

**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

Issue	Discussion	Status
<p>1) CIP – 2019/2020 Project Delays</p> <p>Provide information on cost increases for projects that were delayed during the 2019-2020 biennium. Provide the increase in cost and the reason for the increase.</p> <p>(Councilmember Fields)</p>	<p><u>Staff Response:</u></p> <p>See Attachment A for a list of projects, revised budgets and timeframes and reason for increased costs.</p>	<p>Closed</p>
<p>2) CIP – Sidewalk Repair 166th Avenue NE from 80th Street to NE 85th Street</p> <p>Provide information on how this project was ranked against other sidewalks projects and answer if the project can/should move up in the CIP.</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>For the 2021-2022 CIP Budget Process the City evaluated pedestrian and bicycle infrastructure within four categories: A) major sidewalk repairs; B) remaining projects on the 2030 Transportation Facilities Plan (TFP); C) facilities near light rail stations; D) safe routes to schools. These criteria are in addition to the Capital Investment Strategy (CIS) criteria applied to all projects in the City when determining ranking for funding in the CIP. Used this approach so at least the highest-ranking project in each category would be funded.</p> <p>Projects were ranked in each category by criteria specific to that category. Criteria are consistent with the Transportation Master Plan (TMP) and priority direction for the Citywide Capital Investment Strategy (CIS).</p> <p>A) Major Sidewalk Repairs evaluated 5 of the greatest displaced sidewalks in the City based on the following criteria: a) amount of displacement or “sidewalk lift;” b) adjacent land use density; c) and proximity to light rail. Below is order of scoring from highest to lowest:</p>	<p>Council Deliberation Item</p>

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	<ol style="list-style-type: none"> 1) Cleveland Street from 164th Avenue to 168th Avenue 2) 40th Street from 163rd Avenue to Bel-Red Road 3) 164th Avenue NE from Redmond Way to 90th Street 4) Avondale Way from 170th Avenue to Union Hill Road 5) 166th Avenue NE from 80th Street to 85th Street <p>Criteria for scoring other pedestrian and bicycle projects in the other categories:</p> <p>B) Remaining multi-modal projects on the 2030 TFP (Some Bicycle and Shared Use Paths are listed in TFP) - 5 Strategic Criteria in TMP (Planning for Light Rail, Support for Urban Centers, Support for Travel Choices, Neighborhood Connections, and Freight Mobility) plus Safety, Cost and Legislative Priority</p> <p>C) Pedestrian and Bike Facilities near Light Rail Stations - Access to light rail (distance); housing and jobs proximity; future development potential; cost</p> <p>D) Safe Routes to Schools (pedestrians) - land use served (number of homes); proximity to school; pedestrian safety (arterial street or local); access to light rail; access to transit; access to other destinations; system connectivity (are there other routes available); community requests.</p>	
<p>3) CIP - Sidewalk/ADA Projects</p> <p>What information and guiding documents does the City have available to inform decisions about the priority order of Sidewalk/ADA projects?</p> <p>(Councilmember Fields)</p>	<p><u>Staff Response:</u></p> <p>For the 2021-2022 CIP Budget Process the City evaluated pedestrian and bicycle infrastructure within four categories: A) major sidewalk repairs; B) remaining projects on the 2030 Transportation Facilities Plan (TFP); C) facilities near light rail stations; D) safe routes to schools. These criteria are in addition to the Capital Investment Strategy (CIS) criteria applied to all projects in the City when determining ranking for funding in the CIP. Used this approach so at least the highest-ranking project in each category would be funded.</p> <p>Projects were ranked in each category by criteria specific to that category. Criteria are consistent with the Transportation Master Plan (TMP) and priority direction for the Citywide Capital Investment Strategy (CIS).</p> <p>E) Major Sidewalk Repairs evaluated 5 of the greatest displaced sidewalks in the City</p>	<p>Closed</p>

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	<p>based on the following criteria: a) amount of displacement or "sidewalk lift;" b) adjacent land use density; c) and proximity to light rail. Below is order of scoring from highest to lowest:</p> <ul style="list-style-type: none"> 6) Cleveland Street from 164th Avenue to 168th Avenue 7) 40th Street from 163rd Avenue to Bel-Red Road 8) 164th Avenue NE from Redmond Way to 90th Street 9) Avondale Way from 170th Avenue to Union Hill Road 10) 166th Avenue NE from 80th Street to 85th Street <p>Criteria for scoring other pedestrian and bicycle projects in the other categories:</p> <ul style="list-style-type: none"> F) Remaining multi-modal projects on the 2030 TFP (Some Bicycle and Shared Use Paths are listed in TFP) - 5 Strategic Criteria in TMP (Planning for Light Rail, Support for Urban Centers, Support for Travel Choices, Neighborhood Connections, and Freight Mobility) plus Safety, Cost and Legislative Priority G) Pedestrian and Bike Facilities near Light Rail Stations - Access to light rail (distance); housing and jobs proximity; future development potential; cost H) Safe Routes to Schools (pedestrians) - land use served (number of homes); proximity to school; pedestrian safety (arterial street or local); access to light rail; access to transit; access to other destinations; system connectivity (are there other routes available); community requests <p>ADA curb ramp replacement projects are prioritized based on input from community groups, proximity to key destinations based on Federal guidelines, and requests from the community. In 2013 the City assessed all curb ramps and created a database denoting the ADA compliancy of each curb ramp. The database is used as a basis to target new ramp replacements.</p> <p>To prioritize ramp replacements from this database, in 2019 the City gathered public input on existing locations where curb ramps are missing and/or have a deficiency. Furthermore, the City gathered information on deficient ramps that are in proximity to facilities such as schools, State/Local Government facilities, public bus and vanpool</p>	
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	stops, places of public accommodation, and proximity to major employment centers.	
<p>4) CIP - Neighborhood Projects</p> <p>Provide a breakdown of neighborhood projects across the City neighborhoods.</p> <p>(Councilmember Anderson)</p>	<p><u>Staff Response:</u></p> <p>See Attachment B for a breakdown of investments by neighborhood.</p>	Closed
<p>5) CIP - Social Equity</p> <p>Identify which projects in the CIP provide Social Equity to those spending 30% of their income on housing and transportation needs.</p> <p><u>Follow-up Question:</u> How will the investments for capital, intentionally or not, help to decrease income disparities within the city? I am looking for assurance that we are making these investments fairly and equitably. What specific infrastructure projects are intended to decrease the number of individuals spending more than 30% of their income on housing and</p>	<p><u>Staff Response:</u></p> <p>According to the Department of Housing and Urban Development (HUD), “housing cost-burdened” is defined as paying more than 30% of household income on <u>housing costs</u>. When examining household income levels, the Area Median Income (AMI) is a measure helpful for understanding what different households can afford to pay for housing expenses. This definition of affordability typically is based on Area Median Income (AMI) data that is published annually to reflect current conditions. The current AMI (100%) used for Redmond is \$108,600 for a family of four (ARCH, 2019). 12% of households in Redmond fall within the 0-30% AMI (very low-income earning less than \$32,580). Cars are a significant expense for all households, and this expense is not included in the calculation of housing cost burden. CIP projects that provide transportation alternatives to vehicle ownership and single occupancy vehicle trips (e.g. light rail, bicycle, and pedestrian facilities) all result in reduced transportation cost that would allow households to better meet their housing needs.</p> <p><u>Follow-up Staff Response:</u></p> <p>Please refer to Attachments I, J and K for data regarding geographic distribution of CIP investments in relationship to areas where a majority of the population has a low</p>	Closed

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<p>transportation costs?</p> <p>(Councilmember Anderson, Councilmember Forsythe, Councilmember Khan, Councilmember Kritzer)</p>	<p>or moderate household income as reported in available data from HUD. Staff is available to discuss the data in the above-referenced Attachments if individual Council members have additional questions.</p>																						
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="text-align: center;">#</th> <th style="text-align: center;">Project</th> <th style="text-align: center;">Equity Benefit</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">38</td> <td>ST3/DRLE</td> <td>Increases the number of people who can live without the expense of a vehicle</td> </tr> <tr> <td style="text-align: center;">125</td> <td>Bridge Deck Overlay - NE 90th St</td> <td>Vital connection for B Line, which provides frequent service to several multifamily areas, connecting people to job and educational opportunities</td> </tr> <tr> <td style="text-align: center;">182</td> <td>Pavement Management Project - NE 90th Street (Willows Road to State Route 202)</td> <td>Vital connection for B Line, which provides frequent service to several multifamily areas, connecting people to job and educational opportunities</td> </tr> <tr> <td style="text-align: center;">39</td> <td>152nd Avenue NE Improvements (NE 24th Street to NE 28th Street)</td> <td>Extends bicycle network, making it possible for more people to choose less-expensive mobility options</td> </tr> <tr> <td style="text-align: center;">83</td> <td>State Route 520 Trail Grade Separation at NE 40th Street</td> <td>Improves bicycle network safety and comfort, making it more attractive for people to choose less-expensive mobility options</td> </tr> <tr> <td style="text-align: center;">13</td> <td>Overlake Village Pedestrian Bridge</td> <td>Increases the number of people who can access jobs and housing without the expense of a vehicle</td> </tr> </tbody> </table>	#	Project	Equity Benefit	38	ST3/DRLE	Increases the number of people who can live without the expense of a vehicle	125	Bridge Deck Overlay - NE 90 th St	Vital connection for B Line, which provides frequent service to several multifamily areas, connecting people to job and educational opportunities	182	Pavement Management Project - NE 90 th Street (Willows Road to State Route 202)	Vital connection for B Line, which provides frequent service to several multifamily areas, connecting people to job and educational opportunities	39	152 nd Avenue NE Improvements (NE 24 th Street to NE 28 th Street)	Extends bicycle network, making it possible for more people to choose less-expensive mobility options	83	State Route 520 Trail Grade Separation at NE 40 th Street	Improves bicycle network safety and comfort, making it more attractive for people to choose less-expensive mobility options	13	Overlake Village Pedestrian Bridge	Increases the number of people who can access jobs and housing without the expense of a vehicle	
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	138	NE 40 th Street Shared Use Path (156 th Avenue NE to 163 rd Avenue NE)	Extends bicycle network, making it possible for more people to choose less-expensive mobility options
	199	Cycle Track - 156 th Avenue NE	Extends bicycle network, making it possible for more people to choose less-expensive mobility options
	198	Light Rail Station Access - NE 31 st Street	Increases the number of people who can access jobs and housing without the expense of a vehicle
	216	156 th Avenue NE Shared Use Path (NE 40 th Street to NE 51 st Street) - Design	Extends bicycle network, making it possible for more people to choose less-expensive mobility options
	212	Bel-Red Road Bicycle Lanes (West Lake Sammamish Parkway to 156 th Avenue NE)	Extends bicycle network, making it possible for more people to choose less-expensive mobility options
	11	Pedestrian and Bicycle Bridge - Redmond Technology Station	Increases the number of people who can access jobs and housing without the expense of a vehicle
	218	Pavement Management Project - W Lk Samm Pkwy (north of Marymoor to Leary Way)	Vital connection for 542 and 545, which provides frequent service connecting people to job and educational opportunities
	SE163	Intersection Improvement Project - Redmond Way and NE 70 th St	Improves access to transit, which provides frequent service to job and educational opportunities

