the Board, any agency that has not made progress toward construction is required to appear before the board for consideration of any further extension of the project.

Two agencies, Spokane Valley (Couplet) and Bothell (39th Avenue), were brought before the Board last July requesting additional time. Both agencies withdrew their projects in May 2006.

The current list of delayed projects totals 28. Of these, 16 provided a schedule to the Board in September 2005. Twelve of those projects have not yet reached the scheduled date; four have missed their scheduled date and may need to appear before the Board in September for consideration of an extension. The four agencies that may need to appear before the Board are Everett, Port Angeles, Lacey, and Ridgefield. The remaining 12 delayed projects will receive notification requesting an anticipated bid award date.

C. **Financial Report**

Theresa Anderson reported that the TIA fund balance is improving at \$3.4 million and is moving toward the \$5 million target fund balance. To help build the TIA fund balance, increases have not been granted and \$7 million of bonds have been sold. Current expenditures in this account total \$36.8 million, with allotments at \$42.5 million.

The UATA fund balance is at \$14.9 million, well above its \$5 million target fund balance. Current expenditures in this account are at \$38 million, with allotments at \$53 million.

The average payment cycle has been kept within its target of paying within 45 days for urban projects and averaging a 20-day cycle for small city projects.

- D. **Project Activities Report** – Greg Armstrong reported that there were 63 project actions during May and June. Two projects were withdrawn; Spokane Valley Couplet and Bothell 39th Avenue, totaling a \$6.3 million surplus in the UCP. There were minor increases for the SCP and UAP. Project activities for this reporting period resulted in a net reduction of \$5.9 million in TIB commitments.

ACTION ITEMS

Increase/Scope Change Request

- A. **City of Yakima: Nob Hill Boulevard** – The City of Yakima is requesting a scope change to reduce the east project limits from South 68th Avenue to South 72nd Avenue. Requesting a scope change became necessary because of delays in the private developer permit process, which caused delays for the entire project. The scope change separates the project into a TIB segment that can proceed to construction independently, while the developer segment can be constructed later without using TIB funds. The Board questioned the viability of reducing the project with no reduction in funding. After discussion, it was agreed that it is better to fully fund a partial project then to have a delayed project that would end up costing additional funds. The City of Yakima and the private developer will pay for the remainder of the project without requesting funding from TIB.

MOTION: It was moved by Mr. McKinley with a second from Mr. Weber to approve a scope change on Yakima's West Nob Hill Boulevard project to move the east termini from South 68th Avenue to South 72nd Avenue. Motion carried with one abstention from Yakima City Councilmember McClure.

- B. **City of Poulsbo: SR-305** – The City of Poulsbo requested a \$1 million increase for the SR-305 project to avoid further delays caused by “fish window” requirements. If an increase was not immediately granted, the project would not go to construction until the next construction season to avoid interference with the salmon run into Dogfish Creek along SR-305. Because of the urgency of this increase request, the Board was polled on June 14, 2006 and a majority of the Board indicated support for the increase.

MOTION: It was moved by Mr. McKinley with a second from Councilmember Ganley to approve a \$1,000,000 increase for SR-305 bringing the total to \$4,272,000 in UCP funds. Motion carried unanimously.

- C. **City of Shelton: Northcliff Drive** – The City of Shelton is requesting a \$731,791 increase for Northcliff Road. This project required additional retaining walls to reduce right-of-way costs, additional storm drainage facilities to meet the current standard, and a cost increase in materials since the project was granted funding in 2004. Additionally, the city had federal funding in the project, which added more cost because of the environmental and right-of-way process. During the discussion of this increase request, the Board was concerned about the lack of bicycle lanes on this road and the issue of multi-modal transportation not being addressed. It was suggested that a sidewalk deviation might help, and it was agreed that the TIB staff coordinate a peer review team to determine the appropriate modifications to this project. Ms. Davis requested that a Highways & Local Program engineer be included in the peer review team.

MOTION: It was moved by Councilmember Goings with a second from Commissioner Partch to approve a \$731,791 increase for Northcliff Road bringing the total to \$2,182,350 in UAP funds, providing a peer review team evaluate the non-motorized access issues and recommend appropriate modifications at the September Board meeting.

Program & policy issues and General matters

- D. **2007 Board Meeting Locations** – The 2007 proposed meeting schedule was presented to the Board. This year, the Board was given two options, with Option 1 having six meetings during the year and Option 2 having five meetings during the year. Both options offered regional locations rather than a specific city. This allows more flexibility in finding meeting space and appropriate lodging for the Board. The initial proposed schedule had the Board meeting in the Port Angeles - Oak Harbor area in May and the Pullman – Clarkston – Walla Walla area in July. The Board requested these two locations be reversed. The Board agreed to continue meeting six times per year as noted in the following 2007 revised schedule:

DATE	CITY
January 25-26	Olympia – Lacey
March 22-23	Yakima – Ellensburg
May 17-18*	Pullman – Clarkston – Walla Walla
July 26-27	Port Angeles – Oak Harbor
September 20-21**	Lcavenworth – Chelan – Wenatchee
November 29-30***	Tacoma – DuPont

*Meeting date moved to THIRD Thursday & Friday of month due to Memorial Day weekend.

**Meeting date moved to THIRD Thursday & Friday of month due to scheduling conflict with WSAC.

***Meeting date moved to FIFTH Thursday & Friday of month due to Thanksgiving.

MOTION: It was moved by Councilmember Goings with a second from Ms. Davis to adopt the 2007 TIB meeting schedule, Option 1, with changes to the summer and spring meeting locations as noted above. Motion carried unanimously.

FUTURE MEETING

The next meeting is scheduled for September 21-22 in North Bonneville. Meeting notices will be sent out on September 1, 2006.

ADJOURNMENT

Ms. Rettew gave a brief update on Initiative 917, the latest initiative from Tim Eyman on cutting car tab taxes. The Secretary of State's Office had just announced that this initiative narrowly failed to meet the sampling to automatically put it on the ballot in November. Secretary Reed will need to do a full signature count of the petitions to determine if it is eligible for the November ballot.

Commissioner Partch noted that Initiative 933 needs to be watched closely. This initiative rolls back land use regulations and is one that TIB needs to be aware of.

Having no further business, the meeting adjourned at 10:45 AM.

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URL: http://www.kitsapsun.com/bsun/local/article/0,2403,BSUN_19088__4873716,00.html

Widening Project for Highway 305 to Begin Next Week

- The \$23.75-million project is set to be completed by 2007.

By Kitsap Sun staff
July 27, 2006

POULSBO

Work will begin next week on a \$23.75 million project on Highway 305 through Poulsbo, which will culminate in late 2007 with a widened highway, improved intersections and new bicycle lanes.

Utility crews moving power poles near Forest Rock Road will shift traffic on Highway 305 beginning Monday. Shifting traffic allows roadwork to proceed, while keeping all lanes open, according to the state Department of Transportation.

Throughout the project, motorists should expect delays, especially during peak commuting hours.

Stan Palmer Construction Inc. of Port Orchard landed the \$14.9 million construction contract from DOT, the city of Poulsbo and the state Transportation Improvement Board. The total project cost includes design, contract administration, environmental assessment, mitigation and property acquisition. Poulsbo contributed a \$5.4 million grant from the Transportation Improvement Board.

The project is expected to be completed in November 2007. It's meant to relieve traffic congestion and improve pedestrian and bicycle routes through the area, according to DOT officials.

Two new traffic lanes will be built — one in each direction — and assigned as high occupancy vehicle (HOV) lanes during peak commuter hours on weekdays and as general-purpose lanes during off-peak hours and on weekends.

Turn lanes will be improved at the highway's intersections with Bond Road, Forest Rock Lane, Liberty Road, Lincoln Drive and Hostmark Street.

Bicycle lanes will be provided and sidewalks will be built between Baywatch Court and Lincoln Drive.

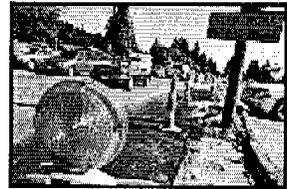
A 1,200-foot section of South Fork Dogfish Creek will be realigned away from Highway 305, resulting in a more natural meander. Beginning at 9 p.m. Aug. 25, the stretch of Highway 305 between Northeast Liberty Road and Little Valley Road to begin stream realignment. The roadway will reopen at 5:30 a.m. Aug. 28. Signs will direct traffic to the detour route, 10th Avenue Northeast.

In September, crews will close both Northeast Lincoln Road and Iverson Way near the Highway 305 intersection. These routes will be closed for up to three weeks. All lanes of Highway 305 will be open during the Lincoln/Iverson closure, but traffic will not be allowed to turn from the highway onto these routes.

About the Project

For more information on the Highway 305 project in Poulsbo, see www.wsdot.wa.gov/Projects/SR305/PoulsboSouthtoBondRd/ or call (877) 713-7584.

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James Branhaman | Kitsap Sun

A sign along Highway 305 in Poulsbo warns drivers on Wednesday of upcoming road work. Work will begin early next week on a \$23.75-million widening project on the busy roadway through the Poulsbo commercial district.



DAILY JOURNAL OF COMMERCE
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Construction

August 2, 2006

Rising costs are hurting road projects statewide

■ *Many contractors, locked into contracts they bid when prices were lower, are seeing profit margins erode.*

By NATHAN ISAACS
Tri-City Herald

KENNEWICK — The escalating costs for asphalt and other raw materials are forcing cities, counties, the state and others to scale back or postpone road improvements and other projects.

For taxpayers, it's the mother-of-all gridlock.

They are already paying more at the pump for gasoline. Their tax dollars are now paying for fewer and fewer road projects.

And the projects being postponed include filling potholes, sealing cracks and repaving bumpy roads. Not doing those repairs puts more wear and tear on cars and trucks and just adds more to maintenance schedules and repair costs.

At the same time many general contractors, who are locked into contracts they bid when prices were lower, are seeing profit margins erode.

A snapshot of Mid-Columbia projects show municipalities this year will pay more than \$4 million above what they budgeted for just a few projects.

Richland's reconstruction of George Washington Way this summer was \$200,000 higher than expected.

Kennewick's conversion of a donated agricultural warehouse into office space for its public works division was \$1.2 million higher than planned.

Benton County's new Antinori Road project at Red Mountain was \$300,000 more than the \$650,000 estimated.

A state Department of Transportation project on Highway 17 was \$2.7 million above the expected cost and required the flexing of some political muscle to get it the additional cash.

"Each week, it's a new sticker shock," said Ross Dunfee, Benton County's public works director. "It used to be each year, then each month. Now, it's each week."

He said in the eight years he's been with the county, the cost for tearing up and repaving one mile of road has gone from \$250,000 to about \$500,000.

Public works directors, construction engineers and traffic engineers elsewhere tell similar stories.

The increases are attributed to a number of factors. Rebuilding after the 2004 tsunami in Indonesia and the 2005 hurricanes in the Southeast, as well as construction in Iraq and development in India and China, are putting demands on resources, such as steel and concrete, as well as the labor that puts it all together or moves it from one place to another.

And perhaps the biggest reason for the skyrocketing costs is the price for crude oil, which could push past \$80 a barrel as problems in the Middle East deteriorate.

The Federal Highway Administration estimates road construction costs rose 18 percent nationally last year. The state transportation department compiles a Construction Cost Index using information from recent construction bids. According to the state's index, the 11-year average growth rate from 1990 to 2001 was 1.5 percent annually. Since 2001, it's been 8 percent a year.

Two of the biggest spikes have been in the cost for moving earth and other work requiring truck and heavy equipment (and the fuel to power them) and the cost for asphalt, said Pete Rogalsky, Richland's public works director.

He said the city was paying about \$35 for a ton of hot mix asphalt a year ago. They are now paying about \$60 a ton.

"It's spooky," he said.

"At this point we're using up all our contingency money and delaying some work because of the higher priority projects we have are costing more," Rogalsky said.

"It's definitely having an impact on budgets."

Asphalt supply shrinks

Tom Gaetz, executive director for the Washington Asphalt Pavement Association in Seattle, said it goes back to the demand for gasoline.

Asphalt is prepared mixing sand, gravel and stone with what's called asphalt oil, or liquid asphalt.

While asphalt oil makes up about 5 percent of the asphalt you drive on, it can make up about 30 percent to 50 percent of the cost.

Last year, a ton of liquid asphalt cost about \$150, while quotes are now going for about \$300 or more a ton.

Asphalt oil is a byproduct of the refinery process, Gaetz said. The increasing demand for gas and diesel combined with the limited number of refineries has meant manufacturers are becoming more efficient in what they do with each barrel of crude oil. That has resulted in more light fuels and less liquid asphalt.

"It's shrinking the supply of asphalt," Gaetz said. "The price of asphalt is rising for that very nature. It's more of a story of economics."

Jon Askin, general manager of Transtate Asphalt Co. in Pasco, said the increases are affecting how they bid projects as contractors try to make bids competitive, but not go broke doing so.