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<p>6) CIP – Sidewalk Projects</p> <p>Provide an overview of how sidewalk projects ranked against each other, the criteria used and the results.</p> <p>(Councilmember Khan)</p>	<p><u>Staff Response:</u></p> <p>For the 21-22 CIP Budget Process the City evaluated pedestrian and bicycle infrastructure within four categories: A) major sidewalk repairs; B) remaining projects on the 2030 Transportation Facilities Plan (TFP); C) facilities near light rail stations; D) safe routes to schools. These criteria are in addition to the Capital Investment Strategy (CIS) criteria applied to all projects in the City when determining ranking for funding in the CIP. Used this approach so at least the highest-ranking project in each category would be funded.</p> <p>Projects were ranked in each category by criteria specific to that category. Criteria are consistent with the Transportation Master Plan (TMP) and priority direction for the Citywide Capital Investment Strategy (CIS).</p> <p>I) Major Sidewalk Repairs evaluated 5 of the greatest displaced sidewalks in the City based on the following criteria: a) amount of displacement or “sidewalk lift;” b) adjacent land use density; c) and proximity to light rail. Below is order of scoring from highest to lowest:</p> <ul style="list-style-type: none"> 11) Cleveland Street from 164th Avenue to 168th Avenue 12) 40th Street from 163rd Avenue to Bel-Red Road 13) 164th Avenue NE from Redmond Way to 90th Street 14) Avondale Way from 170th Avenue to Union Hill Road 15) 166th Avenue NE from 80th Street to 85th Street <p>Criteria for scoring other pedestrian and bicycle projects in the other categories:</p> <p>J) Remaining multi-modal projects on the 2030 TFP (Some Bicycle and Shared Use Paths are listed in TFP) - 5 Strategic Criteria in TMP (Planning for Light Rail, Support for Urban Centers, Support for Travel Choices, Neighborhood Connections, and Freight Mobility) plus Safety, Cost and Legislative Priority</p> <p>K) Pedestrian and Bike Facilities near Light Rail Stations – Access to light rail (distance); housing and jobs proximity; future development potential; cost</p> <p>L) Safe Routes to Schools (pedestrians) – land use served (number of homes); proximity to school; pedestrian safety (arterial street or local); access to light rail;</p>	<p>Closed</p>
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	access to transit; access to other destinations; system connectivity (are there other routes available); community requests.	
<p>7) CIP - Adaptive Signal Phase 1 - Downtown</p> <p>Provide a status update for the project and a describe what has been achieved with what has been spent so far.</p> <p>(Councilmember Fields)</p>	<p><u>Staff Response:</u></p> <p>A consultant has been hired to assist with RFP preparation and advisement on system needs. System selection is expected in November 2020 with implementation occurring in the first half of 2021. To date, \$75K has been spent on this project.</p>	Closed
<p>8) CIP - Bike/Pedestrian Improvement Projects</p> <p>What are the safety components of each bike/pedestrian project and what are the costs associated?</p> <p>(Councilmember Khan)</p>	<p><u>Staff Response:</u> All bike and pedestrian facilities are considered safety improvements. There is a range of facility types that provide different levels of comfort and protection from vehicular traffic and other conflicts. Higher comfort (lower stress) and higher protection facilities attract a larger number and greater diversity of users.</p> <p>Any type of facility needing right-of-way or other property rights will likely experience significant increases to the cost. In addition, If the street needs to be reconstructed to accommodate the new facility that also adds significantly to the cost. A reconfiguration of the existing street (curb stays in place) is less expensive than a reconstruction.</p> <p>Range of types of pedestrian facilities in order of cost (lowest to highest)</p> <ul style="list-style-type: none"> • Roadside shoulders • Sidewalks directly adjacent to the street • Sidewalks with parking and landscape strips • Separated shared use paths on one side of the Street • Wider urban sidewalks <p>Range of types of bike facilities in order of cost (lowest to highest):</p> <ul style="list-style-type: none"> • Roadside shoulders • Designated in-street bike lanes 	Council Deliberation Item

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	<ul style="list-style-type: none"> • Green bike lanes • Buffered bike lanes with additional 3 feet of separation using paint striping, delineator posts, boxed planters • Share Use Path on one side of the street for pedestrians and bikes • Cycle tracks elevated to same level as sidewalk and separated from pedestrian facilities 	
<p>9) CIP - New Projects</p> <p>Provide relevant information for new projects that Council has not considered before.</p> <p>(Councilmember Khan)</p>	<p><u>Staff Response:</u></p> <p>See Attachment C to review the business cases developed for all new projects.</p>	Closed
<p>10) CIP - Partnership Projects</p> <p>Provide an overview of projects that include partnership funding and describe what the impact would be if each project didn't move forward.</p> <p>(Councilmember Padhye)</p>	<p><u>Staff Response:</u></p> <p>See Attachment D to review partnership projects and impacts.</p>	Closed
<p>11) CIP - Census Track Number</p> <p>Provide a census track number for each project.</p>	<p><u>Staff Response:</u></p> <p>See Attachments I - K for detailed information.</p>	Closed

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(Councilmember Anderson)														
<p>12) CIP - 152nd Avenue NE Improvements (NE 24th Street to NE 28th Street)</p> <p>Provide the funding sources for the project.</p> <p>(Councilmember Kritzer)</p>	<p><u>Staff Response:</u></p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 60%;">3 Federal Grants</td> <td style="text-align: right;">\$ 9,271,540</td> </tr> <tr> <td>Sound Transit Contribution</td> <td style="text-align: right;">\$ 1,338,822</td> </tr> <tr> <td>General Fund</td> <td style="text-align: right;">\$ 401,218</td> </tr> <tr> <td>Real Estate Excise Tax</td> <td style="text-align: right;">\$ 81,309</td> </tr> <tr> <td>Impact Fees</td> <td style="text-align: right;">\$ 5,492,535</td> </tr> <tr> <td></td> <td style="text-align: right; border-top: 1px solid black; border-bottom: 3px double black;">\$ 16,585,424</td> </tr> </table>	3 Federal Grants	\$ 9,271,540	Sound Transit Contribution	\$ 1,338,822	General Fund	\$ 401,218	Real Estate Excise Tax	\$ 81,309	Impact Fees	\$ 5,492,535		\$ 16,585,424	Closed
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<p>13) CIP - Status Update for Existing Projects</p> <p>Provide a Gantt chart to show the status of existing projects and provide an estimated amount needed to complete each project.</p> <p>(Councilmember Anderson)</p>	<p><u>Staff Response:</u></p> <p>See Attachment E to review project status and associated cost estimates.</p>	Closed												
<p>14) CIP - Willows Culvert</p> <p>Provide a status update for the project, details on the grant and grant obligations, details on the cost estimate and reason for delay,</p> <p>(Councilmember Fields)</p>	<p><u>Staff Response:</u></p> <p><u>Project Scope</u></p> <ul style="list-style-type: none"> • Project will replace culverts that are fish barriers on two streams - Willows Creek and Gun Club Creek. • The original project scope was only for the culvert replacement on Willows Creek, but it expanded to include upgrading a second culvert at Gun Club Creek. • Both culverts have/had numerous utility conflicts delaying the project and driving additional costs. <p><u>Grant Information</u></p> <ul style="list-style-type: none"> • \$175,000 for Willows Creek Culvert, Flood Reduction Grant from King County 	Closed												

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	<p>Flood Control District</p> <ul style="list-style-type: none"> • \$400,000 for Willows Creek Culvert, Brian Abbot Fish Barrier Removal Board Grant from State of Washington • \$175,000 for Gun Club Creek Culvert, Flood Reduction Grant from King County Flood Control District <p><u>Status Update</u></p> <ul style="list-style-type: none"> • SEPA and HPA modified to address proposed franchise utility relocation work • Drilling for Ziplly, Zayo, PSE-Gas and PSE-Power is complete • All Right of Entry permits have been signed • Held meeting with Ziplly and Zayo - discussed fiber splicing schedule and work that will need to be coordinated during the culvert installation <p><u>Project Schedule</u></p> <ul style="list-style-type: none"> • 100% plans, specs and estimate complete in November 2020 • Advertise December 2020 • Construction start in April 2021 • Substantial Completion expected in October 2021 <p><u>Cost Estimate</u></p> <ul style="list-style-type: none"> • \$623,000 Design, Permit, and ROW Costs • \$1,444,000 Construction for Willows Creek Culvert • \$1,161,000 Construction for Gun Club Creek Culvert • \$3,228,000 Total Project Cost Estimate (Proposed 2021-2022 CIP Budget) 	
<p>15) CIP - Pump Station Improvements</p> <p>Have there been a reduction in maintenance and</p>	<p><u>Staff Response:</u></p> <p>New wastewater pump (lift) stations are anticipated to have maintenance and operations costs savings based on previous upgrades. Currently, we don't have robust cost comparison data (old vs new) due to the recent completion of the new</p>	<p style="text-align: center;">Closed</p>

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<p>operations costs with the completion of pump station projects? What is the expected impact?</p> <p>(Councilmember Fields)</p>	<p>stations. Below is the reason we anticipate these costs savings, and we will commit to report on our findings as part of the program when new projects are brought to Council for review and approval.</p> <p><u>Anticipated Benefits for New Pump Stations (including cost Savings)</u></p> <ul style="list-style-type: none"> • Reduced call outs after hours and during hours for repairs. New station rarely has issues. • Reduced risk of station failure, reducing environmental impacts and staff impacts. • Improved station efficiency (i.e. power). • Stations are safer for staff to operate, meeting current safety standards. • Parts are obsolete in old stations and not available from vendors. Searching for parts from other sources like eBay and other sewer operators is time consuming. <p>As a final note, the pump station program first evaluates abandoning or redesigning stations to allow for gravity flow instead of rebuilding. This approach improves overall system sustainability to reduce number of stations. Stations to be removed and replaced by gravity lines are 14 and 15.</p>	
<p>16) CIP - Evans Creek Relocation</p> <p>Confirm if there are grant opportunities available for this project.</p> <p><u>Follow-up Question</u> Are grants currently being pursue and what will happen to the funding if the grant funds are received?</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>There are many grant opportunities available for the Evans Creek Relocation project, some that could potentially cover most of the project costs with of course a required match by the City. The major grant opportunities (i.e. Puget Sound Acquisition and Restoration) would need substantial support from the City’s WRIA 8 Representative to move the project forward through the screening, review and decision process. The various grant opportunities are listed below. Staff believe that the Evans Creek project will be very competitive given the significant local and regional benefit from the proposed project.</p> <ul style="list-style-type: none"> • King County Flood Reduction Grant - County • Cooperative Watershed Management Grant - County 	<p>Closed</p>

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	<ul style="list-style-type: none"> • Floodplains by Design - State • Puget Sound Acquisition and Restoration - State • Centennial Clean Water Program Grants - State • Coastal Protection Fund - State • Land and Water Conservation Fund Legacy - Federal • Coastal and Marine Habitat Restoration - Federal <p><u>Follow-up Staff Response:</u></p> <p>Grant activity has been limited to development of design documents to create the information for a quality grant proposal. There are not any grant applications submitted at this time. The next step in this process will be for Council to approve a supplemental agreement for final design in December.</p> <p>None of these grant programs are certain to provide any funding, but the significant City match and the quality of the project should make it attractive to funding agencies. Typical grant amounts are in the \$100,000 to \$500,000 range but there are a couple of highly competitive programs that could fund in the range of \$1,000,000 to \$3,000,000. There are three projects described in the budget documents under "Potential Future Investments" that would be under consideration if funding and staff capacity are available; Overlake Village Facility #3 - Land Acquisition, Sammamish River Habitat Enhancements and Seidel Creek.</p> <p>Design Grants - apply in early 2021</p> <ul style="list-style-type: none"> • KCFCD Flood Reduction - June 2021 • Puget Sound Acquisition and Restoration - January - April 2021 <p>Construction Grants - apply in 2021/2022</p> <ul style="list-style-type: none"> • Floodplains by Design - Fall 2021 • KCFCD Flood Reduction - June 2022 • KCFCD Cooperative Watershed Management - 2022 • Puget Sound Acquisition and Restoration - 2022 • Land and Water Conservation Fund Legacy - Possibly 2022 • King County WaterWorks - 2022 • Washington Wildlife and Recreation Program - 2022 	
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<p>17) CIP - SE Redmond projects 219, 213, 163, 143</p> <p>Provide the total cost of these projects.</p> <p><u>Follow-up Question</u> Confirm the cost to City and total value of these investments.</p> <p>(Councilmember Anderson)</p>	<p><u>Staff Response:</u></p> <ul style="list-style-type: none"> • NE 70th Street Improvements (Redmond Way to 180th Avenue NE) - \$5,239,136 • Targeted Safety Improvement Project - Rectangular Rapid Flash Beacon Crossings (180th Avenue NE at NE 70th Street; 161st Avenue NE at NE 81st Street) - \$226,013 • Intersection Improvement Project - Redmond Way and NE 70th Street - \$4,132,269 • Intersection Improvement Project - Redmond Way and East Lake Sammamish Parkway - \$1,998,000 <p>TOTAL - \$11,595,418</p> <p>Staff will provide additional information to Council about city funded improvements near all four Light Rail Stations at the upcoming Sound Transit Quarterly Briefing scheduled for November 17, 2020.</p> <p><u>Follow-up Staff Response:</u></p> <ul style="list-style-type: none"> • Business Tax - \$5,629,300 • Transportation Impact Fees - \$3,903,743 • Grant - \$1,259,000 • Sound Transit Contribution - \$803,375 	<p style="text-align: center;">Closed</p>
<p>18) CIP - Program Descriptions</p> <p>Provide information on how projects are generated out of programs and what the</p>	<p><u>Staff Response:</u></p> <p>Each program identifies safety issues through inspection and condition assessment reports and public complaints. Issues are evaluated using a rating matrix to be selected as a project to move forward. The highest ranked projects are moved</p>	<p style="text-align: center;">Closed</p>

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<p>funding criteria is.</p> <p>(Councilmember Anderson)</p>	<p>forward as funding is available.</p> <p>Channelization Program</p> <ol style="list-style-type: none"> 1. Installs new signs and markings based on annual collision reports where channelization may improve safety for pedestrians, cyclists and vehicles. 2. Stop Bars and Crosswalks are refreshed according to conditions ratings 3. Other signs and markings installed based on public request, severity of issues, feasibility of correcting issues <p>Streetlight Program</p> <p>Funding is allocated based on:</p> <ol style="list-style-type: none"> 1. Existing light levels 2. Presence of a crosswalk 3. Within Safe Route to School corridor 4. Collision history 5. Roadway classification and speed 6. Feasibility (cost) <p>Bridge Repair Program</p> <p>King County conducts bridge inspections every other year for City owned bridges per the National Bridge Inventory System requirements and Standards. The County lists repairs with a priority rating of each repair that are needed on the inspection reports. City Staff evaluates the inspection reports for each bridge with suggested repairs and meets with King County to finalize the prioritized list of repairs. Most repairs are planned to use programmatic level funding, however more complicated repairs are requested through the CIP.</p> <p>ADA Curb Ramp Program</p>	
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ADA curb ramp replacement projects are prioritized based on input from Citizen Groups, proximity to key destinations based on Federal guidelines, and requests from Citizens. In 2013 the City assessed all curb ramps in the City and created a database denoting the ADA compliancy of each curb ramp. The database is used as a basis to target new ramp replacements prioritizing proximity to:

1. Schools
2. State/Local Government facilities
3. Public bus and vanpool stops
4. Places of public accommodation
5. Proximity to major employment centers.

Pavement Management Program

The City gathers Pavement Condition Index (PCI) data on all City owned streets every other year through a consultant contract. Projects are selected based on the PCI data with preference given to arterials with:

1. High traffic counts
2. Public complaints
3. Streets Maintenance Staff input
4. Grant eligibility

Small repairs such as asphalt patches or single intersection overlays are typically targeted to use programmatic funding and larger overlays/inlays are requested through the CIP.

Typically, roadways below PCI of 60 are targeted for overlays or inlays. PCI of 50 or lower require partial or full-depth rebuilds. See Attachment L for a map of arterials below PCI 50 and Attachment M for the visualized conditions legend.

2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

	<p>Targeted Safety Improvement Program (TSIP):</p> <p>TSIP projects are generated from identification of existing and potential traffic safety problem areas and implemented to prevent crashes, injuries, deaths and their related losses.</p> <p>Once projects are identified, they are prioritized through a rating matrix and top candidates are selected for CIP proposal.</p> <p>Projects not selected remain on the list for future installations.</p>	
<p>19) CIP - ADA</p> <p>Provide the long-term plan for ADA compliance for the transportation system.</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>The following are sources of ADA curb ramp construction per year:</p> <ul style="list-style-type: none"> a) ADA program funded (\$200k/year) projects: Estimate 13 ramps b) CIP Projects (overlays, sidewalk projects, Redmond Central Connector, etc.): Estimate 30 ramps c) Private Development projects: Estimate 45 ramps <p>Currently 4,500 ramps in the City are not fully compliant per Department of Justice and Federal standards. With an estimated 103 ramps constructed per year through above programs, it will take 50 years to achieve compliancy.</p> <p>Examples of non-compliance include:</p> <ul style="list-style-type: none"> 1. Slope of ramp greater than 8.3% 2. Cross slope greater than 2% of areas below and above the ramp 3. Width of ramp greater than 4 feet 4. Missing visual and tactile surface at the edge of ramp <p>(It is important to note development and capital projects do not replace ramps based</p>	<p>Closed</p>