Contractors can't add the whole cost increase to a bid because you don't know if the other guy is doing the same, said Bruce Harjehausen, construction manager for Icon Materials, which is the general contractor for the state's Highway 240 expansion project between Richland and Kennewick.

"That's how we make our money," he said, about finding that balance in bids. "It's a poker game, a true life Texas Hold'em."

In some cases, contractors may decide against bidding on multiyear projects that could be subject to unpredictable cost increases in the future.

Affecting their decision is a growing trend by suppliers to sell asphalt oil only when it's needed, rather than selling it in bulk ahead of time.

Fewer bidders

Fewer bidders on a project could also change the size and scope of projects and just when they are tackled.

Kevin Dayton, construction engineer for the state Department of Transportation, said the one thing going for the state and others has been a competitive market.

"The biggest bang for the buck is the competition," he said.

He said the state's ongoing highway projects are moving forward and future projects will be looked at project by project.

He said some projects could be moved up in the schedule. And engineers will likely ask contractors to bid on alternate options on top of a base contract that could be added to if the price is right.

Tim Fife, Franklin County's public works director, said the county has been "affected in everything from maintenance to construction." He's not looking forward to opening bids later this month for a project on Glade Road North.

And he's changed when some road maintenance is done, from a seven-year cycle to a nine-year cycle. "I don't see it getting better," he said.

Dan Kaufman, Kennewick's city engineer, said the city anticipated the cost increases when making its estimates for projects and setting a budget, but they've been receiving in bids has been "way, way over budgeted amounts."

He said a Canal Drive project between Columbia Center Boulevard and Edison Street being done this year means another on 10th Avenue isn't getting done. As prices increase, he said, "Each year, we're going to be able to do less and less and the backlog gets larger and larger."

Making up shortfall

The increases could also affect larger projects in which the cities and counties received grants, but those grants don't increase to match the costs. "It falls on the cities to make up the shortfall and that can definitely create some problems," Rogalsky said.

Dunfee remains optimistic that prices stabilize by the end of the year. Gaetz said the industry also wants that.

"Everybody is getting pinched," he said. "There is no price gouging. The industry is sensitive to the pricing issues, we want to do the public's work. We're all in this together and we look forward to the day when stability returns because it's better for all parties concerned."

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VOICE

of the Valley

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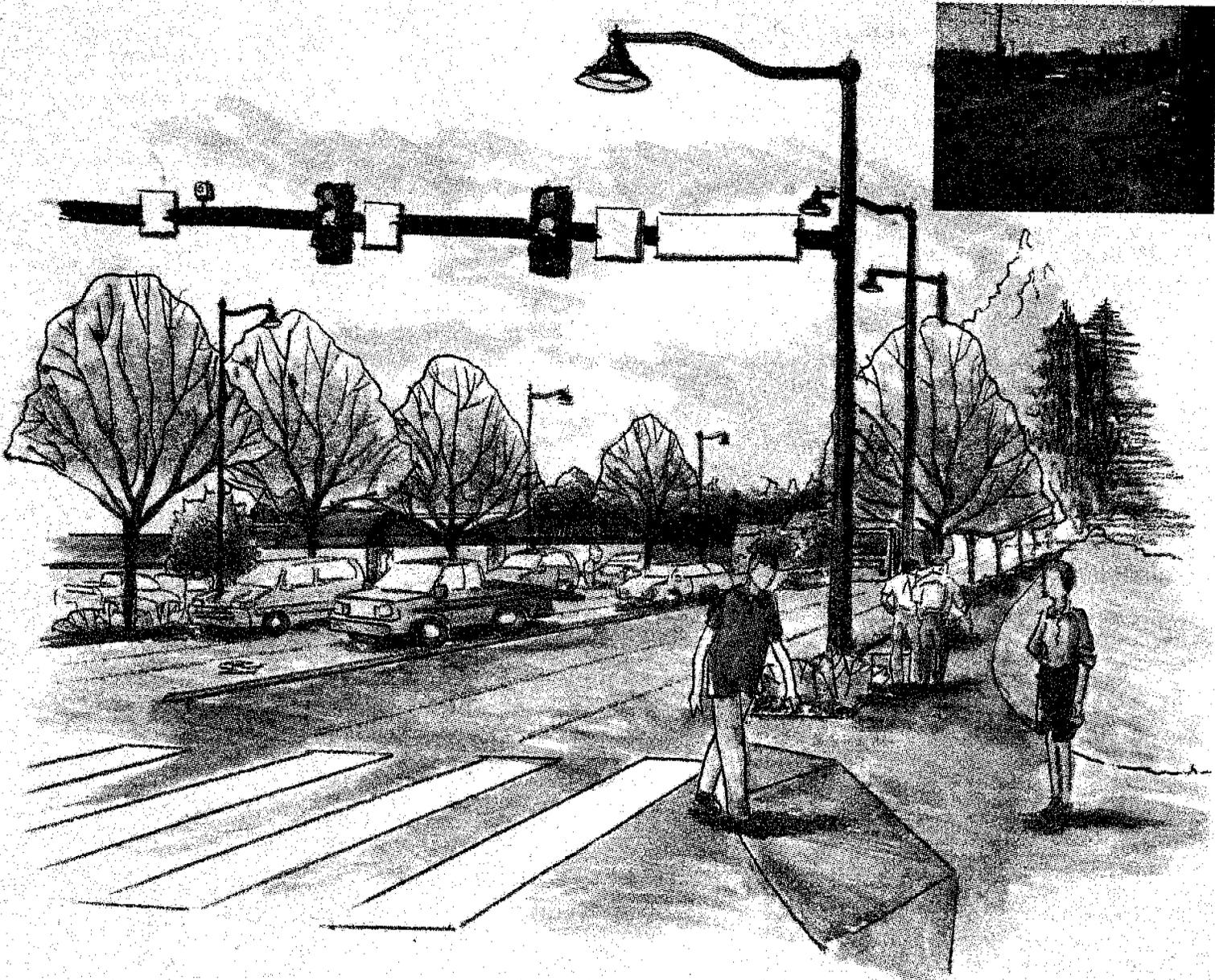
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THE FOUR CORNERS intersection at Maple Valley/Black Diamond Hwy. (SR 169) and Kent Kangley (SR 516) will be undergoing major renovation over the next 15 1/2 months beginning August 21. Rendered picture (by KPG of Seattle) shows what the intersection will possibly look like when work is completed prior to Christmas 2007. Inserted photo (by Mike Mathia of the City of Maple Valley) - looking north along SR 169 - shows the intersection as it currently exists.

Construction to begin soon on the Four Corners intersection

Beginning in August, the City of Maple Valley and its Contractor, Gary Merlino Construction Co., will begin construction on the SR 169/SR 516 Intersection Improvements Project, also known as the "Four Corners" intersection. This is the single largest public works project undertaken to date by the City.

Project Benefits include:

- **Reduce traffic congestion** – As one of the most congested intersections on both SR 169 and SR 516, the proposed improvements will reduce traffic congestion significantly. Over the next ten years, average travel time savings for motorists is estimated to be 150,000 hours annually.

- **Safety Improvements** – This intersection currently experiences a high number of accidents, with most of them being rear end or side swipe accidents. Approximately 50 accidents (property damage and personal injury) are reported annually for this intersection. The proposed improvements would reduce the number of accidents and the severity of these accidents significantly.

- **Economic Development** – This improvement will allow for better traffic flow through the intersection as well as into and out of existing and proposed businesses in the area. All of this adds up to a positive economic future for the City.

- **Non-Motorized Traffic Improvements** – The project will provide new sidewalks and dedicated bike lanes on the roadway. In addition, the project will tie into the King County regional trail, where a crosswalk will be added on SR 516.

The total approved budget for this project, which includes planning, design, right-of-way, project

management and construction, is approximately \$13 million, of which \$9.75 million will go to the construction contract. To help defray the costs of this project, the City was successful in partnering with Washington State Department of Transportation, Washington State Legislature Transportation Partnership Act of 2005 (TPA), Federal Government, Transportation Improvement Board (TIB), and King County.

Other highlights for the project include: 1,250 feet of roadway widening and frontage improvements; four travel lanes and left turn pockets with room for U-turns; new signal at SE 264th Street; curbs and gutters; new storm drainage system; and underground existing overhead utilities.

Work is scheduled to begin August 21st and last approximately fifteen and a half months with project completion prior to Christmas of next year. It is expected that the first order of work will be for the contractor to mobilize his equipment and setup erosion control measures during the first week of work.

There will be some clearing of the right of way, to remove any brush or other material to make way for future improvements. Following this, the construction of underground trenches and storm drainage will commence in earnest.

A requirement of the contract is that work will not reduce the number of traveled lanes during daylight hours. There will, however, be a significant amount of work that will occur during the daytime. Keeping traffic flowing will be a key concern to the contractor and the City.

Access to driveways will be maintained during construction. In some areas, left turns from either SR 169 or SR 516 will be restricted. Any of these restrictions will be similar to what is going to be put in place as part of the final road configuration. The primary reason for this is to keep traffic flowing and vehicles out of the work zone – thereby bringing safety to the public as well as the contractor.

During construction, the project will have a field office on site and staff to supervise the contractor's operation. A consultant is being used to aid the City in managing this critical project for the City. Once construction begins, contact information will be provided on the City web site as well as in flyers, with

a hot line number, e-mail address, and location of the field office.

There will be a *public information meeting held on Wednesday, Aug. 23rd from 4 to 6 p.m.* at the Tahoma School District Central Services Building, located at 25720 Maple Valley-Black Diamond Road S.E. Maple Valley's Public Works Department will be on hand to present, discuss, and receive comments about the upcoming construction associated with the 4-Corners intersection (Maple Valley Hwy/Kent Kanglely) project.

A ground breaking ceremony for the project has also been scheduled for *Tuesday, Sept. 5 from 10 to 11 a.m.* at the Northeast quadrant (old location of Nollies) of the intersection. Business owners and the general public are invited to attend this event.



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Gateway Center project finally going to bid

2006-08-23

by BRIAN GAWLEY

PORT ANGELES -- It's taken more than a decade, but the Port Angeles International Gateway Transportation Center finally is going to bid next week.

But several questions arose during a Clallam Transit board of directors meeting about the project's funding and design.

At the Monday meeting, the transit system's board unanimously approved putting the \$13.8 million project -- a figure that includes prior consultant and attorney fees and traffic signal installation -- out to bid this coming Monday, Aug. 28.

Bids are due by 3 p.m. Oct. 24, with the bid opening set for 4:05 p.m. that same day.

The contract will be awarded at a Clallam Transit board meeting in November or December.

Construction is slated to begin in January and last until October 2008.

A partnership by the city and Clallam Transit, Gateway is intended to be an attractive entrance to the Port Angeles downtown.

It is slated for an area roughly bounded by Front Street and Railroad Avenue at Lincoln Street.

After several incarnations during its more than 10 years, a final design for bid purposes was approved by the City Council and Clallam Transit board in mid-June.

The project's new design eliminates a Port Angeles Regional Chamber of Commerce visitor center and adds a clock tower and roof over the public plaza.

It also revises the building to include only transit facilities, public restrooms, a small police officer area and an information booth.

A transit-only lane will run north/south from mid-block on Front Street to mid-block on Railroad Avenue to provide at least six bus waiting areas.

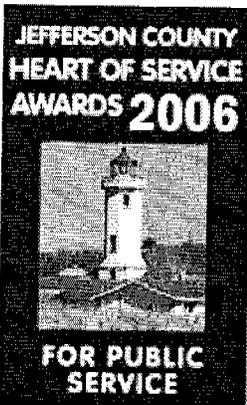
The transit building and public plaza will be located above a concrete "lid" above a ravine at Front and Lincoln on the project's east side that will provide parking underneath.

A two-tiered parking garage for about 120 vehicles also is planned to the west of the project. It will be built using the difference in grade between Railroad Avenue and Front Street.

Vehicles will enter the garage's top level from Front Street and its bottom level from Railroad Avenue but won't be able to travel between levels.

Some aspects only options

But the two-tiered parking garage, the clock tower and the pavilion roof covering the public plaza will be included in the bid package as "alternates," or options that can be modified or dropped if the bids are too high.





According to the updated project cost estimates, the \$13.8 project includes \$10 million in federal money, \$1.6 million in state money and \$2.2 million in city money.

If construction costs increase beyond that amount, the city will either provide the additional money outright, or provide the money temporarily until reimbursed by Clallam Transit through federal grants, according to agreements approved Monday.

Clallam Transit System is administering the project design phase and Federal Transit Authority grant funding.

The city will be administering the construction management phase and the Transportation Improvement Board grant funding.