2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

	on priority of need.)																																																																																																																	
<p>20) CIP – Bridge Condition</p> <p>Provide a the most recent condition assessment available for City owned bridges.</p> <p>Follow-Up Question: What is BMS?</p> <p>(Councilmember Khan)</p>	<p>Staff Response:</p> <p>King County generates a separate inspection report for each City bridge. Inspection reports follow the National Bridge Inventory System standards and list each major element of the bridge such as the girders, bridge deck, abutments, bridge piers, etc. with the condition state of each element listed. The inspections primarily focus on structural components, but often non-structural elements are noted such as bridge lighting and railings.</p> <p>The 2019 Bridge inspection identified issues on 10 out of 19 Redmond bridges.</p> <p>See below example of bridge elements listed in a bridge report with suggested repairs and list of projects:</p> <table border="1" style="width: 100%; border-collapse: collapse; margin-top: 10px;"> <thead> <tr> <th colspan="8" style="text-align: center;">BMS Elements</th> </tr> <tr> <th style="width: 10%;">Element</th> <th style="width: 45%;">Element Description</th> <th style="width: 10%;">Total</th> <th style="width: 5%;">Units</th> <th style="width: 10%;">State 1</th> <th style="width: 10%;">State 2</th> <th style="width: 10%;">State 3</th> <th style="width: 10%;">St</th> </tr> </thead> <tbody> <tr> <td>26</td> <td>Concrete Deck w/Coated Bars</td> <td>12100</td> <td>SF</td> <td>12100</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>35</td> <td>Concrete Deck Soffit</td> <td>12100</td> <td>SF</td> <td>12100</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>105</td> <td>Concrete Box Girder</td> <td>220</td> <td>LF</td> <td>220</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>144</td> <td>Concrete Arch</td> <td>180</td> <td>LF</td> <td>160</td> <td>0</td> <td>20</td> <td></td> </tr> <tr> <td>215</td> <td>Concrete Abutment</td> <td>148</td> <td>LF</td> <td>148</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>266</td> <td>Concrete Sidewalk & Supports</td> <td>4400</td> <td>SF</td> <td>4400</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>310</td> <td>Elastomeric Bearing</td> <td>18</td> <td>EA</td> <td>18</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>321</td> <td>Concrete Roadway Approach Slab</td> <td>2700</td> <td>SF</td> <td>2700</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>331</td> <td>Concrete Bridge Railing</td> <td>440</td> <td>LF</td> <td>440</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>340</td> <td>Metal Pedestrian Railing</td> <td>440</td> <td>LF</td> <td>440</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>404</td> <td>Compression Seal / Concrete Header</td> <td>110</td> <td>LF</td> <td>110</td> <td>0</td> <td>0</td> <td></td> </tr> <tr> <td>705</td> <td>Bridge Luminaire Pole and Base</td> <td>16</td> <td>EA</td> <td>16</td> <td>0</td> <td>0</td> <td></td> </tr> </tbody> </table>	BMS Elements								Element	Element Description	Total	Units	State 1	State 2	State 3	St	26	Concrete Deck w/Coated Bars	12100	SF	12100	0	0		35	Concrete Deck Soffit	12100	SF	12100	0	0		105	Concrete Box Girder	220	LF	220	0	0		144	Concrete Arch	180	LF	160	0	20		215	Concrete Abutment	148	LF	148	0	0		266	Concrete Sidewalk & Supports	4400	SF	4400	0	0		310	Elastomeric Bearing	18	EA	18	0	0		321	Concrete Roadway Approach Slab	2700	SF	2700	0	0		331	Concrete Bridge Railing	440	LF	440	0	0		340	Metal Pedestrian Railing	440	LF	440	0	0		404	Compression Seal / Concrete Header	110	LF	110	0	0		705	Bridge Luminaire Pole and Base	16	EA	16	0	0		<p>Closed</p>
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Repairs					
Repair No	Pr	R	Repair Descriptions	Noted	Ver
10005	3	B	DECK EPOXY OVERLAY Cover entire deck with two-coat epoxy overlay to seal all deck cracks. (RPH)	1/25/2012	
10006	1	B	ELECTRIC OUTLET COVER South rail, third luminaire pole from west; electric outlet cover is broken. Repair outlet with new cover.	5/16/2019	

Target Construction Year	Project
2020	95th St Log Removal(complete)
2021	King County Inspection
2021	85th St. Epoxy overlay & compression seal replacement
2021	Start Sammamish River Bridge Differential monitoring
2022	148th St. bridge seals & approach patching, bank stabilization
2022	95th St. interim repairs
2023	King County Inspection
2023	Bear Creek bridge guardrails & abutment protection
2024	90th St. bridge deck epoxy overlay (CIP)
2024	95th St. bridge replacement (CIP)
2024	Union Hill Bridge sidewalk repair
2024	Redmond 14-BN RR UC chain link fence repair
2025	King County Inspection

Follow-up Response:

Washington State maintains a database of all bridges in the State called the Washington State Bridge Inventory System (WSBIS) or Bridge Management System (BMS) that includes all City of Redmond bridges.

Bridge Management System (BMS) Elements refers to the individual components each bridge is comprised of. Each bridge has specific parts such as a deck, columns, seals, etc., and each part is assigned a specific numerical number per Washington State Bridge Standards. (For example, a concrete deck will always be assigned Element

**2021-2022 PRELIMINARY BUDGET
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	<p>number 12, and a concrete abutment will be assigned Element 215.)</p> <p>This allows the State to query all bridges in the State by specific bridge components and to report this information to the Federal Government.</p>	
<p>21) CIP - ADA Improvements</p> <p>Provide a list of downtown pathways to be completed</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>The parking lots and pathways will be prioritized from the ADA Parks plan that was adopted. Currently, there is a high priority on community and unique parks, and this would include Perrigo, Hartman, and Farrel McWhirter. The other two parks, Idylwood and Grass Lawn have separate hardscape proposals in the CIP, and we would include ADA upgrades during those projects at those parks. See Attachment F for the Business Case for the project.</p> <p>Attachment G is Map 10.3 "Downtown Pedestrian Systems" on page 296 of the Redmond Zoning Code. The map shows all the planned pedestrian pathways and sidewalk requirements for Downtown.</p>	<p>Closed</p>
<p>22) CIP - Municipal Buildings Renovations, Maintenance and Repairs Program</p> <p>Provide a list of projects to be completed</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>We are prioritizing projects utilizing the Facilities Strategic Management Plan. Within 2021-2022 we anticipate completing the following projects.</p> <ul style="list-style-type: none"> • MOC Building 1 - replacement of rooftop air conditioning units, fleet shop heater, water heater • Fire Station 16 and shop - automatic transfer switch • Fire Station 11 - HVAC replacements <p>2023-2026 Projects</p> <ul style="list-style-type: none"> • Fire Stations 13 and 14 - HVAC replacements • MOC and Fire Stations - building envelope repairs and replacements • Buildings (various) - electrical panel replacements 	<p>Closed</p>

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<p>23) Street Lighting Program</p> <p>Provide a breakdown of what the \$100K will be spent on.</p> <p>(Councilmember Anderson)</p>	<p><u>Staff Response:</u></p> <p>For 2021-2022, installations are a mix of corridor upgrades and spot installations at crosswalks. One or more LED light(s) was or will be installed at the following locations in:</p> <ol style="list-style-type: none"> 1. 175th Avenue from 40th Place to Idylwood Park 2. 68th Street/152nd Avenue 3. 172nd Avenue from 40th Street to 28th Place 4. 97th Street/166th Avenue 5. 152nd Avenue at Ben Rush 6. 111th Street/172nd Avenue 7. 88th Street west of 169th Place 8. 97th Street/166th Avenue 9. 75th Street/134th Avenue 10. 95th Street between Avondale and City limits 11. 162nd Avenue/112th Court 12. 110th and 104th Street/Powerline trail 13. 161st Avenue at Riverwalk Trail 14. 109th Street/159th Avenue 15. 75th Street/135th Place 16. 106th Street/160th Avenue 	<p style="text-align: center;">Closed</p>
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**2021-2022 PRELIMINARY BUDGET
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	17. 104th Street between 166th Avenue and Avondale	
<p>24) Street Lighting Program</p> <p>Can this funding be used for Smart Cities improvements? (Councilmember Kritzer)</p>	<p><u>Staff Response:</u></p> <p>The Streetlight Program supports Smart City by:</p> <ol style="list-style-type: none"> 1. Installing high efficiency LED lighting fixtures on new streetlight installations as well as changing out existing High-Pressure Sodium lights (HPS) with LED fixtures 2. Developing standards for new poles to support Small Cell (5G communications) deployment from cellular carriers 	Closed
<p>25) CIP - Project Maintenance</p> <p>Provide an overview of how maintenance of projects are funded in the future and how we repair/replace the asset in the future. (Councilmember Anderson)</p>	<p><u>Staff Response:</u></p> <p>When the City commits to a capital project, it also commits to maintaining the asset. Early in the development of a project scope, the maintenance impacts are identified and estimated. This work continues throughout the life of a project. During the budget preparation process staff review the maintenance and operations needs for new capital assets that will come online in the coming biennium. If maintenance of a new asset will require increased funding, the increase is added to the baseline budget. The City has also initiated an asset management program as our long-term strategy. The asset management program is designed to manage the life cycle of assets so that assets are not run to failure, but instead maintained properly and replaced prior to failure.</p>	Closed
<p>26) CIP - Pavement Management</p> <p>Provide a list of projects to be completed</p>	<p><u>Staff Response:</u></p> <ol style="list-style-type: none"> 1. Overlays or Inlay through CIP <ol style="list-style-type: none"> a. NE 90 Street Rehab from Willows Road to Red-Wood Road b. Start design of West Lake Sammamish Parkway Rehab from Marymoor 	Closed

2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

<p>(Councilmember Forsythe)</p>	<p style="text-align: center;">Way to Leary Way (2024 completion)</p> <p style="text-align: center;">c. Start design of Avondale Road Rehab from Union Hill Road to NE 90 Street (2024 Completion)</p> <p>2. Contracted Asphalt Repair</p> <ul style="list-style-type: none"> a. NE 48th and West Lake Sammamish Parkway b. 172nd Avenue and NE 111th Street c. 160th Avenue near Potbelly d. 161st Avenue near QFC e. 152nd Avenue and Old Redmond Road f. NE 24th Street near 175th Avenue NE g. NE 24th Street near 172nd Avenue NE h. Novelty Hill Road and Avondale Road i. NE 116th Street and 179th Place NE j. Red-Wood Road and NE 98th Street k. NE 87th Street and 148th Avenue NE 	
<p>27) TIP - Cost Increases and Delays</p> <p>Provide information on cost increases and project delays.</p> <p>(Councilmember Khan)</p>	<p><u>Staff Response:</u></p> <p>See Attachment H for a list of projects, revised budgets and timeframes and reason for increased costs.</p>	<p style="text-align: center;">Closed</p>

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<p>28) Environmental Sustainability</p> <p>Provide information on how green building implementation is going to be funded in this budget.</p> <p>(Councilmember Khan)</p>	<p><u>Staff Response:</u></p> <p>Professional services funding will be used to support green building-related code enhancement opportunities completed in alignment with the code re-write and Comp Plan update.</p>	<p>Closed</p>
<p>29) Environmental Sustainability</p> <p>Provide an additional description on the Urban Biodiversity Mapping.</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>The project will leverage professional services to inventory and map urban biodiversity areas to better understand the connectivity of wildlife/migration corridors. This will inform future efforts to strategically connect riparian areas, native growth protection easements, wetlands, intact forested areas, etc.</p>	
<p>30) Ground & Surface Water</p> <p>Provide the amount that is remaining in the monitoring program after the reductions and how the program will be managed.</p> <p>(Councilmember Forsythe, Councilmember Anderson, Councilmember Fields)</p>	<p><u>Staff Response:</u></p> <p>Within the proposed budget the surface water environmental monitoring program funding includes \$100,000. This will fund Professional Services and the Washington Conservation Crew, but at a reduced level of service. The program will focus on regulatory required monitoring. Staff will support this monitoring and lower priority monitoring will not be performed this biennium. The program also includes \$864,702 of grant-funded stream monitoring of six streams in Redmond.</p>	
<p>31) Ground & Surface Water</p> <p>Provide an explanation on</p>	<p><u>Staff Response:</u></p> <p>The City protects the overall health of the drinking water aquifer, streams, Sammamish</p>	<p>Closed</p>