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Business Briefing

Sunday, September 3, 2006
compiled by Columbian staff
People in business

Todd Coleman, Deputy Executive Director for the Port of Vancouver, has been appointed to the Washington State Transportation Improvement Board as a representative of the state's public ports. The board oversees state investment in local transportation projects and distributes grant funding to cities and counties for transportation projects.



Print Page

Monte council has to reject Main Street bids

By Terry Loney - Daily world writer

Wednesday, September 13, 2006 10:57 AM PDT

MONTESANO — The Montesano City Council has rejected all the bids it received to refurbish a section of Main Street in the wake of the bids coming in hundreds of thousands of dollars over estimates.

The bids were received last month and the council rejected them at its meeting last night. The move delays the project until next summer, provided the city can manage to come up with additional funds by then.

"We are very disappointed" the project has to be delayed, Mayor Dick Stone said after the meeting.

Councilman Pat Herrington said it is important for the city to complete the project.

"It will increase the safety of people walking down the street and it will really (help) make the city look nice," he said.

The project, originally estimated at \$717,000, will replace the industrial-like look of the main entrance into town with a green, park-like appearance and improve traffic safety.

The improvements would be made on Main Street from Brumfield Avenue, by the Monte Square business complex, to 100 feet north of Wynooche Avenue.

The project calls for completely rebuilding the street and installing new water and sewer lines, new storm sewer lines, new street lighting and new sidewalks. Trees will be planted along the street.

Construction was supposed to begin this summer. But the lowest of the four bids the city received called for \$300,000 more than the city budgeted.

The low bid, for \$1.040 million, was made by Montesano-based Bowers Construction, the company building the Woods at Sylvia Creek housing development on the city's west side.

The second lowest bid came from Rognlin's at \$1.081 million. Laser Underground bid \$1.17 million and Quigg Bros. Construction made the high bid of \$1.231 million.

Mike Wincewicz, public works director, said the main reason bids came in so much higher than estimated is due to skyrocketing costs for steel, concrete and oil. Those increases pushed up cost 15 to 40 percent for some materials.

Bad timing

The mid-summer timing of the call for bids was another problem, Wincewicz said.

By that time, most construction companies have their workloads for the summer in place.

Wincewicz said in the spring construction companies tend to bid lower on projects in hopes of securing more jobs.

The city is planning to seek new bids in late January or early February, he said.

But raising the additional money could be a challenge.

Most of the funding for the project is coming from a \$500,000 state Transportation Improvement Board grant.

The city is hoping the board will kick in some additional funding, enough to cover about half the additional costs, leaving the city to come up with the other half, Wincewicz said.

But squeezing about \$150,000 out of the city's already extremely tight budget is going to be hard, Stone admitted.

Stone said the city is looking at reducing the scope of the project to reduce costs as well.

City officials say the cost increases will not result in the project being scuttled.

"We are going to do our darndest to make this happen," Stone said. "We expect to make this move forward."

Terry Loney, a Daily World writer covering East County, can be reached at (360) 532-4000, ext. 137, or at tloney@thedailyworld.com

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Washington State Transportation Improvement Board Project Activity Report

Reporting Period
From 07/01/2006 to 08/31/2006

Project ID	Agency	Project Description	Current Phase	Phases	Total TIB Funds	Change in TIB Funds	Approval
RTP Program							
7-5-188(006)-1	KELSO	Kelso Drive Slides B & C (Old SR 5)	Bid Award	BA	553,180	-155,296	Director
					Total RTP Change	-155,296	
SCAP Program							
6-E-876(003)-1	BREWSTER	Main Ave	Contract Completion	CC	619,595	0	Director
6-W-825(002)-1	FORKS	Calawah Way	Bid Award	BA	1,216,169	243,000	Director
6-P-820(002)-1	GRANITE FALLS	Stanley Street	Construction	CN	316,838	0	Director
6-W-957(004)-1	MONTESANO	Main Street	Construction	CN	500,000	0	Director
6-W-959(B02)-1	OCEAN SHORES	Ocean Lake Way Bridge	Audit	CC FV AD	70,719	419	Director
6-E-882(N05)-1	OROVILLE	Apple Way	Construction	DE CN	80,000	80,000	Director
6-P-806(103)-1	SNOQUALMIE	Snoquaimie River Multi-Use Trail Overcrossing	Withdrawn	WD	8,803	-38,252	Director
6-E-933(N01)-1	SOUTH CLE ELUM	South Cle Elum Way	Construction	DE CN	80,000	80,000	Director
6-E-885(102)-1	TONASKET	SR 20/SR 97 Sidewalk	Audit	CC FV AD	75,098	-18,544	Director
6-E-886(103)-1	TWISP	SR 20 Improvements	Bid Award	CN BA	133,830	31,214	Director
6-E-946(104)-1	WAPATO	Donald Road	Audit	CC FV AD	42,839	-1,077	Director
					Total SCAP Change	376,759	
SCPP Program							
2-E-851(001)-1	BRIDGEPORT	Overlay Project	Bid Award	BA	68,386	0	Director
2-E-888(001)-1	CUSICK	Seal Coat Project	Bid Award	BA	30,394	0	Director
2-E-912(001)-1	LACROSSE	Seal Coat Project	Bid Award	BA	5,356	0	Director
2-E-852(001)-1	MANSFIELD	Overlay Project	Bid Award	BA	74,426	0	Director
2-E-916(001)-1	PALOUSE	Seal Coat Project	Bid Award	BA	22,691	0	Director



Washington State Transportation Improvement Board Project Activity Report

Reporting Period
From 07/01/2006 to 08/31/2006

Project ID	Agency	Project Description	Current Phase	Phases	Total TIB Funds	Change in TIB Funds	Approval
2-E-918(001)-1	ST. JOHN	Seal Coat Project	Bid Award	BA	100,266	0	Director
SP Program					Total SCPP Change		
P-W-154(P03)-1	ANACORTES	Sunset Avenue	Bid Award	BA	150,000	0	Director
P-W-009(P04)-1	CLARK COUNTY	NW/NE 149th Street (Construction Only)	Audit	CC FV AD	150,000	0	Director
P-E-009(P02)-1	DOUGLAS COUNTY	Rock Island Road	Construction	DE CN	83,047	0	Director
P-E-175(P01)-1	ELLENSBURG	University Way	Bid Award	BA	42,700	0	Director
P-P-138(P02)-1	EVERETT	7th Avenue SE	Bid Award	BA	107,739	0	Director
P-W-825(P03)-1	FORKS	Spartan Avenue	Bid Award	BA	125,000	25,000	Director
P-E-173(P04)-1	KENNEWICK	Kennewick Avenue	Bid Award	BA	133,993	-16,007	Director
P-E-917(P02)-1	ROSALIA	Josephine St	Audit	CC FV AD	100,000	0	Director
P-P-101(P02)-1	SEATTLE	Sand Point Way NE (SR 513)	Construction	DE CN	128,163	0	Director
P-E-165(P03)-1	SPOKANE	Thurston Ave	Audit	CC FV AD	73,940	-20,277	Director
P-E-938(P01)-1	WHITE SALMON	Jewett Blvd (SR 141)/Main Street	Bid Award	BA	158,000	25,000	Director
UAP Program					Total SP Change		
8-1-110(004)-1	DES MOINES	216th St Intersection	Contract Completion	CC	321,132	-1,590	Director
8-1-118(001)-1	LAKE FOREST PARK	Bothell Way (SR 522)	Bid Award	BA	896,476	0	Director
8-1-205(002)-1	MAPLE VALLEY	Maple Valley Highway (SR 169)	Bid Award	BA	4,092,580	533,815	Director
8-1-027(064)-1	PIERCE COUNTY	176th Street East	Bid Award	BA	1,052,026	-447,974	Director
8-5-194(009)-1	SHELTON	Northcliff Road	Construction	CN	2,182,350	731,791	Board
8-1-128(087)-1	TACOMA	East 48th St & Portland Ave	Bid Award	BA	2,270,876	-209,124	Director



Washington State Transportation Improvement Board Project Activity Report

Reporting Period
From 07/01/2006 to 08/31/2006

Project ID	Agency	Project Description	Current Phase	Phases	Total TIB Funds	Change in TIB Funds	Approval
8-4-039(021)-1	YAKIMA	West Nob Hill Blvd	Construction	CN	825,000	0	Director
8-4-180(020)-1	YAKIMA	Nob Hill Blvd	Bid Award	BA	231,050	0	Director
UCP Program					Total UAP Change	606,918	
9-P-103(006)-1	BELLEVUE	I-405 - Bellevue Downtown Access	Contract Completion	CC	4,020,530	0	Director
9-E-003(004)-1	BENTON COUNTY	I-82 Intertie Completion	Design	DE	665,397	0	Director
9-W-152(001)-1	BREMERTON	SR 3 / SR 304, Stage 1	Contract Completion	CC	6,805,179	0	Director
9-P-138(001)-8	EVERETT	112th Street	Bid Award	BA	4,515,125	0	Director
9-P-206(001)-1	KENMORE	SR 522 Corridor Improvements (Design Only)	Bid Award	CN BA	1,000,000	0	Director
9-E-171(003)-1	KENNEWICK	Gage Blvd/Center Parkway	Bid Award	CN BA	1,016,680	0	Director
9-P-017(021)-2	KING COUNTY	South 272nd Street	Construction	CN	640,000	0	Director
9-W-150(004)-1	PORT ANGELES	Olympic Peninsula International Gateway	Construction	CN	1,224,106	0	Director
9-P-031(004)-4	SNOHOMISH COUNTY	Airport Rd/128th St/132nd St (SR 96)	Final Voucher	CC FV	362,000	0	Director
9-P-031(005)-3	SNOHOMISH COUNTY	Meridian St, Lundeen Pkwy	Audit	FV AD	1,991,000	0	Director
9-W-184(012)-1	VANCOUVER	Mill Plain Boulevard	Contract Completion	CC	1,723,666	-287,414	Director
Total UCP Change					-287,414		



Washington State Transportation Improvement Board
Project Activity Report

Reporting Period
 From 07/01/2006 to 08/31/2006

Project ID	Agency	Project Description	Current Phase	Phases	Total TIB Funds	Change in TIB Funds	Approval
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Total Change 554,683

- PND - Pending
- PD - Pre-design
- DE - Design
- CN - Construction
- BA - Bid Award
- CC - Contract Completion
- FV - Final Voucher
- AD - Audit
- WD - Withdrawn

Construction Phase Staff Review Small City Arterial Program (SCAP)

Board Meeting Date: September 22, 2006

REGION	East	FUNDING YEAR	FY 2006
LEAD AGENCY	City of Kittitas	PROJECT LENGTH	0.68 miles
PROJECT NUMBER	6-E-931(003)-1	FUNCT CLASS	Collector
PROJECT NAME	Main Street Railroad Avenue to I-90	AADT	2,000
		VE STUDY	Not Required
		BID AWARD TARGET	Nov 2006

Phase		TIB Funds	Total Cost
DESIGN	Funds approved for Design	0	130,000
	Funds approved for Right of Way	0	0
CONSTRUCTION	Funds to be approved for Construction	920,087	1,184,087
	TOTALS	920,087	1,314,087

NONELIGIBLE COST	\$0	TIB REIMBURSEMENT RATIO	70.0%
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LOCAL MATCH KITTITAS \$94,000; WSDOT \$0; State Legislature \$300,000 for a total of \$394,000

EXISTING FACILITIES This roadway serves as the main access between downtown and I-90. The existing road is a narrow, winding, two-lane roadway with gravel shoulders and ditches that convey stormwater. The pavement has deteriorated to the point that it is unsuitable to overlay.



- PROJECT BENEFITS**
- Improves Safety
 - Enhances Fish Passage
 - Rehabilitates Pavement

PROPOSED WORK The project rehabilitates and widens the existing roadway to provide two travel lanes with curb, gutter, and a sidewalk along one side and a new storm drainage collection system. In addition, the Caribou Creek bridge will be replaced and substandard curves will be realigned.

DISCUSSION The city requests an increase of \$421,087 in SCAP Funds as shown below.

Phase	TIB Funds		Total Cost	
Selection Nov 2004	499,000		593,000	
Design Jan 2005	499,000	0.0%	593,000	0.0%
Construction	<u>920,087</u>	84.4%	<u>1,314,087</u>	121.6%
Change	421,087		721,087	
	84.4% Increase		121.6% Increase	

During design, a number of factors were discovered that resulted in increase project costs. They include the following:

- During permit review by the Washington State Department of Fish and Wildlife, it was determined that Caribou Creek required fish passage improvements before they would allow the project to proceed. In response to this new unforeseen requirement, the City received \$300,000 from the State Legislature to pay for the fish passage improvements.
- Originally, the property owner on the south side of Main Street was going to swap right of way for the realigned roadway with City property on the north side of Main Street. Negotiations were slowed because of additional concessions demanded by the property owner.
- Due to fish window requirements, work in Caribou Creek must be done between November and mid-February.
- An updated engineer's estimate in August 2006 reflects current increases in material costs.

This increase should be considered by the Board for the following reasons:

- This project cannot reasonably be split into phases.
- This project will complete improvement on a critical route between I-90, downtown, and to the Kittitas Highway.
- The City has very limited resources and is unable to cover increased costs.
- The City's efforts resulted in \$300,000 funding from the legislature.
- The reasons for the increase were outside of the City's control.

**STAFF
RECOMMENDATION**

Staff recommends approval of a \$421,087 increase in SCAP funds from the UATA account.

BOARD ACTION

- Motion to approve a \$421,087 increase bringing the total to \$920,087 in SCAP funds.

Sidewalk Deviation Request Staff Review Urban Arterial Program (UAP)

Board Meeting Date: September 22, 2006

REGION	Southwest	FUNDING YEAR	FY 2004
LEAD AGENCY	City of Shelton	PROPOSED BID AWARD	Mar 2007
PROJECT NUMBER	8-5-194(009)-1	PROJECT LENGTH	0.90 miles
PROJECT NAME	Northcliff Road North 13th to Moore Hill	AADT	8,000
		FUNCT CLASS	Collector
		VE STUDY	Complete

CURRENT PHASE Construction Phase approved on July 28, 2006

Phase		TIB Funds	Total Cost
DESIGN	Funds approved for Design	25,000	185,185
	Funds approved for Right of Way	6,750	50,000
CONSTRUCTION	Funds to be approved for Construction _____	<u>2,150,600</u>	<u>2,496,165</u>
	TOTAL	2,182,350	2,731,350

NONELIGIBLE COST 0

LOCAL MATCH SHELTON \$309,000; WSDOT \$0; Regional STP Funds \$240,000 for a total of \$549,000

EXISTING FACILITIES The existing roadway has two travel lanes with narrow gravel shoulders. There are no sidewalks and roadway runoff is collected in roadside ditches. This route provides the main link between downtown and three schools.



- PROJECT BENEFITS**
- Create Safe Bicycle and Pedestrian Facilities
 - Improves Safety
 - Restores Roadway Surface

PROPOSED WORK A peer review was held Aug 25, 2006, which resulted in the following proposed roadway section: 11-foot travel lanes, striped four-foot paved shoulders for bicycle use, curb, gutter, a six-foot sidewalk along the south side, and a crosswalk and ADA improvements to facilitate safe crossing at Terrace Blvd. In addition, left turn pockets will be provided at major intersections and storm drainage will be improved to meet current standards.

DISCUSSION The city requests a sidewalk deviation to omit sidewalk on the north side of the roadway for the following reasons:

- Right of way constraints
- Lack of pedestrians generators on the north side
- The need to provide safe bicycle facilitates
- Connection to previously constructed facilities

At the July 28, 2006 the Board directed TIB Staff to conduct a peer review for this project and review bicycle safety concerns. The peer review was held August 25, 2006. The team included city staff, a TIB project engineer, WSDOT Olympic Region Local Programs Staff and the consultant. The team reached consensus on the follow items:

- Striped 4-foot shoulder on both side to improve bike safety
- A 6-foot sidewalk on the south side with an ADA accessible crossing at Terrace Blvd
- Deepen storm drainage system to allow reduction in pipe size saving approximately \$50,000
- Change to retaining wall which will reduce excavation and foundations costs.

The current schedule for the project has the following milestones;

- WSDOT complete R/W acquisition Dec 2006
- Advertise the project Feb 2007
- Award the project Mar 2007
- Complete project Nov 2007

STAFF RECOMMENDATION Staff recommends approval of a sidewalk deviation to omit sidewalk along the north side of Northcliff Road.

BOARD ACTION Motion to approve a sidewalk deviation to omit sidewalk on the north side of Northcliff Road.



Sidewalk Delegation of Authority Increase September 22, 2006

BACKGROUND

The current Delegation of Authority policy allows the Executive Director to grant up to a \$25,000 increase on small city sidewalk program. The \$25,000 limit was approved at the July 2003 Board meeting and the delegation of authority is:

Small City Pedestrian Safety and Mobility Program

Funding consideration for Small City Pedestrian Safety and Mobility Program (SC/PSMP) projects on the approved priority array – The Executive Director is given authority to authorize project funding if there has been no change in project scope and an increase in SC/PSMP funds, if required, up to \$25,000 through Contract Completion. All other projects will be presented to the Board for their review and approval.

STATUS

Costs for labor and materials have increased dramatically over the past 3 years since the administrative increase was approved. The \$25,000 increase limitation is below what is necessary to react quickly in the current environment. This results in delayed projects and rejected bids and is not line with TIB's core value of managing projects to ribbon cutting.

As part of the WAC revisions, the delegation of authority policy is included in the rules and the dollar limit should be set with the future in mind. A limit of \$50,000 would allow the Director to react quickly to increases in labor and material costs that have been occurring lately. Increases above \$50,000 and scope changes in projects will still come before the board for approval.

Examples of projects seeking increases larger than \$25,000 include the following:

- Pe Ell Main Street \$38,418 approved by the Board May 2006
- Medical Lake SR-902 \$25,000 may require a scope revision
- White Salmon Jewett Blvd \$25,000 may require a scope revision
- Castle Rock Front Avenue NE Bids 40% above estimate will rebid

RECOMMENDATION

Increase the Executive Director Delegation of Authority in the small city sidewalk program from \$25,000 to \$50,000 and incorporate this new amount in the WAC revision.

Board Action

Motion to increase the Executive Director Delegation of Authority in small city sidewalk program from \$25,000 to \$50,000.

1 |
2 |
3 | **Chapter 479-02 WAC**
4 | **PUBLIC ACCESS TO INFORMATION AND RECORDS Last Update: 11/23/99WAC**
5 |

6 479-02-010	Purpose.
7 479-02-050	Public records officer.
8 479-02-060	Public records available.
9 479-02-070	Requests for public records.
10 479-02-075	Response to requests
11 479-02-080	Availability
12 479-02-090	Inspection and copying cost.
13 479-02-100	Protection of public records.
14 479-02-110	Denial of request.
15 479-02-120	Review of agency denial.
16 479-02-125	Exemptions
17 479-02-130	Records index.
18	

19 |
20 | **DISPOSITION OF SECTIONS FORMERLY**

21 | **CODIFIED IN THIS CHAPTER**

22 479-02-020	Definitions. [Statutory Authority: Chapter 47.26 RCW. 91-13-056, § 479-02-020, filed 6/17/91, effective 7/18/91.] Repealed by 99-24-038, filed 11/23/99, effective 12/24/99. Statutory Authority: Chapters 47.26 and 47.66 RCW.
25 479-02-030	Exempted records. [Statutory Authority: Chapter 47.26 RCW. 95-04-072, § 479-02-030, filed 1/30/95, effective 3/2/95; 91-13-056, § 479-02-030, filed 6/17/91, effective 7/18/91.] Repealed by 99-24-038, filed 11/23/99, effective 12/24/99. Statutory Authority: Chapters 47.26 and 47.66 RCW.

29 | **WAC 479-02-010 Purpose.** The purpose of this chapter is to
30 | ensure compliance by the transportation improvement board with
31 | the provisions of chapter 42.56 RCW dealing with public records.

33 | [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
34 | § 479-02-010, filed 11/23/99, effective 12/24/99. Statutory
35 | Authority: Chapter 47.26 RCW. 91-13-056, § 479-02-010, filed
36 | 6/17/91, effective 7/18/91.]

39 | **WAC 479-02-050 Public records officer.** The executive
40 | secretary is the public records officer for the board. The
41 | public records officer is responsible for implementation of the
42 | board's rules and regulations regarding release of public
43 | records and ensuring compliance with the public records
44 | disclosure requirements of chapter 42.56 RCW.

46 | [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
47 | § 479-02-050, filed 11/23/99, effective 12/24/99. Statutory
48 | Authority: Chapter 47.26 RCW. 91-13-056, § 479-02-050, filed
49 | 6/17/91, effective 7/18/91.]

52 | **WAC 479-02-060 Public records available.** All public
53 | records defined in RCW 42.17.020 are available for public
54 | inspection and copying unless the record falls within the
55 | specific exemptions of Chapter 42.56 or other specific statute.

57 | [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,

| WAC (9/14/069/13/066/8/06 11:19 AM~~11:59 AM~~3:57 PM) [1]

1 § 479-02-060, filed 11/23/99, effective 12/24/99. Statutory
2 Authority: Chapter 47.26 RCW. 91-13-056, § 479-02-060, filed
3 6/17/91, effective 7/18/91.]
4
5

6 **WAC 479-02-070 Requests for public records.** Public

7 records are ~~available upon oral or written requests~~ may be sent
8 to the public records officer at the following office location
9 with the following procedures:

10 ~~(1) Any TIB employee receiving an oral request will~~
11 ~~immediately~~

12 ~~(a) put the request in writing, including the name and~~
13 ~~contact information of the requestor;~~

14 ~~(b) forward the request to the Public Records Officer~~
15 ~~for a response.~~

16 (1) A request will be made in writing upon a form
17 prescribed by the board which will be available at its
18 administrative office or on the web site. A completed form may
19 be presented to any member of the staff at the office during
20 normal business hours.

21 [MSOffice1] (2) Any staff member receiving a written public
22 records request will forward the request to the public records
23 officer for processing. For prompt response, the following
24 information should be provided in the written request:

25 (a) The name of the person requesting the record;

26 (b) The date on which the request is made;

27 (c) A specific description of the ~~document or~~
28 ~~documents~~ material requested;

29 (d) Instructions as to whether the requestor wants to view
30 the document at the TIB Offices, receive a copy by mail, or
31 receive an electronic copy if available.
32

33 **WAC 479-02-075 Response to Requests.** Upon receiving a
34 request, the Public Records Officer will respond within five
35 business days [MSOffice2] in writing or by email acknowledging
36 receipt of the request and with one or more of the following:

37 (a) the requested record;

38 (b) an estimate of the time it will take to provide the
39 record or a schedule for providing the records in installments;

40 (c) an estimate of the copying and shipping costs of the
41 record;

42 (d) a request for advanced partial payment of the copy and
43 shipping costs;

44 (e) a request for further information or identification of
45 the desired public records;

46 (f) a request for verification that the records requested
47 will not be used to compile a sales list, or that the records
48 will not be sold for commercial gain;

49 (g) a denial of the request pursuant to WAC 479.02.110;
50

| WAC (9/14/069/13/066/8/06 11:19 AM11:59 AM3:57 PM) [35]

1 [Statutory Authority: Chapter 47.26 RCW. 95-04-072, § 479-02-
2 070, filed 1/30/95, effective 3/2/95; 91-13-056, § 479-02-070,
3 filed 6/17/91, effective 7/18/91.]
4
5

6 **WAC 479-02-080 Availability** Public records will be
7 available for inspection and copying during the normal business
8 hours of the board. , Normal office hours are 8 a.m. to 5 p.m.,
9 Monday through Friday, except state holidays.

10
11 [Statutory Authority: Chapter 47.26 RCW. 91-13-056, § 479-02-
12 080, filed 6/17/91, effective 7/18/91.]
13
14

15 **WAC 479-02-090 Inspection and copying cost.**

16 (1) No fee is charged for inspection of public records.

17 (2) The board will charge the per page fee as provided in
18 RCW 42.56.120 for providing copies of public records. [MSOffice3]
19

20 [Statutory Authority: Chapter 47.26 RCW. 91-13-056, § 479-02-
21 090, filed 6/17/91, effective 7/18/91.]
22
23

24 **WAC 479-02-100 Protection of public records.** To protect
25 public records, the following rules have been adopted:

26 (1) Copying of public documents will be done by staff or
27 under their supervision.

28 (2) Public documents will not be removed by the requestor.

29 (3) Inspection of documents will be monitored by staff.

30 (4) If a request is submitted to examine or copy an entire
31 file or group of documents, the public records officer will
32 review the file and identify any protected records under chapter
33 42.56 RCW . The public records officer may take a reasonable
34 time gather and review the documents commensurate with the size
35 of the request and may provide the documents in over a period of
36 time, in installments.
37

38 [Statutory Authority: . Chapter 47.26 RCW. 95-04-072, § 479-
39 02-100, filed 1/30/95, effective 3/2/95; 91-13-056, § 479-02-
40 100, filed 6/17/91, effective 7/18/91.]
41

42 **WAC 479-02-110 Denial of request.** Whenever the record
43 requested clearly falls within the statutory exemptions of
44 chapter 42.56 RCW, or when the exempt status of the record is
45 unclear:

46 (1) The public records officer will consult with the
47 assistant attorney general to determine if a requested public
48 record is exempt; and.

49 (2) any denial of a request based upon an exemption will
50 be made by a written statement to the requestor together with

| WAC (9/14/069/13/066/8/06 11:19 AM11:59 AM3:57 PM) [36]

1 specific explanation of the reasons for and how to request a
2 review of the exemption.