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<p>how the program is staffed and the work that is done by each position.</p> <p>(Councilmember Fields, Councilmember Kritzer)</p>	<p>River and Lake Sammamish. Protection is provided through programs that reduce pollutants before they reach the drinking water aquifer, manage pollution in the environment and restore and maintain the health of streams. The objectives are to prevent pollution from being released, monitor environmental changes and maintain and enhance the health of the environment.</p>							
	<p>The Budget Offer supports 16 staff at various levels of funding from 1.00 FTE to 0.15 FTE. The total FTE funding for this offer is 10.05 FTE. The breakout of the work of these staff by program area (as described in the Budget Offer) is shown below:</p>							
	<table border="1" style="width: 100%;"> <thead> <tr> <th style="width: 70%;">Program Area</th> <th style="width: 30%;">Full Time Employee Count</th> </tr> </thead> <tbody> <tr> <td data-bbox="592 761 1514 1008"> <p>Pollution Prevention Spill Response, mitigation, regulatory compliance and reporting; Business technical assistance and education on less toxic alternatives, hazardous waste management and best management practices; and Implementation of Local Source Control Grant that funds 1.0 FTE.</p> </td> <td data-bbox="1522 761 1692 1008" style="text-align: center;">3.00 FTE</td> </tr> <tr> <td data-bbox="592 1015 1514 1286"> <p>Groundwater Monitoring & Analysis Tracking and monitoring aquifer and supply well impacts due to temporary construction dewatering; Tracking, interpreting, and providing input on regulation changes that impact groundwater, such as changes in PFAS regulations; and Field collection of groundwater quality and quantity.</p> </td> <td data-bbox="1522 1015 1692 1286" style="text-align: center;">1.50 FTE</td> </tr> </tbody> </table>	Program Area	Full Time Employee Count	<p>Pollution Prevention Spill Response, mitigation, regulatory compliance and reporting; Business technical assistance and education on less toxic alternatives, hazardous waste management and best management practices; and Implementation of Local Source Control Grant that funds 1.0 FTE.</p>	3.00 FTE	<p>Groundwater Monitoring & Analysis Tracking and monitoring aquifer and supply well impacts due to temporary construction dewatering; Tracking, interpreting, and providing input on regulation changes that impact groundwater, such as changes in PFAS regulations; and Field collection of groundwater quality and quantity.</p>	1.50 FTE	
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	<p>Stream and Buffer Enhancements</p> <p>Field collection of stream health and habitat data, such as benthic index of biotic integrity (BIBI); Support stream health through maintenance of restoration sties; and contract and program management of grant funded regional Paired Watershed Study, which includes effectiveness monitoring of stream improvements.</p> <p>Planning Efforts</p> <p>Develops and Implements Watershed Master Planning and Basin Plans, such as Monticello Basin Plan; Supports cross-departmental code and policy review such as Comprehensive Plan items related to utilities; and Tracks and implements changes in municipal stormwater permit requirements.</p> <p>Regional and Community Partnerships</p> <p>Participation in Cascade Water Alliance, Rose Hill Joint Water Board, Regional Stormwater Work Group, Water Resources Inventory Area 8 and King County 2050 Clean Water Comprehensive Plan Task Force.</p>	<p>1.65 FTE</p> <p>3.00 FTE</p> <p>0.90 FTE</p> <p>10.05 FTE</p>		
<p>32) Community Recreation</p> <p>Provide information on the FTE reductions and how they are spread across the Parks department.</p> <p>(Councilmember Kritzer)</p>	<p><u>Staff Response:</u></p> <p>See Attachment N for detailed information on FTE reductions.</p>	<p>Closed</p>		

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<p>33) Parks, Trails and Open Space</p> <p>Provide an explanation on how the program is staffed and the work that is done by each position.</p> <p>(Councilmember Fields)</p>	<p><u>Staff Response:</u></p> <p>The Parks, Trails and Open Space offer is staffed by 29.63 FTE's. These positions support the maintenance, operations, and planning of the City's 46 parks, open space, beautification areas and 39 miles of trails. Priorities that guide the work of this program include safety & liability, asset protection, sustainability, recreation program support, and planning/building parks for the future.</p> <p>Tasks performed by the staff in this offer include:</p> <ul style="list-style-type: none"> • Safety inspections • Repair/replacement maintenance • Preventative maintenance • Park and facilities construction projects • Landscape construction projects • Turf/vegetation management • Trails construction, repair, and maintenance • Irrigation/water management • Facility support (cleaning restrooms, litter pick-up, graffiti removal, minor repairs) • Sports fields maintenance (soccer, baseball, softball, cricket, lacrosse, etc.) • Sport courts maintenance (basketball, tennis, pickleball, etc.) • Hard surface maintenance (parking lots, pathways, plazas, etc.) • Emergency crew response (snow, wind, flooding, etc.) • Emergency Coordination Center (ECC) operations • Contract management • Planning of parks, trails, open space, and facilities • Administration (employee management, budget development/management, asset management systems, workload scheduling, project management, staff support, customer service/engagement, labor relations, TIS support, City leadership and council support, City initiatives support) 	<p style="text-align: center;">Closed</p>
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2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

<p>34) Parks, Trails and Open Space</p> <p>How much funding is remaining for landscaped right-of-way areas.</p> <p>(Councilmember Khan)</p>	<p><u>Staff Response:</u></p> <p>There is no funding is remaining for contracted maintenance of the identified rights-of-ways. Liability and irrigation maintenance would continue at these sites performed by Park Operations staff.</p> <ul style="list-style-type: none"> • State Route 202 (State Route-520 to City limits) • NE 90th Street Bridge • Willows Road • 140th Avenue NE, • Redmond Way (140th to 132nd) • NE 70th Street/Old Redmond Road • 188th Avenue NE/NE 76th Street • Redmond Way at West Lake Sammamish Parkway • 156th Avenue NE, • NE 36th Street Bridge • 148th Avenue NE • West Lake Sammamish Parkway • NE 116th Roundabouts • Bear Creek Parkway, • N.E. 76th Street • Leary Way 	<p style="text-align: center;">Closed</p>
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<p>35) Vibrant and Connected Priority</p> <p>What is the definition of "equitable" in City operations?</p> <p>(Councilmember Anderson)</p>	<p><u>Staff Response:</u></p> <p>Until a formal definition for equity is adopted and operationalized by the City of Redmond - staff has relied upon then Equity Impact Review Process provided by King County in the King County Equity Process Review.</p> <p>This review process is utilized in the design and implementation of the proposed action (plan/policy/program development, operations modification, capital programs/projects, etc.) and calls for a review of the following framework in the development and implementation of proposed action.</p> <p>Distributional equity considers the fair and just distribution of benefits and burdens to all affected parties and communities across the community and organizational landscape.</p> <p>Process equity considers open and fair access by all stakeholders to decision processes that impact community and operational outcomes. Process equity relies on all affected parties having access to and meaningful experience with civic and employee engagement, public participation, and jurisdictional listening.</p> <p>Cross-generational equity considers the effects of current actions on the fair and just distribution of benefits and burdens to future generations of communities and employees. Examples include income and wealth, health outcomes, white privilege, resource depletion, climate change and pollution, real estate redlining practices, and species extinction.</p> <p>Staff first presented this review tool at the September 22, 2020 Study Session. HAP Study Session Presentation</p> <p>Additionally - the Human Services Commission received equity training from Sarah Tran of Sama Praxis Consulting and utilized equity principles provided in that training in their deliberations. Guiding principles are provided below.</p> <p>IMPACT: Prioritize communities of color and other communities who have experienced persistent historic and systemic oppression that leave them furthest from justice and opportunity. This is where you can have the biggest impact and the needs are greatest.</p>	<p>Closed</p>
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2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

	<p>REFLECTIVE: Invest in organizations whose staff AND leadership reflect the communities they serve. They know better than anyone the unique lived experiences, strengths and barriers that their communities face.</p> <p>COMMUNITY TRUST: Invest in organizations that have the trust of the communities they propose to serve and can demonstrate it in how they design and adapt their services to community needs.</p>	
<p>36) Mobility of People and Goods</p> <p>Is there a small amount of the Pedestrian and Bike Program reduction of \$25K that could be funded to address safety concerns?</p> <p>(Councilmember Forsythe, Councilmember Anderson, Councilmember Fields)</p>	<p><u>Staff Response:</u></p> <p>Yes. The funds in this program are primarily used for conceptual design work and cost estimation in advance of proposed CIP projects, grant applications or in working with private developers and outside agencies to assure incremental construction of facilities are consistent with the City-wide plans. All of these projects address safety concerns. The typical cost to advance one project is about \$5,000 to \$10,000. One additional small project could be done for \$5,000.</p> <p>At this time, we have not identified what opportunities and challenges may present themselves during the next two years. Examples of what has been done in the past include: 1) Bel-Red Road Analysis of travel flow to determine feasibility of reconfiguring the existing street between NE 40th Street and NE 30th Street to eliminate a hill climbing lane and replace with in-street bike lanes (\$10k); 2) 156th Avenue cycle track connection design in coordination for the integration of the City project with the Microsoft frontage improvements (\$5k) analysis of pedestrian and bicycle options at intersection of Redmond Way and East Lake Sammamish Parkway (\$5k).</p>	
<p>37) Mobility of People and Goods</p> <p>1.) Provide a list of the 2020 reductions in total, reasons why the</p>	<p><u>Staff Response:</u></p> <p>1.) See Attachments O-Q for the Council Memo, Financial Summary and Council Deliberation Matrix for the 2020 Budget Reductions. See Attachments R and S for the Council Memo and temporary fiscal policy change for the funding of the CIP.</p>	Closed