3
4 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
5 § 479-02-110, filed 11/23/99, effective 12/24/99. Statutory
6 Authority: Chapter 47.26 RCW. 95-04-072, § 479-02-110, filed
7 1/30/95, effective 3/2/95; 91-13-056, § 479-02-110, filed
8 6/17/91, effective 7/18/91.]

9
10
11 **WAC 479-02-120 Review of agency denial.** Denial of public
12 record request will be in accordance with RCW 42.56.530.

13
14 [Statutory Authority: Chapter 47.26 RCW. 95-04-072, § 479-02-
15 120, filed 1/30/95, effective 3/2/95; 91-13-056, § 479-02-120,
16 filed 6/17/91, effective 7/18/91.]

17
18 **WAC 479-02-125 Exemptions.** (Liz Comment: It would not be
19 a bad idea to publish the exemptions that you think might apply
20 as grounds for denying the type of requests you get or the type
21 of information you can protect.) RCW 42.56.070 For informational purposes, each
22 agency shall publish and maintain a current list containing every law, other than those listed in this chapter, that the
23 agency believes exempts or prohibits disclosure of specific information or records of the agency. An agency's failure
24 to list an exemption shall not affect the efficacy of any exemption. (MSOffice4)

25
26 **WAC 479-02-130 Records index.** The public records officer
27 will maintain a current index of board records.

28 (1) The following list of records are included in the
29 index:

- 30 (a) Legislation, rules, and regulations of the board;
31 (b) Bylaws adopted by the board;
32 (c) Minutes of board meetings;
33 (d) Resolutions approved by the board;
34 (e) Program guidelines;
35 (g) Program reports and publications;

36 (2) The public records officer will update the index
37 at least once a year or when deemed necessary by the executive
38 director.

39 (3) The index will be available for inspection and copying as
40 other public records.

41
42 [Statutory Authority: Chapter 47.26 RCW. 95-04-072, § 479-02-
43 130, filed 1/30/95, effective 3/2/95; 91-13-056, § 479-02-130,
44 filed 6/17/91, effective 7/18/91.]

Chapter 479-06 WAC

NEW WAC Section 479-06-XXX Financial Requirements

479-06	Transportation improvement board sixteen year financial plan
479-06	Reimbursable costs.
479-06	Direct costs.
479-06	Indirect costs.
479-06	Progress payments.
479-06	Financial records requirement.
479-06	Final settlement
479-06	Project records review.
479-06	Recovery of board funds on canceled projects.
479-06	Programming of funds.

WAC 479-06-010 Transportation improvement board sixteen year financial plan. The board will update its sixteen year financial plan at the beginning of each fiscal year. The financial plan will include estimated revenue to be available for new project starts in the ensuing biennium based on Washington State Department of Transportation revenue forecast. Other factors included are fund balance, bond debt, interest revenue, legislative appropriation, projected expenditures by program, and any other issues that may impact new project starts.

WAC 479-06-020 Reimbursable costs. Costs must be reasonable and chargeable to the project to be eligible for reimbursement. Project costs eligible for reimbursement are defined as direct and indirect.

[Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-160, filed 11/23/99, effective 12/24/99.]

WAC 479-06-030 Direct costs. Direct costs eligible for reimbursement are costs that are directly charged to the project and may include:

(1) Agency direct labor and employee benefits:

(a) Salaries and wages of agency non-administrative employees working directly on the project as documented by payroll records.

(b) Employee benefits are calculated as a percentage of direct labor dollars as set by the board and include:

(i) F.I.C.A. (Social Security) - employer's share

(ii) Retirement benefits (employer's share of actual cost)

(iii) Hospital, health, dental and other welfare insurance

(iv) Life insurance

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- (v) Industrial and medical insurance
- (C) Employee leave:
 - (i) Vacation
 - (ii) Sick Leave
 - (iii) Holiday pay
 - (iv) Civil leave

(2) Contract engineering services as specified by a consultant agreement.

(3) Permit fees.

(4) Right of way acquired for the project includes the following costs:

(a) Purchase cost of all property and property rights needed for specific projects in accordance with chapter 8.26 RCW including access rights, easements, losses in property value or damages (if any) to the remaining property and relocation costs (if any); (b) Salaries, expenses, or fees of appraisers, negotiators and attorneys;

(5) Contract construction work.

(6) Project specific capital equipment acquisition approved by the board.

(7) Project specific vehicle and equipment charges will be reimbursed based on the actual rental cost paid for the equipment. If agency owned equipment is used, rental rates established by the agency's "equipment rental and revolving fund" will be reimbursed. All vehicle and equipment costs will be charged the agency standard rate for all projects regardless of the source of funding. Agencies without an equipment revolving fund will be reimbursed based on rates published by department of transportation for similar equipment.

(8) Project specific direct materials, supplies, and services used for projects will be reimbursed based on actual cost.

[Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-180, filed 11/23/99, effective 12/24/99.]

WAC 479-06-040 Indirect/Overhead costs. Indirect or overhead costs are common administrative cost objectives that cannot be easily charged to the project. Indirect costs incurred by an agency for administrative costs will be reimbursed up to a maximum of ten percent of the direct labor costs.

[Statutory Authority: Chapter 47.26 RCW. 00-22-001, § 479-05-190, filed 10/19/00, effective 11/19/00. Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-190, filed 11/23/99, effective 12/24/99.]

1 **WAC 479-06-050 Progress payments.** Payment of funds are
2 governed by the following:

3 (1) Incurred costs must be in conformity with all
4 applicable federal and state laws, rules, regulations, and
5 procedures.

6 (2) Agencies will submit requests for payment on forms
7 prescribed by the board. Requests for payment will be submitted
8 as the project progresses.

9 (3) The director may require a payment to be divided into
10 installments if one of the following criteria is met:

11 (a) the agency has not billed for six months or
12 longer,

13 (b) the agency has billed for an amount over the
14 director determined level, or

15 (c) cash balance of the account is below 50% of the
16 minimum operating reserve.

17 (4) Costs incurred prior to phase approval are not eligible
18 for reimbursement.

19
20 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
21 § 479-05-200, filed 11/23/99, effective 12/24/99.]
22

23 **WAC 479-06-050 Financial records requirement.**

24 (1) Agencies must maintain documents that support project
25 costs incurred. The supporting documentation may be required by
26 the board for first project payment and at other times during
27 the project life.

28 (2) Records must be maintained in accordance with the
29 Records Retention Schedule as published by the Secretary of
30 State's Office
31

32 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
33 § 479-05-210, filed 11/23/99, effective 12/24/99.]
34
35

36 **WAC 479-06-060 Project record review.** Project records
37 may be reviewed by the board to ensure that project costs are
38 eligible for reimbursement. The records may be requested at any
39 time during the project.
40
41

42 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
43 § 479-05-220, filed 11/23/99, effective 12/24/99.]
44
45

46 **WAC 479-06-070 Final Settlement.** Up to five percent of
47 total transportation improvement board funds may be retained
48 until the agency submits final, complete, and accurate closeout
49 documentation for a project.

50 A unilateral closeout of a project may be initiated by the
board when an agency has not responded to requests for final

| WAC (9/14/069/13/06 11:28 AM5:10 PM) [40]

1 documentation and all funds are expended.

2
3 **WAC 479-06-080 Recovery of board funds on canceled**
4 **projects.** If the grant award was made as a result of
5 falsification, negligence, or deliberate misrepresentation on
6 the part of the agency, the board may require repayment of
7 funds. An agency is not responsible to repay transportation
8 improvement board funds if the effort was made in good faith and
9 circumstances are beyond the agency's control.

10
11 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
12 § 479-05-260, filed 11/23/99, effective 12/24/99.]

13
14
15 **WAC 479-06-090 Programming of funds.** The transportation
16 improvement board selects projects based on an estimate of fund
17 balance, projected revenues, current project expenditures, and
18 future program obligations. The amount allocated per program
19 will not exceed projected cash needs for a six year period.

20 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
21 § 479-05-290, filed 11/23/99, effective 12/24/99.]

WAC 479-05 addresses the Program Requirements. The first set shows the strikeout for each section. The second set shows what the WAC will look like if approved.

WAC 479-05-010: Submission of proposed projects

- Changed the title
- Changed intent to the call for projects
- Changed the dates so it is not rigid
- Allows for a special funding program or special call for projects at board discretion

WAC 479-05-020: Six-year transportation improvement plan

- Changed the title to the name of the plan
- Deleted extra wording
- Deleted RCW reference which was not correct
- Agencies do not need to submit their plan to TIB, rather, it is the page referenced in 470-05-050(1)(b)

NEW SECTION

WAC 479-05-021: Traffic demand

- This was a board policy which is now referenced in WAC

WAC 479-05-030 Six-year financial plan replaced by Registered professional engineer must be in charge.

- Deleted the six year financial plan and moved to 479-06
- Registered professional engineer section was moved from 479-05-070 for better flow of requirements
- Code Revisers Office may change the number to 479-05-031

WAC 479-05-040 Value engineering study requirements

- Deleted extra wording
- Increased total cost from 2 million to 2.5 million
- Added the board may waive any value engineering study
- Added bulleted list of what the Executive Director may waive

WAC 479-05-050: Phases of project

- Changed the title since this should be the rule, not a procedure
- Added the phases and what documents are required by phase

NEW SECTION

WAC 479-05-051 Project modification and scope change

- This was discussed at the previous board meeting regarding what could be the Executive Directors minor scope change authority
- Board review on major items which are listed (and can be added to)

WAC 479-05-060 Methods of construction

- Changed wording for agency personnel
- Small works roster is in the RCWs cited. This may be changed after AAG review

WAC 479-05-070 Registered engineer in charge

- Moved up

WAC 479-05-080 & 479-05-090

- Minor wording changes

WAC 479-05-100 Utility and railroad adjustments or relocations

- Changed title
- Changed wording in this
- Deleted federal aid highway funds since we do not administer federal funds

WAC 479-05-110 Undergrounding of utilities

- Changed title
- Included language from AAG correspondence on this issue
- Minor wording changes in some sections

WAC 479-05-120 Traffic control devices

- Wording changes

WAC 479-05-130 Project landscaping

- Eliminated extra wording
- Added section for other landscaping costs to be designated as local match to board programs

WAC 479-05-140 Acquisition of rights of way

- Eliminated extra wording
- Revised to be only the amount of ROW that is needed for the project. This is in response to audit questions

WAC 479-05-150 Inclusion of bicycle facilities in projects

- Changed title
- Eliminated extra wording to be more readable
- In previous WAC we referenced the design manual

WAC 479-05-170 Reimbursement of engineering costs

- Changed wording

NEW SECTION

WAC 479-05-171 Reimbursement of cultural resource assessment

- Included this in response to EO05-05

NEW SECTIONS

WAC 479-05-240 When an agency may request an increase in funds

WAC 479-05-241 How an agency requests a board increase

WAC 479-05-242 Criteria the board uses when reviewing increase requests

WAC 479-05-243 When an increase is not approved

WAC 479-05-250 When a project is delayed

- Changed title from Review of delayed projects
- Includes the specific time periods

NEW SECTION

WAC 479-05-251 Delayed project review

- Include the three stages of review
- Automatic suspension provisions

Chapter 479-05 WAC

PROGRAM REQUIREMENTS Last Update: 8/4/03 WAC

- 479-05-010 Time and place for submission of proposed transportation improvement board projects.
- 479-05-020 Six-year transportation programs for urban areas.
- 479-05-030 Six-year financial plan.
- 479-05-040 Value engineering study requirements.
- 479-05-050 Procedures for project approval.
- 479-05-060 Methods of construction.
- 479-05-070 Registered engineer in charge.
- 479-05-080 Standard specifications.
- 479-05-090 Design standards for transportation improvement board projects.
- 479-05-100 Utility and railroad adjustments and relocations.
- 479-05-110 Undergrounding utilities.
- 479-05-120 Traffic control devices.
- 479-05-130 Project landscaping.
- 479-05-140 Acquisition of rights of way.
- 479-05-150 Inclusion of bicycle facilities in transportation improvement board projects.

WAC 479-05-010 ~~Time and place for submission of proposed transportation improvement board projects.~~ Prospectuses for design phase shall be requested by the board after: A call for projects may be made as the board deems appropriate. Subsequent to a call, a priority array may be adopted. The array will be published and will list all approved projects. Funds become available at the beginning of the next fiscal year. Special funding programs or a special call for projects may be made by the board as funds allow. [MSOffice2]

~~———— (1) Submitted project applications have been evaluated as to priority.~~

~~———— (2) The legislative appropriation authority has been reviewed and capacity to authorize additional projects determined.~~

~~———— Prospectuses for design phase shall be received by the board by the first day of the month preceding the month in which project authorization is proposed unless a later receipt is approved by the director.~~

~~———— Prospectuses for the construction phase shall be received by the twentieth day of the month preceding the month in which construction project authorization is proposed unless a later receipt date is approved by the director.~~

[Statutory Authority: Chapter 47.26 RCW. 03-16-077, § 479-05-010, filed 8/4/03, effective 9/4/03. Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-010, filed 11/23/99, effective 12/24/99.]

WAC 479-05-020 Six-year transportation improvement plan. programs for urban areas. Projects selected in the priority array must be included in the agency's six-year transportation

1 ~~programs plan of agencies required prior to authorization to~~
2 ~~proceed. , respectively, by RCW 35.77.010, 36.81.121 and~~
3 ~~35.58.2795 must have proposed transportation improvement board~~
4 ~~projects included prior to board approval of funds.~~

5 A copy of the six year transportation program including the
6 proposed projects to be approved shall be submitted to the board
7 along with a copy of the resolution of the city or county
8 adopting such program.
9

10 [Statutory Authority: Chapters 47.26 and 47.66 RCW. RCW
11 35.77.010, 36.81.121 and 35.58.2795. 99-24-038, § 479-05-020,
12 filed 11/23/99, effective 12/24/99.]
13

14 NEW SECTION

15
16 WAC 479-05-021 Traffic demand. All projects will be
17 designed to meet expected traffic demand for twenty years.
18 Projects will be designed to accommodate sufficient capacity for
19 existing traffic and reasonable future growth.
20

21
22 WAC 479-05-030 Six year financial plan. At the beginning
23 of each fiscal year the board shall update its six year
24 financial plan to determine the amount of estimated revenue to
25 be available for new project starts in the ensuing biennium.
26 The estimate of funds for new project starts shall take into
27 consideration projects approved by the board for the design
28 phase where construction funding approval is pending.
29

30 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-
31 038, § 479-05-030, filed 11/23/99, effective 12/24/99.]

32 [MSoffice3]

33 RENUMBER SECTION

34 WAC 479-05-030 A registered professional engineer must be
35 in charge. All projects using board funds will be supervised by
36 a professional engineer registered in the state of Washington.
37

38 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-
39 038, § 479-05-070, filed 11/23/99, effective 12/24/99.]
40

41 WAC 479-05-040 Value engineering study requirements. A
42 value engineering study will be is required for urban projects
43 with total costs exceeding two and one half million dollars or
44 by when determined by the transportation improvement board staff
45 in charge of the project. The board may waive any value
46 engineering study. A value engineering study may be waived by
47 the executive director may waive a study based on if meeting one
48 of the following criteria:

49 (1) Project receives less than twenty percent in board
50 funds;

WAC (9/14/065/8/06 11:35 AM10:09 AM) [46]

1 (2) Total project cost is less than seven and one half
2 million dollars; or

3 (3) Project is construction only.
4

5 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
6 § 479-05-040, filed 11/23/99, effective 12/24/99.]
7
8
9

10 ~~WAC 479-05-050 Procedures for project~~ Phases of project.

11 ~~approval.~~ Design proposals and related construction pProjects
12 authorized by the board for financial assistanee are divided
13 into the following phases:

14 (1) Design phase: documents that must be received prior to
15 phase approval includes:

16 (a) Funding partners are committed to full design cost

17 (b) Signed project funding status form

18 (c) Page from adopted six year transportation
19 improvement plan that lists the project

20 (d) Signed fuel tax agreement

21 (e) Consultant agreement (small city programs
22 only) [MSoffice4]

23 (2) Construction phase: documents that must be received
24 prior to phase approval includes:

25 (a) Signed construction prospectus

26 (b) Confirmation that funding partners are committed
27 to full construction cost

28 (b) Right-of-way acquired or possession and use is in
29 place

30 (c) Plans and specification package is attached to
31 prospectus

32 (d) Engineering estimate is in final format

33 (e) Consultant agreement (small city programs
34 only) [MSoffice5]

35 (f) Traffic signal warrants if applicable

36 (3) Bid award phase: documents that must be received
37 prior to phase approval includes:

38 (a) signed updated cost estimate form including
39 explanation of cost changes

40 (b) Bid tabulations

41 (4) Contract Completion: documents that must be received
42 prior to phase approval includes:

43 (a) Signed updated cost estimate form

44 (b) Final summary of quantities

45 (c) Accounting history signed by agency financial
46 manager

47 (d) Signed certification of excess right of way
48 form [MSoffice6]

49
50 shall be selected for authorization based upon the following

WAC (9/14/065/8/06 11:35 AM10:09 AM) [47]

1 factors.

2 ~~_____ The proposed project scope shall include improvements that~~
3 ~~will address or mitigate the items for which the project was~~
4 ~~selected.~~

5 ~~_____ The board shall evaluate the project scope and may reduce~~
6 ~~the project scope if the scope exceeds that which is necessary~~
7 ~~to address or mitigate items.~~

8 ~~_____ The following factors relative to each project, in addition~~
9 ~~to other factors required by law, shall be evaluated.~~

10 ~~_____ (1) Each project shall be evaluated on the availability and~~
11 ~~source of matching funds.~~

12 ~~_____ (2) Construction prospectuses for projects previously~~
13 ~~approved for design and right of way funding by the board shall~~
14 ~~be required to be accompanied by the following information~~
15 ~~demonstrating the readiness of the project to be placed under~~
16 ~~contract for construction.~~

17 ~~_____ (a) A certification from the legislative body or other~~
18 ~~designated responsible official, of the administering agency,~~
19 ~~that an environmental impact analysis has been conducted and an~~
20 ~~environmental impact statement including the conformity with the~~
21 ~~state and Federal Clean Air Acts or negative declaration of~~
22 ~~environmental impact, as appropriate, has been circulated~~
23 ~~pursuant to chapter 43.21C RCW, and that the results have been~~
24 ~~utilized in arriving at the decisions reflected in the~~
25 ~~prospectus for the construction project.~~

26 ~~_____ (b) A certification that all right of way required for the~~
27 ~~project is available or if right of way remains to be acquired~~
28 ~~that the agency has obtained a possession and use agreement on~~
29 ~~the parcels in question.~~

30 ~~_____ (c) A certification from the legislative body that the~~
31 ~~project is completely designed and ready to be advertised for~~
32 ~~bids.~~

33 ~~_____ (d) The date the project will be advertised for bids.~~

34 ~~_____ (e) Each construction project prospectus shall identify~~
35 ~~changes between the scope of work of the proposed project and~~
36 ~~the work contemplated in the current six year transportation~~
37 ~~program or the project design prospectus. An explanation and~~
38 ~~justification for such changes shall also be included.~~

39 ~~_____ (f) The board shall consider adjustments to the amount~~
40 ~~previously requested in accordance with the board's rule on~~
41 ~~increases in transportation improvement board funds.~~

42
43 [Statutory Authority: Chapter 47.26 RCW. 03-16-077, § 479-05-
44 050, filed 8/4/03, effective 9/4/03. Statutory Authority:
45 Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-050, filed
46 11/23/99, effective 12/24/99.]

47
48
49 **NEW SECTION**

50 **WAC 479-05-051 Project modification and scope change. The**

WAC (9/14/065/8/06 11:35 AM10:09 AM) [48]

1 director may approve scope changes except the following which
2 will be reviewed by the board:

- 3 (1) change in limits with request for increase in funding
- 4 (2) adding or decreasing through lanes
- 5 (3) adding or eliminating grade separators
- 6 (4) reducing limits greater than one hundred lineal feet
- 7 (5) inclusion or exclusion of major project element may be
8 considered a scope change by director
- 9 (6) change to program components

10
11
12 **WAC 479-05-060 Methods of construction.** All construction
13 ~~by agencies using board funds shall be~~ will be advertised,
14 competitively bid, and contracted, except:

- 15 (1) Utility and railroad relocations and adjustments; and
- 16 (2) Government force work;
- 17 ~~(2) Installation of traffic control devices, if~~
18 ~~accomplished by the personnel of the agency.~~
- 19 (3) Work eligible to use the small works roster

20 A competitive bid is not required for projects which meet the
21 requirements of chapters 36.77, 35.22, 35.23, and 35.27
22 RCW^[MSOffice7].

23
24 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
25 § 479-05-060, filed 11/23/99, effective 12/24/99.]

26
27
28 ~~**WAC 479-05-070 Registered engineer in charge.** All~~
29 ~~construction projects using transportation improvement board~~
30 ~~funds shall be planned, designed, and constructed under the~~
31 ~~supervision of a professional engineer registered in the state~~
32 ~~of Washington.~~^[MSOffice8]

33
34 ~~[Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,~~
35 ~~§ 479-05-070, filed 11/23/99, effective 12/24/99.]~~

36
37
38 **WAC 479-05-080 Standard specifications.** The current
39 edition of *the Standard Specifications for Road, Bridge, and*
40 *Municipal Construction* or equivalent, ~~shall~~ will be included in
41 any contract entered into by an agency using board funds.

42
43 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
44 § 479-05-080, filed 11/23/99, effective 12/24/99.]

45
46
47 **WAC 479-05-090 Design standards for transportation**
48 ~~improvement board projects.~~ All transportation improvement
49 board funded projects ~~shall~~ will be prepared using currently
50 applicable design standards.

WAC (9/14/065/8/06 11:35 AM~~10:09 AM~~) [49]

1
2 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
3 § 479-05-090, filed 11/23/99, effective 12/24/99.]
4

5
6 **WAC 479-05-100 Utility and railroad adjustments and or**
7 **relocations.** Utility and railroad adjustments and or
8 relocations may be performed reimbursed if by negotiated the
9 agency submits a contract with the owner of those the
10 facilities. The administering agency shall review and approve a
11 written statement that includes the items of work and an
12 estimate of cost prepared by the utility or railroad for the
13 work required as a result of the improvement. Updated
14 statements of items of work and cost estimates of cost may will
15 be reviewed and approved by the administering agency. If the
16 proposed work will cause a significant change in scope, the
17 agency must seek board approval. All costs of utility and
18 railroad adjustments, as finally approved by the administering
19 agency, shall may be subject to audited.

20 If federal aid highway funds are included in the project, the
21 negotiated contract shall include the applicable provisions of
22 federal Highway Administration policies and procedures
23 prescribed in 23 C.F.R. 140, 23 C.F.R. 645 and 23 C.F.R. 646,
24 Federal Aid Policy Guide. [MSoffice9]

25
26 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
27 § 479-05-100, filed 11/23/99, effective 12/24/99.]
28

29
30 **WAC 479-05-110 Undergrounding of utilities.** Board funds
31 may be used to pay for utility relocation/undergrounding only if
32 the agency owns the property, has an easement, or fee interest
33 in the property. [MSoffice10] be used in the actual, necessary costs
34 of relocating utility or other service facilities resulting from
35 an approved project when:

36 — (1) The local agency administering the project directly
37 incurs such costs; or
38 — (2) The local agency administering the project is obligated
39 by law or by previously established and documented policies and
40 practices for such costs.

41 Board funds may be used in the costs to underground service
42 connections for street illumination and traffic signal services
43 within the prescribed limits of the approved project scope.
44 The board funds used in the costs of relocating utility or other
45 service facilities, other than service connections for street
46 illumination and traffic signal services within the prescribed
47 limits of the approved project, shall be further limited as
48 follows:

49 — (a) Where an local agency requires that existing overhead
50 facilities be placed underground, board funds shall will be

WAC (9/14/065/8/06 11:35 AM10:09 AM) [50]

1 limited. ~~The board considers this~~ This type of improvements is
2 considered to be aesthetic in nature as and is considered to be
3 landscaping., ~~therefore,~~ ~~the cost involved in~~ ~~undergrounding~~
4 the utility facilities, ~~in excess exceeding of the estimated~~
5 cost to relocate-reestablish them overhead, will be included
6 within the ~~three percent~~ allowance for landscaping costs.

7 ~~——(b) If utility lines or other service facilities are~~
8 ~~already underground, board funds may be used in the costs of~~
9 ~~reestablishing placing such the facilities utilities.~~ on an
10 underground basis. Upgrading of utilities will not be included
11 in the board reimbursement

12
13 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
14 § 479-05-110, filed 11/23/99, effective 12/24/99.]
15

16
17 **WAC 479-05-120 Traffic control devices.** Traffic control
18 ~~devices included in a participating~~ for an approved project may
19 be purchased and installed under RCW 35.22.620(3), 35.23.352(1),
20 and 36.77.065(3) by:

21 (1) The contractor for the construction phase of the
22 project; or

23 (2) Agency employees
24 ~~the employees and with the equipment and materials of the local~~
25 ~~governmental units subject to the limits of RCW 35.22.620(3),~~
26 ~~35.23.352(1), and 36.77.065(3):~~ Provided, That the basis for
27 payment of board funds is reimbursement of the appropriate
28 portion of actual cost of such work, subject to audit.
29

30 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
31 § 479-05-120, filed 11/23/99, effective 12/24/99.]
32

33
34
35 **WAC 479-05-130 Project landscaping.** ~~Board funds may be~~
36 ~~used at the appropriate matching ratio in the cost of~~
37 ~~landscaping and the use of other plantings and supporting~~
38 ~~materials within the project right of way to a maximum of Cost~~
39 of landscaping is limited to three percent of the total eligible
40 authorized project costs. Erosion control treatment is not
41 considered a part of landscaping costs. Provided, That

42 ~~*Requests for increases in the authorized amount of board funds~~
43 ~~to cover landscaping and related costs shall will be considered~~
44 ~~jointly with as other cost increases.~~ and approval of all such
45 requests shall be limited to the amount authorized by WAC 479-
46 05-250 to be approved by the director. Erosion control
47 treatment shall not be considered a part of landscaping costs.