2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

<p>reductions were taken and the service impacts. impacts.</p> <p>2.) Provide the 2021-2022 revenue forecast for parking.</p> <p>(Councilmember Fields)</p>	<p>2.) Parking Revenue Forecast:</p> <ul style="list-style-type: none"> • Monthly parking permit revenue = \$249,600 • RCC parking lot revenue = \$95,400 • Total revenue = \$345,000 (\$172,500 per year) • On September 15, 2020, a staff report was to presented to council on the parking study implementation plan. Proposed revenue changes consistent with that plan will be brought to council in the first quarter of 2021. 	
<p>38) Arts and Community Events</p> <p>What are options for the removal of the fireworks display at Derby Days, to address environmental concerns, and to support a community bike race instead of cutting the criterium.</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>1.) Fireworks were already reduced in this budget offer and would only be funded if a sponsor came forward. If wanted, we could change that to a light show and make it a purely sponsored item that will not run without a sponsor, as was the plan with fireworks.</p> <p>2.) The bike race aspect is planned to be a sponsored item as well. We usually partner with Edge & Spoke to run the kids bike race and we hope to do something similar for a community bike race. The infrastructure for the parade will also be used for a bike race. The criterium required higher levels of barriers, police presence, road closures, etc due to the speed of the bike race. As we are not looking at a professional level, high speed race, we will not need to bulk up those barriers in the same way which brings considerable savings. Most of those infrastructure costs will already be absorbed into the budget by the parade. A cash sponsorship will be secured for prizes for the races and other costs.</p>	

**2021-2022 PRELIMINARY BUDGET
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<p>39) Arts and Community Events</p> <p>What is the amount of the contingency funded to recover this program?</p> <p>(Councilmember Padhye)</p>	<p><u>Staff Response:</u></p> <p>Additional funding for this offer is contingent upon the ability to hold large in-person events in 2022 and the prioritization of needs across the General Fund for recovery. It would require approximately \$130,000 in 2022 to run in-person events at the scale of 2019 and prior years' events.</p>	<p style="text-align: center;">Closed</p>
<p>40) Housing and Human Services</p> <p>Compare the 2019/2020 budget for Human Services to 2021-2022 proposed budget.</p> <p>(Councilmember Anderson)</p>	<p><u>Staff Response:</u></p> <p>See Attachment X for a budget comparison for the Human Services program.</p>	<p style="text-align: center;">Closed</p>
<p>41) Housing and Human Services</p> <p>What programs would be funded if funding was increased by \$500K.</p> <p>(Councilmember Fields)</p>	<p><u>Staff Response:</u></p> <p>Ultimately, staff would need to reengage the Human Services Commission to consider this question. However, based on earlier Commission discussions, staff anticipates that their recommendations would align with and expand upon the existing proposal to the City Council in October - to close the shelter/day center gap (\$173,663/year) and fully fund mental health programs, including those that serve Redmond youth (\$117,290/year).</p>	<p style="text-align: center;">Closed</p>
<p>42) Housing and Human Services</p> <p>Provide the prioritized list of funding proposed by the Human Services</p>	<p><u>Staff Response:</u></p> <p>Please see Attachment W for the recommended Human Services funding. The process that the Commission used to review proposals is as follows:</p> <ol style="list-style-type: none"> 1. Each Commissioner reviewed all proposals and considered strengths and weaknesses in these areas: Equity Principles (from joint commission training), 	<p style="text-align: center;">Closed</p>

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<p>Commission.</p> <p>Why is the Teen Link program under the Crisis Clinic not funded?</p> <p>(Councilmember Kritzer)</p>	<p>how critical is this service, what difference will this program make, budget, and cultural relevance considerations. This helped the Commission develop a list of Yes, Maybe, or No fund programs.</p> <ol style="list-style-type: none"> 2. When necessary, staff was asked to follow-up and provide additional context in light of COVID impacts, past contract performance, and any questions that arose from Commission review of the applications. 3. Once a tentative list of programs was identified for funding, Commissioners were asked to prioritize service areas to help identify areas in which they felt the City should fund more programs and/or fully fund program financial requests. The top 5 priority service areas were identified as: <ul style="list-style-type: none"> • Food and Essential Supplies, • Financial, Case Management, and Legal Support to Remain Housed, • Homeless Services and Housing, • Support for Domestic Violence and Sexual Assault Services, and • Physical and Emotional Well Being. <p>Several programs that were previously receiving City of Redmond funds, including Teen Link, were not recommended for funding in 2021-2022. While these decisions were difficult, the Commission strove to consistently apply the rationale above in their deliberations (e.g. information based on past performance, cultural relevance, and uncertainty of program continuity in light of COVID-19).</p>	
<p>43) Community and Economic Development</p> <p>Provide the 2021-2022 revenue forecast for business tax.</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>See Attachment T for an exert from the forecast focused on the forecast for business licenses.</p>	
<p>44) Budget Comparison by Department</p>	<p><u>Staff Response:</u></p>	<p style="text-align: center;">Closed</p>

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<p>(Councilmember Fields)</p>	<p>See Attachment U for a budget comparison by department.</p>	
<p>45) Core vs. Discretionary Programs</p> <p>Provide an overview of the City programs and services that are considered core versus those that are considered discretionary.</p> <p>(Councilmember Fields, Councilmember Forsythe, Councilmember Khan)</p>	<p><u>Staff Response:</u></p> <p>See Attachment V for a list of core versus discretionary programs and services by budget offer.</p>	
<p>46) CIP - Rectangular Rapid Flash Beacon (RRFB) Crossing Projects.</p> <p>Can all proposed RRFB projects be moved to the outer years and funding used to address missing sidewalks in neighborhoods.</p> <p>(Councilmember Carson)</p>	<p><u>Staff Response:</u></p> <p>Given the available funds, the proposed CIP contains the highest rated Targeted Safety Improvements (TSIP), Safe Routes to Schools sidewalk improvements and sidewalk repair projects. Each category is important for different reasons and so they are scored based on different criteria. The criteria has already been provided to council in other responses to matrix questions.</p> <p>Due to overall funding constraints and the type of funds available there are restrictions to consider if desiring to move funds from one project to another. The TSIP pedestrian crossing improvements proposed in the CIP include two priority pedestrian safety crossing improvements funded by Transportation Business Tax funds with one in Downtown and the other in SE Redmond. Since this Transportation Business Tax funding source was established in the late 1990s these funds have always been spent in commercial areas of the City and not in single family residential areas.</p> <p>The TSIP pedestrian safety crossing on 116th is in a residential neighborhood and has about \$144,645 in Motor Vehicle Excise Tax (MVET) funds that could be moved to any other transportation project. This project rated high on the TSIP list because 116th is an</p>	<p style="text-align: center;">Closed</p>

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arterial street with a posted speed limit of 35mph and connects over 200 homes to the north directly to Norman Rockwell Elementary school to the south and a Metro Route 221 bus stop on the south side. Due to the speed, volume of traffic and proximity to the school this location does not meet City criteria for placing a marked crosswalk with only warning signs. A reasonable safe crossing at this location can be provided with the addition of flashing beacons called for in the proposed TSIP project.

Unfortunately, the cost and scale of completing missing link sidewalk improvements is much higher than the funds that could be transferred from a TSIP pedestrian safety crossing project. The cost range for completing missing link segments of sidewalk in neighborhoods is about \$500,000 to \$1,500,000. Costs for sidewalks vary widely because they often require curb and gutter, storm drainage and completion of half street improvements in addition to the sidewalk. As an example, the next highest priority new sidewalk improvement project on the unfunded CIP list in a neighborhood is a segment along West Lake Sammamish Parkway from 40th Street to 180th Avenue NE for \$1,378,958.

Project	Year	Project Cost	Funding Source	
Targeted Safety Improvement Project - Pedestrian Crossing (NE 116th Street at 159th Avenue)	2022-2023	\$144,645	Motor Vehicle Excise Tax	Transferrable to a sidewalk project

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	<p>Targeted Safety Improvement Project - Rectangular Rapid Flash Beacon Crossings (180th Avenue NE at NE 70th Street; 161st Avenue NE at NE 81st Street)</p>	<p>2021-2023</p>	<p>\$226,013</p>	<p>Business Tax</p>	<p>Non-transferrable to non-urban neighborhoods (Business tax needs to be spent in business areas) 180th Ave NE @ 70th is a connection to Sound Transit; 161st Ave NE @ 81st is a downtown safety issue</p>	
<p>Sidewalks in neighborhoods are prioritized for schools.</p>						
<p>47) Fiscal Accountability</p> <ol style="list-style-type: none"> 1. What budget offers do the FTE's supported by the Public Safety Levy reside in? 2. Provide the Explanatory Statement from the 2007 Public Safety Levy. 3. What amount of funding would be needed to refresh the 2007 Levy. 4. How much Levy funding remaining? 	<p><u>Staff Response:</u></p> <ol style="list-style-type: none"> 1. The following budget offers are funded by a portion of the levy: <ul style="list-style-type: none"> • 224 Police Patrol and Response - \$2,347,233 • 225 Criminal Investigation - \$782,326 • 226 Police Dispatch and Support - \$864,574 • 229 Fire and Medical Operations - \$6,912,244 • 230 Technology Solutions - \$292,866 • 233 Community Outreach and Involvement - \$1,231,448 2. Explanatory Statement from 2007 Public Safety Levy: The City of Redmond relies on property taxes to provide basic services such as police and fire. Redmond's current total property tax rate is \$1.18 per \$1,000 of assessed valuation. The proposed increase of \$0.35 per \$1,000 of assessed valuation would be about a \$145 annual increase on an average home in Redmond. This increase only applies to the Redmond portion of your property tax bill, not your entire property tax 					<p style="text-align: center;">Closed</p>

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<p>5. What other funding sources could be secured for this need?</p> <p>(Councilmember Khan)</p>	<p>bill.</p> <p>The purpose of this levy is to support public safety needs in both Police and Fire through the addition of more firefighters and police personnel. This levy increase would go directly to support operations and programs, such as:</p> <ul style="list-style-type: none"> • Nine firefighters to support fire and aid car operations at the Overlake Fire Station No. 12 • Nine firefighters to support an aid car at the North Redmond Station No. 17 • Seventeen police personnel to support police operations and programs, including a regular police presence in the public schools as part of a comprehensive school safety program. <p>If only this proposition passes, the City of Redmond will be allowed to levy up to \$0.35 per \$1,000 of assessed valuation to invest solely in critical public safety programs.</p> <p>3. The City would need approximately \$3.8 million per year under the following assumptions:</p> <ul style="list-style-type: none"> • An additional \$3.8 million would raise the Public Safety Levy from \$0.22 per \$1,000 of assessed valuation to \$0.37 per \$1,000 of assessed valuation or a \$0.15 per \$1,000 of assessed valuation increase. • The new levy would be enough to fund the fire and police programs for the next 15 years at current spending levels. • All known police and fire contract increases have been included. Any future increases would need to be factored into the levy. <p>4. We will end the 2019-2020 biennium with approximately \$3.8 million in fund balance.</p> <p>5. Public safety operations can be funded through the General Fund, a voter approved levy increase, or a voter approved sales tax increase specifically for public safety.</p>	
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<p>48) Operating Reserves</p> <ol style="list-style-type: none"> 1. How would the use of operating reserves impact the City's bond rating? 2. What risk would the City be assuming if the operating reserve policy level was decreased? 3. What is the standard level of operating reserves for a General Fund? <p>(Councilmember Padhye)</p>	<p><u>Staff Response:</u></p> <ol style="list-style-type: none"> 1. A strong basis for the City's AAA bond rating that was affirmed by rating agencies is the City's fiscal policies. From the Standard and Poor's report: "In our opinion, the system's mix of financial policies and practices contribute significantly to good financial performance. These include analytical tools such as third-party rate and fee studies that it commissions concurrent to its biennial budget process, and annual updates to six-year financial projections that incorporate upcoming capital financing. Redmond employs such information to support policies requiring positive system net revenues, positive cash flows, a 55 days' operating reserve, and capital reserve set asides to match its annual depreciation expense -- all as part of its biennial budget and in the context of the six-year planning horizon" 2. Reducing reserves can impact the following: <ul style="list-style-type: none"> Revenue Volatility: Ability to respond to cyclical or volatile revenues. For example, property taxes are received twice a year or Utilities dependent on seasonal consumption that may vary based on weather and could impact cash flow needs. The city's ability to buffer against economic downturns and sustain staffing and operations avoid the need to reduce the City's workforce and cuts to service which further impact the local economy. Infrastructure: Ability to respond to repair or replace and assets that fails unexpectedly. Bridges, Storm sewers, water lines can have premature failures. Extreme Events: Vulnerable to respond to natural disasters including flooding, landslides or earthquakes. Reduced funds would minimize or eliminate the ability to protect the public safety programs in such events. Leverage: Credit or lending agencies evaluate reserves for existing loans or if issuing bonds. Lenders may subject more debt covenants as a result of insufficient reserves. This lack of fund balance policies can be a factor considered by credit rating agencies in determining the City's credit worthiness 	<p>Closed</p>
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2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

	<p>and could result in a reduced credit rating.</p> <p>3. The standard levels of General Fund Operating Reserves vary and depend on the needs and circumstances of each jurisdiction. The Government Finance Officers Association (GFOA) used to provide recommended ranges, but GFOA stopped doing so because there is too much variability and depends on the specific needs of each jurisdiction. The best practice recommendation has changed to consider many variables of local government, but at a minimum the fund balance for the general fund should be no less than what will meet the average cash flow needs of the entity.</p> <p>This is typically no less than 60 days or two months (about 16.5%-16.7%) of operating expenditures for the general fund and 45 days (about 12.3%) for the enterprise (utility) funds. However, this recommendation is for operating costs and does not consider impacts of debt. For cash basis entities where debt service is frequently paid from the operating funds, consideration should be given to timing of these debt payments.</p> <p>Each government has its own unique set of circumstances and may require different thresholds. Even within the same governmental entity, different funds may require different levels of fund balance due to differences in cash flow or risk. Establishing an appropriate level of fund balance to meet the demands of the fund during periods of the year when revenues are not available is vitally important to the fiscal health of the fund.</p> <p>When considering which types of reserves an entity should establish, it's important to define the problem or potential problem that could trigger a fiscal crisis. Fiscal crisis will often trigger policy creation, but the objective of reserve and fund balance policies is to minimize the potential financial crisis as well as provide financial stability to the funds. Some of the most common reserves are:</p> <ul style="list-style-type: none">• Contingency Reserves• Rainy Day Funds• Emergency Reserves• Current and Future Capital Needs Reserve	
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	<ul style="list-style-type: none"> Liability Reserves for compensated absences, pension, post-employment benefits (OPEB), unemployment <p>General Fund Reserve Policies for neighboring jurisdictions:</p> <table border="1" data-bbox="596 435 1692 1222"> <thead> <tr> <th>Cities</th> <th>General Fund Reserve Policy</th> </tr> </thead> <tbody> <tr> <td>Redmond</td> <td>8.5 percent of General Fund revenue (excluding fund balance, development review revenue and one-time revenue) and 4 percent of Economic Contingency reserve (total 12.5 percent)</td> </tr> <tr> <td>Bothell</td> <td>90 days, or 24 percent of annual budgeted operating expenditures</td> </tr> <tr> <td>Kirkland</td> <td>Five percent of the tax-supported general government budget for the second year of the biennium and Contingency Reserve Fund shall be maintained in accordance with RCW 35A.33.145</td> </tr> <tr> <td>Issaquah</td> <td>15-20 percent of General Fund expenditures</td> </tr> <tr> <td>Lynwood</td> <td>An amount equal to 2.5 months of the operating expenditures of the prior fiscal year</td> </tr> <tr> <td>Mukilteo</td> <td>An amount equal to two months of budgeted operating expenditures</td> </tr> </tbody> </table>	Cities	General Fund Reserve Policy	Redmond	8.5 percent of General Fund revenue (excluding fund balance, development review revenue and one-time revenue) and 4 percent of Economic Contingency reserve (total 12.5 percent)	Bothell	90 days, or 24 percent of annual budgeted operating expenditures	Kirkland	Five percent of the tax-supported general government budget for the second year of the biennium and Contingency Reserve Fund shall be maintained in accordance with RCW 35A.33.145	Issaquah	15-20 percent of General Fund expenditures	Lynwood	An amount equal to 2.5 months of the operating expenditures of the prior fiscal year	Mukilteo	An amount equal to two months of budgeted operating expenditures	
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<p>49) Diversity, Equity & Inclusion</p> <p>Provide information of what</p>	<p>Staff Response:</p> <p>One-time funding of \$75,000 in 2019-2020 for Welcoming Redmond, originally named the Cultural Inclusion Workgroup, was primarily used for staff training provided</p>	<p>Closed</p>														

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<p>has been funded from Welcoming Redmond and what is planned in the next budget?</p> <p>(Councilmember Khan)</p>	<p>by Chanin Kelly-Rae and smaller trainings organized by the workgroup.</p> <p>Funding of \$150,000 proposed in 2021-2022 would be used to 1) continue training efforts; 2) make further progress towards goals outlined in the Community Strategic Plan; and 3) begin implementation of recommendations in a yet-to-be-completed DEI plan.</p> <p>These can be utilized by both the proposed DEI Program Manager and the Welcoming Redmond team as they work together towards achieving these goals.</p> <p>Below is a list of actions the Welcoming Committee accomplished over the biennium:</p> <ul style="list-style-type: none"> • Census - work started in 2018 <ul style="list-style-type: none"> ○ Participated in and helped facilitate Eastside Complete Count Committee ○ Hosted inaugural meeting of Eastside CCC 4/4/19 ○ Participated in WA State Complete Count Committee ○ Created and maintained COR census web page ○ Created and maintained Eastside Census Facebook page ○ Coordinated messaging and outreach efforts with other Eastside cities, community-based organizations ○ Partnered with CBOs on census outreach at Redmond lights, distributed 1,500 blinky noses with census website ○ Received Commerce Department grant of \$18,501 (majority of which as pass through or printing distributed to community-based organizations) ○ Supported trainings of trusted messengers, community outreach events (in person and virtual), questionnaire assistance, printing banners and informational materials in 10 languages ○ Produced and distributed informational census utility inserts • Welcoming Week <ul style="list-style-type: none"> ○ Wrote and coordinated Eastside-wide joint proclamations each year ○ Hosted 13 separate events in Redmond in 2019 ○ Coordinated with Eastside Refugee and Immigrant Coalition on promoting Welcoming Week, assisted community organizations with event planning, outreach ○ Created and promoted Welcoming Week on COR Welcoming Redmond page ○ Jointly sponsored Eastside Race and Leadership Summit in 2020 	
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	<ul style="list-style-type: none"> • Language access <ul style="list-style-type: none"> ○ Research to determine most commonly spoken languages in city ○ Created and distributed rack cards in 6 languages with basic city information ○ Created and maintained New Residents web page ○ Posted multilingual information on page, coordinated with Customer Service Center for interpretation services ○ Worked with Customer Service Center to implement Language Line access and promote That Translator iPads to LEP community ○ Assumed responsibility for Title VI coordination, reporting • Participated in and/or facilitated community groups, meetings, events around inclusion and belonging <ul style="list-style-type: none"> ○ Eastside Race and Leadership Coalition ○ Eastside Refugee and Immigrant Coalition ○ Eastside for All ○ Welcoming Cities Collaborative • Human services equity work <ul style="list-style-type: none"> ○ Besides the trainings that Brooke mentioned, we also conducted a number of focus groups as well as key informant interviews to better understand barriers to and challenges with human services funding applications. This resulted in some modification of the application itself compiling Eastside city minimum requirements in 1 document holding a community information session prior to the application period in addition to running the 3 training sessions for all applicants creation and maintenance of website for all 16 cities in the Human Services Funding Collaborative which includes the above information • Ongoing relationship building and maintenance with community-based organizations and community leaders 	
<p>50) Fleet Management</p> <p>1. Provide a breakdown of alternative vehicles that the City currently owns</p>	<p><u>Staff Response:</u></p> <p>1. We will have 70 alternative fuel vehicles in the fleet at the end of 2020 (20.7% of all powered vehicles, excludes trailers.) By the end of the 2021-22 biennium, we</p>	