48 Landscaping costs in excess of the limit may be paid for by
49 the agency's other funding sources and can be designated as
50 local match to the board project. [Msofficell]

WAC (9/14/065/8/06 11:35 AM10:09 AM) [51]

1 ~~The three percent limitation for landscaping and related~~
2 ~~costs shall not affect the agency's authority to include~~
3 ~~landscaping and the use of other plantings or supporting~~
4 ~~materials in the project in amounts that exceed the three~~
5 ~~percent limit provided they are paid for solely with funds other~~
6 ~~than board supplied funds.~~

7
8 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
9 § 479-05-130, filed 11/23/99, effective 12/24/99.]

10
11
12 **WAC 479-05-140 Acquisition of rights of way.** Right of way
13 ~~for board funded projects shall~~ will be acquired in accordance
14 with chapter 468-100 WAC. Reimbursement of right of way
15 acquisition costs are eligible within the design phase of the
16 project.

17 At construction phase, right of way acquisitions should be
18 completed and certified. If all right of way cannot be
19 certified, the local agency must have possession and use
20 agreements for the remaining parcels. Right of way
21 participation is limited to the amount shown on the construction
22 prospectus.

23 Only the amount of right of way needed to build the project is
24 eligible for reimbursement. Right of way purchased in excess of
25 what is needed for the project will not be reimbursed with board
26 funds. [MSOffice12]

27 In the event the project is not built, funds expended for right
28 of way may be requested to be refunded to the board.

29
30
31 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
32 § 479-05-140, filed 11/23/99, effective 12/24/99.]

33
34
35 **WAC 479-05-150 Inclusion of bicycle facilities in**
36 ~~transportation improvement board projects.~~ If an eligible
37 ~~agency has with funded projects funded by transportation~~
38 ~~improvement board funds that includes the construction of~~
39 ~~bicycle facilities, the agency shall~~ will submit ~~its a~~ a bikeway
40 plan to the board ~~in map form along~~ with the agency's
41 verification that the plan has been reviewed with, and approved
42 by, the agency's legislative body.

43 ~~The proposed bicycle facility shall be in accordance with~~
44 ~~definitions, criteria, and design standards shown in Chapter~~
45 ~~1020 of the Washington Department of Transportation Design~~
46 ~~Manual.~~ [MSOffice13]

47
48 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
49 § 479-05-150, filed 11/23/99, effective 12/24/99.]

50
WAC (9/14/06) 5/8/06 11:35 AM 10:09 AM [52]

1 WAC 479-05-170 ~~Reimbursable costs~~ Reimbursement for of
2 engineering costs. Design and construction engineering costs
3 eligible for reimbursement shall be are limited to twenty-five
4 percent of the approved contract bid amount excluding special
5 studies or right of way costs. ~~[MSoffice14]~~ including adjustments for
6 change orders and actual quantity amounts during construction
7 and agency force construction. Exceptions to the twenty-five
8 percent engineering limit may be considered by the board.
9 Agency costs for value engineering and other special studies and
10 right of way appraisals and acquisition costs will not be used
11 to determine the amount subject to the limit.

12
13 [Statutory Authority: Chapter 47.26 RCW. 03-16-077, § 479-05-
14 240, filed 8/4/03, effective 9/4/03; 01-19-040, § 479-05-240,
15 filed 9/14/01, effective 10/15/01. Statutory Authority:
16 Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-240, filed
17 11/23/99, effective 12/24/99.]

18
19 **NEW SECTION**

20 WAC 479-05-171 Reimbursement of cultural resource
21 assessment costs. If a cultural resource assessment is required
22 by the state department of archaeology and historical
23 preservation, the board will reimburse the normal cost of the
24 assessment.

25
26 **NEW SECTION**

27 WAC 479-05-240 Procedure to ~~r~~ When an agency may request an
28 increase in funds. in board funds. The amount of funds approved
29 will be based upon the amount requested at project application.
30 This amount may be adjusted from the amount shown in the project
31 application with adequate justification. Board fund increases
32 are not approved at design phase.

33 ~~Local a~~ Agencies may request an increase in funds over the
34 amount set forth in the application, at the construction, phase,
35 bid opening, or and contract completion phases.

36
37 **NEW SECTION**

38 WAC 479-05-241 How an agency requests a board increase.
39 Increase requests above the executive director administrative
40 authority requires board action. The agency is responsible for
41 preparing and giving a presentation to the board justifying the
42 increase.

43
44 **NEW SECTION**

45 WAC 479-05-242 Criteria the board uses when reviewing
46 increase requests. The board will consider the following when
47 reviewing increases:

48 (1) The granting of the request will obligate funding
49 beyond an acceptable level or will adversely affect authorized
50 funds previously approved by the board.

1 (2) Requests for increases at bid award will take priority
2 over construction and contract completion phase
3 approvals. [MSoffice15]

4 (3) The requested increase is to pay for an expansion of
5 the authorized scope of the work that is beyond the work
6 approved at design phase.

7 (4) The increased funds should have been anticipated by
8 the local agency at the construction phase of the project.

9 (5) Local agency and funding partner ability to contribute
10 to the increased costs. [MSoffice16]

11 (6) Other criteria on a case by case basis.
12
13

14 ~~(1) At the construction phase all requests shall be reviewed by~~
15 ~~the director. The director shall report the findings to the~~
16 ~~board for its review, consideration and final action. The board~~
17 ~~shall not grant a request for increase at this phase if:~~

18 ~~—— (a) The requested increase is to pay for an expansion of~~
19 ~~the scope of the work that is beyond the work required to~~
20 ~~accomplish the intent of the project as approved at the design~~
21 ~~phase.~~

22 ~~—— (b) The granting of the request will obligate funding~~
23 ~~beyond the level acceptable to the board or will in any way~~
24 ~~adversely affect authorized funds previously approved by the~~
25 ~~board.~~

26 ~~—— (2) Request for increases at bid opening shall not exceed~~
27 ~~the amount set by board policy. Requests for increases at this~~
28 ~~phase will take priority over design and construction phase~~
29 ~~approvals. Such requests shall be reviewed by the director and~~
30 ~~will not be approved if:~~

31 ~~—— (a) The requested increase is to pay for an expansion of~~
32 ~~the authorized scope of the work; or~~

33 ~~—— (b) If the request is not substantiated and the director~~
34 ~~determines that the increased funds should have been anticipated~~
35 ~~by the local agency at the construction phase of the project.~~

36 ~~—— (3) Requests for increases in funds submitted to the board~~
37 ~~at contract completion shall not exceed the amount set by board~~
38 ~~policy. Requests for increases at this phase will take priority~~
39 ~~over design and construction phase approvals. Such requests~~
40 ~~shall be reviewed by the director and will not be approved if:~~

41 ~~—— (a) The requested increase is to pay for an expansion of~~
42 ~~the authorized scope of the work; or~~

43 ~~—— (b) If the request is not substantiated and the director~~
44 ~~determines that the increased funds should have been anticipated~~
45 ~~by the local agency at the construction approval phase of the~~
46 ~~project.~~

47 ~~—— (4) If the director or the board, as the case may be, does~~
48 ~~not approve the request of a local agency for an increase, the~~
49 ~~administering agency may:~~

50 ~~—— (a) Proceed with the project, paying for any additional~~

1 ~~costs with local or other funds; or~~
2 ~~—— (b) Withdraw the request for participation; or, if~~
3 ~~applicable~~
4 ~~—— (c) Within the authorized amount, and subject to approval~~
5 ~~by the director, reduce the scope of the project while retaining~~
6 ~~a usable and functional improvement.~~

7
8 ~~[Statutory Authority: Chapter 47.26 RCW. 03-16-077, § 479-05-~~
9 ~~240, filed 8/4/03, effective 9/4/03; 01-19-040, § 479-05-240,~~
10 ~~filed 9/14/01, effective 10/15/01. Statutory Authority:~~
11 ~~Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-240, filed~~
12 ~~11/23/99, effective 12/24/99.]~~

13
14 **NEW SECTION**

15 **WAC 279-05-243 When an increase is not approved.** If the
16 director or the board does not approve the request of a local
17 agency for an increase, the administering agency may:

- 18 (1) Proceed with the project, paying for any additional
19 costs with local or other funds; or
20 (2) Withdraw the request for participation; or
21 (3) Request a reduction in the scope of the project. The
22 project will need to retain a usable and functional improvement
23 to be granted a reduction.

24
25 **WAC 479-05-250 When a project is delayed** Projects are
26 considered to be delayed when one of the following occurs:

- 27 (1) Urban corridor program projects do not reach bid award
28 within five years and six months.
29 (2) Urban arterial program projects do not reach bid award
30 within four years and six months.
31 (3) All other programs must reach bid award within two
32 years and six months.

33 **Review of delayed projects.** The director may contact, in
34 writing, each local agency administering a transportation
35 improvement board funded project that appears to be delayed when
36 evaluated in relation to the proposed schedule for project
37 development. If the agency does not respond to the inquiry of
38 the director within twenty days explaining why the project is
39 delayed, it shall be placed before the board as a candidate for
40 cancellation as a delayed project.

41 ~~—— The written response from the administering agency shall be~~
42 ~~reviewed to determine if the reason or reasons for the project~~
43 ~~delay is acceptable. The administrative agency will be advised~~
44 ~~by certified mail by the director if the delay is for an~~
45 ~~unacceptable reason. The letter from the director shall advise~~
46 ~~the local agency that:~~

- 47 ~~—— (1) The project is delayed for an unacceptable reason;~~
48 ~~—— (2) The local agency has a period of three months from the~~
49 ~~date of the director's letter to resolve the reason or reasons~~
50 ~~for delay and to provide evidence to the board that the problems~~

1 ~~have been resolved. Such evidence shall, if requested by the~~
2 ~~director, include a time schedule for project development which~~
3 ~~sets forth project development dates in sufficient detail to~~
4 ~~permit monthly monitoring of project progress;~~

5 ~~(3) If the reason or reasons for delay are not resolved~~
6 ~~within the specified time period, the project may be placed~~
7 ~~before the board as a candidate for cancellation.~~

8 ~~The administering agency for any project placed before the~~
9 ~~board as a candidate for cancellation shall be requested to~~
10 ~~appear before the board to explain the status of the project.~~

11
12 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
13 § 479-05-250, filed 11/23/99, effective 12/24/99.]
14

15
16 **NEW SECTION**

17 **WAC 479-05-251 Delayed project review.** Delayed projects
18 will be reviewed as follows:

19 (1) Stage 1 delay - staff report the delayed project to
20 the board at a regularly scheduled board meeting. The executive
21 director requests a letter from the agency to respond with a
22 plan on how the agency will make progress to get back on
23 schedule.

24 (2) Stage 2 delay - Agency gives an explanation of why the
25 project is delayed and a commitment date which is acceptable to
26 the executive director or board

27 (3) Stage 3 delay - If the agency misses the agreed upon
28 date, the agency will be provided a hearing in front of the
29 board at the next regularly scheduled meeting^[MSOFFICE17]. The
30 result of the hearing will include an absolute date for
31 resolution agreed to by the board.

32 If the agency is not making acceptable progress and misses the
33 agreed to dates, the project will be automatically suspended.
34 The board will provide a hearing where the agency may be
35 requested to withdraw the project and reapply for funding in a
36 later funding cycle.

37 Agencies that do not make progress to completion of
38 projects within ten years will automatically be suspended and
39 subject to a hearing in front of the board.
40
41

Chapter 479-05 WAC

PROGRAM REQUIREMENTS Last Update: 8/4/03 WAC

- 479-05-010 Time and place for submission of proposed projects. 479-05-020 Six-year transportation programs for urban areas.
- 479-05-040 Value engineering study requirements.
- 479-05-050 Procedures for project approval.
- 479-05-060 Methods of construction.
- 479-05-070 Registered engineer in charge.
- 479-05-080 Standard specifications.
- 479-05-090 Design standards for transportation improvement board projects.
- 479-05-100 Utility and railroad adjustments and relocations.
- 479-05-110 Undergrounding utilities.
- 479-05-120 Traffic control devices.
- 479-05-130 Project landscaping.
- 479-05-140 Acquisition of rights of way.
- 479-05-150 Inclusion of bicycle facilities in transportation improvement board projects.

WAC 479-05-010 submission of proposed projects. A call for projects may be made as the board deems appropriate. Subsequent to a call, a priority array may be adopted. The array will be published and will list all approved projects. Funds become available at the beginning of the next fiscal year. Special funding programs or a special call for projects may be made by the board as funds allow.

[Statutory Authority: Chapter 47.26 RCW. 03-16-077, § 479-05-010, filed 8/4/03, effective 9/4/03. Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-010, filed 11/23/99, effective 12/24/99.]

WAC 479-05-020 Six-year transportation improvement plan. Projects selected in the priority array must be included in the agency's six-year transportation plan prior to authorization to proceed.

[Statutory Authority: Chapters 47.26 and 47.66 RCW. RCW 35.77.010, 36.81.121 and 35.58.2795. 99-24-038, § 479-05-020, filed 11/23/99, effective 12/24/99.]

NEW SECTION

WAC 479-05-021 Traffic demand. All projects will be designed to meet expected traffic demand for twenty years. Projects will be designed to accommodate sufficient capacity for existing traffic and reasonable future growth.

RENUMBER SECTION

WAC 479-05-030 A registered professional engineer must be in charge. All projects using board funds will be supervised by a professional engineer registered in the state of Washington.

[Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-070, filed 11/23/99, effective 12/24/99.]

1
2 **WAC 479-05-040 Value engineering study requirements.** A
3 value engineering study is required for urban projects with
4 total cost exceeding two and one half million dollars or when
5 determined by the transportation improvement board staff in
6 charge of the project. The board may waive any value
7 engineering study. the executive director may waive a study
8 based on meeting one of the following criteria: (1) Project
9 receives less than twenty percent in board funds; (2) Total
10 project cost is less than seven and one half million dollars; or
11 (3) Project is construction only. [Statutory Authority:
12 Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-040, filed
13 11/23/99, effective 12/24/99.]
14

15 **WAC 479-05-050 Phases of project.** Projects authorized by
16 the board are divided into the following phases:

17 (1) Design phase: documents that must be received prior to
18 phase approval includes:

- 19 (a) Funding partners are committed to full design cost
- 20 (b) Signed project funding status form
- 21 (c) Page from adopted six year transportation
22 improvement plan that lists the project
- 23 (d) Signed fuel tax agreement
- 24 (e) Consultant agreement (small city programs only)

25 (2) Construction phase: documents that must be received
26 prior to phase approval includes:

- 27 (a) Signed construction prospectus
- 28 (b) Confirmation that funding partners are committed
29 to full construction cost
- 30 (b) Right-of-way acquired or possession and use is in
31 place
- 32 (c) Plans and specification package is attached to
33 prospectus
- 34 (d) Engineering estimate is in final format (e)
35 Consultant agreement (small city programs only)
- 36 (f) Traffic signal warrants if applicable

37 (3) Bid award phase: documents that must be received
38 prior to phase approval includes:

- 39 (a) signed updated cost estimate form including
40 explanation of cost changes
- 41 (b) Bid tabulations

42 (4) Contract Completion: documents that must be received
43 prior to phase approval includes:

- 44 (a) Signed updated cost estimate form
- 45 (b) Final summary of quantities
- 46 (c) Accounting history signed by agency financial
47 manager

- 48 (d) Signed certification of excess right of way form
- 49

50 [Statutory Authority: Chapter 47.26 RCW. 03-16-077, § 479-05-
WAC (9/14/06 11:38 AM) [58]

1 050, filed 8/4/03, effective 9/4/03. Statutory Authority:
2 Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-050, filed
3 11/23/99, effective 12/24/99.]
4
5

6 **NEW SECTION**

7 **WAC 479-05-051 Project modification and scope change.** The
8 director may approve scope changes except the following which
9 will be reviewed by the board:

- 10 (1) change in limits with request for increase in funding
- 11 (2) adding or decreasing through lanes
- 12 (3) adding or eliminating grade separators
- 13 (4) reducing limits greater than one hundred lineal feet
- 14 (5) inclusion or exclusion of major project element may be
15 considered a scope change by director
- 16 (6) change to program components
17
18

19 **WAC 479-05-060 Methods of construction.** All construction
20 using board funds will be advertised, competitively bid, and
21 contracted, except:

- 22 (1) Utility and railroad relocations and adjustments;
- 23 (2) Government force work;
- 24 (3) Work eligible to use the small works roster

25 A competitive bid is not required for projects which meet the
26 requirements of chapters 36.77, 35.22, 35.23, and 35.27 RCW.
27

28 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
29 § 479-05-060, filed 11/23/99, effective 12/24/99.]
30
31

32 **WAC 479-05-080 Standard specifications.** The current
33 edition of *the Standard Specifications for Road, Bridge, and*
34 *Municipal Construction* or equivalent, will be included in any
35 contract entered into by an agency using board funds.

36 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
37 § 479-05-080, filed 11/23/99, effective 12/24/99.]
38
39

40 **WAC 479-05-090 Design standards** All projects will be
41 prepared using currently applicable design standards.
42

43 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
44 § 479-05-090, filed 11/23/99, effective 12/24/99.]
45

46 **WAC 479-05-100 Utility and railroad adjustments or**
47 **relocations.** Utility and railroad adjustments or relocations
48 may be reimbursed if the agency submits a contract with the
49 owner of the facilities. . Updated statements of work and
50 cost estimates will be reviewed by the agency. If the proposed

WAC (9/14/06 11:38 AM) [59]

1 work will cause a significant change in scope, the agency must
2 seek board approval. All costs of utility and railroad
3 adjustments may be audited.

4
5 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
6 § 479-05-100, filed 11/23/99, effective 12/24/99.]
7

8
9 **WAC 479-05-110 Undergrounding of utilities.** Board funds
10 may be used to pay for utility relocation/undergrounding only if
11 the agency owns the property, has an easement, or fee interest
12 in the property.

13 Board funds may be used in the costs to underground service
14 connections for street illumination and traffic signal services
15 within the approved project scope. Where an agency requires that
16 existing overhead facilities be placed underground, board funds
17 will be limited. This type of improvement is considered
18 aesthetic in nature and is considered to be landscaping. The
19 cost involved in undergrounding the utility facilities exceeding
20 the estimated cost to reestablish them overhead will be included
21 within the allowance for landscaping costs.
22 If utility lines or other service facilities are already
23 underground, board funds may be used in the cost of
24 reestablishing the utilities. Upgrading of utilities will not
25 be included in the board reimbursement
26

27 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
28 § 479-05-110, filed 11/23/99, effective 12/24/99.]
29

30 **WAC 479-05-120 Traffic control devices.** Traffic control
31 devices for an approved project may be purchased and installed
32 under RCW 35.22.620(3), 35.23.352(1), and 36.77.065(3) by:

- 33 (1) The contractor for the construction phase of the
34 project; or
35 (2) Agency employees
36

37 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
38 § 479-05-120, filed 11/23/99, effective 12/24/99.]
39

40 **WAC 479-05-130 Project landscaping.** Cost of landscaping
41 is limited to three percent of the total eligible authorized
42 project costs. Erosion control treatment is not considered a
43 part of landscaping costs. Requests for increases in
44 landscaping and related costs will be considered as other cost
45 increases.

46 Landscaping costs in excess of the limit may be paid for by
47 the agency's other funding sources and can be designated as
48 local match to the board project.
49

50 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,

WAC (9/14/06 11:38 AM) [60]

1 § 479-05-130, filed 11/23/99, effective 12/24/99.]

2
3 **WAC 479-05-140 Acquisition of rights of way.** Right of way
4 will be acquired in accordance with chapter 468-100 WAC.
5 Reimbursement of right of way acquisition costs are eligible
6 within the design phase of the project.

7 At construction phase, right of way acquisitions should be
8 completed and certified. If all right of way cannot be
9 certified, the local agency must have possession and use
10 agreements for the remaining parcels. Right of way
11 participation is limited to the amount shown on the construction
12 prospectus.

13 Only the amount of right of way needed to build the project is
14 eligible for reimbursement. Right of way purchased in excess of
15 what is needed for the project will not be reimbursed with board
16 funds.

17 In the event the project is not built, funds expended for right
18 of way may be requested to be refunded to the board.

19
20 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
21 § 479-05-140, filed 11/23/99, effective 12/24/99.]

22
23 **WAC 479-05-150 Inclusion of bicycle facilities in**
24 **projects.** Agencies with funded projects including bicycle
25 facilities will submit a bikeway plan to the board with
26 verification that the plan has been approved by the agency's
27 legislative body.

28
29 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
30 § 479-05-150, filed 11/23/99, effective 12/24/99.]

31
32 **WAC 479-05-170 Reimbursement of engineering costs.** Design
33 and construction engineering costs eligible for reimbursement
34 are limited to twenty-five percent of the approved contract bid
35 amount excluding special studies or right of way costs.
36 Exceptions to the twenty-five percent engineering limit may be
37 considered by the board.

38
39
40 [Statutory Authority: Chapter 47.26 RCW. 03-16-077, § 479-05-
41 240, filed 8/4/03, effective 9/4/03; 01-19-040, § 479-05-240,
42 filed 9/14/01, effective 10/15/01. Statutory Authority:
43 Chapters 47.26 and 47.66 RCW. 99-24-038, § 479-05-240, filed
44 11/23/99, effective 12/24/99.]

45
46 **NEW SECTION**

47 **WAC 479-05-171 Reimbursement of cultural resource**
48 **assessment costs.** If a cultural resource assessment is required
49 by the state department of archaeology and historical
50 preservation, the board will reimburse the normal cost of the

WAC (9/14/06 11:38 AM) [61]

1 assessment.

2
3 **NEW SECTION**

4 **WAC 479-05-240 When an agency may request an increase in**
5 **funds.** Agencies may request an increase in funds at the
6 construction,, bid opening, and contract completion phases.
7

8 **NEW SECTION**

9 **WAC 479-05-241 How an agency requests a board increase.**
10 Increase requests above the executive director administrative
11 authority requires board action. The agency is responsible for
12 preparing and giving a presentation to the board justifying the
13 increase.
14

15 **NEW SECTION**

16 **WAC 479-05-242 Criteria the board uses when reviewing**
17 **increase requests.** The board will consider the following when
18 reviewing increases:

19 (1) The granting of the request will obligate funding
20 beyond an acceptable level or will adversely affect authorized
21 funds previously approved by the board.

22 (2) Requests for increases at bid award will take priority
23 over construction and contract completion phase approvals.

24 (3) The requested increase is to pay for an expansion of
25 the authorized scope of the work that is beyond the work
26 approved at design phase.

27 (4) The increased funds should have been anticipated by
28 the local agency at the construction phase of the project.

29 (5) Local agency and funding partner ability to contribute
30 to the increased costs.

31 (6) Other criteria on a case by case basis.
32

33 **NEW SECTION**

34 **WAC 279-05-243 When an increase is not approved.** If the
35 director or the board does not approve the request of a local
36 agency for an increase, the administering agency may:

37 (1) Proceed with the project, paying for any additional
38 costs with local or other funds; or

39 (2) Withdraw the request for participation; or

40 (3) Request a reduction in the scope of the project. The
41 project will need to retain a usable and functional improvement
42 to be granted a reduction.
43

44 **WAC 479-05-250 When a project is delayed** Projects are
45 considered to be delayed when one of the following occurs:

46 (1) Urban corridor program projects do not reach bid award
47 within five years and six months.

48 (2) Urban arterial program projects do not reach bid award
49 within four years and six months.

50 (3) All other programs must reach bid award within two

1 years and six months.

2
3 [Statutory Authority: Chapters 47.26 and 47.66 RCW. 99-24-038,
4 § 479-05-250, filed 11/23/99, effective 12/24/99.]
5

6
7 **NEW SECTION**

8 **WAC 479-05-251 Delayed project review.** Delayed projects
9 will be reviewed as follows:

10 (1) Stage 1 delay - staff report the delayed project to
11 the board at a regularly scheduled board meeting. The executive
12 director requests a letter from the agency to respond with a
13 plan on how the agency will make progress to get back on
14 schedule.

15 (2) Stage 2 delay - Agency gives an explanation of why the
16 project is delayed and a commitment date which is acceptable to
17 the executive director or board

18 (3) Stage 3 delay - If the agency misses the agreed upon
19 date, the agency will be provided a hearing in front of the
20 board at the next regularly scheduled meeting. The result of
21 the hearing will include an absolute date for resolution agreed
22 to by the board.

23 If the agency is not making acceptable progress and misses the
24 agreed to dates, the project will be automatically suspended.
25 The board will provide a hearing where the agency may be
26 requested to withdraw the project and reapply for funding in a
27 later funding cycle.

28 Agencies that do not make progress to completion of
29 projects within ten years will automatically be suspended and
30 subject to a hearing in front of the board.