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<p>and the plans to increase the alternative vehicle fleet in the future?</p> <p>2. Can any of the vehicles proposed for delayed replacement be put on hold until options for alternative vehicles?</p> <p>3. Provide vehicle details for the vehicles proposed in the budget offer for delayed replacement.</p> <p>(Councilmember Forsythe, Councilmember Fields)</p>	<p>anticipate having 92 alternative fuel vehicles, representing 27.2% of the total fleet. The City currently uses the following alternative fuel:</p> <ul style="list-style-type: none"> • Fully plug-in electric • Plug-In electric + gas engine • Hybrid Electric • Propane Autogas + gas engine • Strictly propane Autogas <p>All vehicle purchases and replacements evaluated to determine the most energy efficient vehicle that meets operational needs and is cost effective. Fleet will continue to work closely with the Environmental Sustainability Program Coordinator to increase the usage of alternative fuels in the City fleet and meet emission reduction goals.</p>																																											
Breakdown of "Alternative" Fuel Types																																												
<table border="1" style="width: 100%; border-collapse: collapse; margin: 0 auto;"> <thead> <tr> <th style="width: 25%;">Fueling System</th> <th style="width: 25%;">Best Application</th> <th style="width: 10%;">2020</th> <th style="width: 10%;">2021</th> <th style="width: 10%;">2022</th> <th style="width: 10%;">21-22 Biennium</th> </tr> </thead> <tbody> <tr> <td>Fully Electric Vehicle (EVV)</td> <td>Light-duty cars</td> <td style="text-align: center;">5</td> <td style="text-align: center;">1</td> <td></td> <td style="text-align: center;">6</td> </tr> <tr> <td>Electric over Gas (PEV)</td> <td>Light-duty cars</td> <td style="text-align: center;">3</td> <td></td> <td></td> <td style="text-align: center;">3</td> </tr> <tr> <td>Hybrid Electric (HEV)</td> <td>Light & mid-duty cars, SUVs, & some trucks</td> <td style="text-align: center;">35</td> <td style="text-align: center;">2</td> <td style="text-align: center;">7</td> <td style="text-align: center;">44</td> </tr> <tr> <td>Propane over Gas (PBI)</td> <td>Mid-duty trucks/utility vehicles</td> <td style="text-align: center;">24</td> <td style="text-align: center;">10</td> <td style="text-align: center;">2</td> <td style="text-align: center;">36</td> </tr> <tr> <td>Propane (PRO)</td> <td>Specific small utility equipment- forklifts, etc</td> <td style="text-align: center;">3</td> <td></td> <td></td> <td style="text-align: center;">3</td> </tr> <tr style="background-color: #c6e0b4;"> <td>Total Alternative Fuel Vehicles:</td> <td></td> <td style="text-align: center;">70</td> <td style="text-align: center;">83</td> <td style="text-align: center;">92</td> <td style="text-align: center;">92</td> </tr> </tbody> </table>			Fueling System	Best Application	2020	2021	2022	21-22 Biennium	Fully Electric Vehicle (EVV)	Light-duty cars	5	1		6	Electric over Gas (PEV)	Light-duty cars	3			3	Hybrid Electric (HEV)	Light & mid-duty cars, SUVs, & some trucks	35	2	7	44	Propane over Gas (PBI)	Mid-duty trucks/utility vehicles	24	10	2	36	Propane (PRO)	Specific small utility equipment- forklifts, etc	3			3	Total Alternative Fuel Vehicles:		70	83	92	92
Fueling System	Best Application	2020	2021	2022	21-22 Biennium																																							
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<p>2. For all vehicle replacements, alternative fuel options are evaluated and pursued if they meet operational needs and are cost effective. The City may delay the replacement of vehicles if they are in good condition, remain cost effective to operate and maintain, and/or delaying their replacement would allow for the collection of additional funding for an alternative fuel replacement (which tends to have higher initial costs.)</p> <p>The Shared Large Bucket Truck and the Stormwater Small Excavator included in the 5% Below Baseline Section may be candidates for replacement with alternative fuels. If funding in excess of what has already been collected for their replacements</p>																																												

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	<p>is needed and they are in suitable condition, they could be extended past the 21-22 biennium. These vehicles can be extended without a budget reduction; unspent replacements funds will remain in the Fleet Fund to be used once replacement is appropriate.</p> <p>The two dump trucks included in the 8% Below Baseline section serve as snowplows and de-icers. Available electric alternatives do not meet the operational needs of these vehicles since they are needed for around-the-clock operations without breaks for charging. Other alternative fuels will be evaluated as part of the replacement process. Both vehicles were purchased in 2007. Snow and ice response is strenuous on the vehicles due to the additional weight of plows and de-icers, as well as the corrosion that occurs from de-icing materials. Due to increasing maintenance and repair needs, as well as the significant impacts to emergency response if these vehicles were to break down, delaying their replacement is not recommended.</p> <p>3. None of these vehicles proposed for delayed replacement were selected as recommended below-baseline decreases.</p> <p><u>Shared Large Bucket Truck</u></p> <ul style="list-style-type: none"> • <u>Description:</u> Delay replacement of the City's shared large bucket truck until 2023, originally purchased in 2007 and scheduled for replacement in 2022. • <u>Amount:</u> \$195,605 • <u>Service Impact:</u> The primary service impact from the delay would be an increased risk of breakdown due to age and use. The bucket truck serves an emergency response function for several workgroups, including hazardous tree and limb removal and signal head and streetlight repair. If it were to breakdown, it could result in delays and increased costs associated with renting equipment or contracting outside services to respond to emergencies. Its replacement will be targeted to include more efficient, lower-emissions technology. <p><u>Stormwater Small Excavator</u></p> <ul style="list-style-type: none"> • <u>Description:</u> Delay replacement of the Stormwater Division's small excavator until 2023, originally purchased in 2010 and scheduled for replacement in 2022. • <u>Amount:</u> \$106,683 	
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2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

	<ul style="list-style-type: none"> • <u>Service Impact</u>: The primary service impact would be an increased risk of breakdown due to age and use. The excavator is used to perform maintenance and repair work to stormwater infrastructure such as retention ponds and bioswales, pipes, catch basins, and vaults in order to keep them operational and in compliance with the City's National Pollution Discharge Elimination System (NPDES) permit. It is also used for emergency response to remove trees and limbs that fall into the right of way. If this vehicle were to break down, it could result in increased costs associated with renting equipment to perform necessary maintenance. <p><u>Street Maintenance Dump Truck</u></p> <ul style="list-style-type: none"> • <u>Description</u>: Delay replacement of the Street Maintenance Division's five-yard dump truck until 2023, originally purchased in 2007 and scheduled for replacement in 2021. • <u>Amount</u>: \$121,914 • <u>Service Impact</u>: The primary service impact would be an increased risk of breakdown due to age and use. The dump truck is used as a one of four snowplows and one of two liquid deicer applicators during winter weather events. It is also used to support the repairs and maintenance of infrastructure, such as roadway pavement and utility assets. If this vehicle were to break down during a winter weather event, citywide plowing operations could be expected to take 25% longer and preventative de-icing operations would take twice as long, an increase from two to four hours. Its replacement will be targeted to include more efficient, lower-emissions technology. <p><u>Stormwater Maintenance Dump Truck</u></p> <ul style="list-style-type: none"> • <u>Description</u>: Delay replacement of the Stormwater Maintenance Division's five-yard dump truck until 2023, originally purchased in 2007 and scheduled for replacement in 2021. • <u>Amount</u>: \$112,050 • <u>Service Impact</u>: The primary service impact would be an increased risk of breakdown due to age and use. The vehicle is used as one of two liquid deicer applicators during winter weather events. It is also used to support the repairs and maintenance of infrastructure, such as retention ponds, bioswales, pipes, and catch basins. If this vehicle were to break down during a winter weather event, citywide 	
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2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

	<p>preventative de-icing operations would take twice as long, an increase from two to four hours. Its replacement will be targeted to include more efficient, lower-emissions technology.</p>																																																	
<p>51) Executive Leadership</p> <p>Provide a breakdown of the amount spent by department for general legal expenses.</p> <p>(Councilmember Khan)</p>	<p>Staff Response:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th colspan="4" style="text-align: center;">Expenses by Department</th> </tr> <tr> <th style="width: 30%;"></th> <th style="width: 15%;">2020</th> <th style="width: 15%;">2019</th> <th style="width: 15%;">2018</th> </tr> </thead> <tbody> <tr> <td>Executive</td> <td style="text-align: right;">\$50,849.01</td> <td style="text-align: right;">\$25,530.66</td> <td style="text-align: right;">\$30,077.36</td> </tr> <tr> <td>Finance</td> <td style="text-align: right;">\$149,509.56</td> <td style="text-align: right;">\$243,063.33</td> <td style="text-align: right;">\$132,134.43</td> </tr> <tr> <td>Fire</td> <td style="text-align: right;">\$3,456.40</td> <td style="text-align: right;">\$7,718.40</td> <td style="text-align: right;">\$21,415.40</td> </tr> <tr> <td>HR</td> <td style="text-align: right;">\$18,071.40</td> <td style="text-align: right;">\$20,331.60</td> <td style="text-align: right;">\$57,742.85</td> </tr> <tr> <td>Parks</td> <td style="text-align: right;">\$8,377.50</td> <td style="text-align: right;">\$4,867.40</td> <td style="text-align: right;">\$31,550.80</td> </tr> <tr> <td>Planning</td> <td style="text-align: right;">\$85,028.44</td> <td style="text-align: right;">\$161,540.54</td> <td style="text-align: right;">\$267,220.77</td> </tr> <tr> <td>Police</td> <td style="text-align: right;">\$14,244.90</td> <td style="text-align: right;">\$17,609.10</td> <td style="text-align: right;">\$24,474.80</td> </tr> <tr> <td>PW</td> <td style="text-align: right;">\$58,510.80</td> <td style="text-align: right;">\$207,025.10</td> <td style="text-align: right;">\$141,968.18</td> </tr> <tr> <td>TIS</td> <td style="text-align: right;">\$15,416.90</td> <td style="text-align: right;">\$23,347.60</td> <td style="text-align: right;">\$81,189.34</td> </tr> <tr> <td>Total</td> <td style="text-align: right;">\$403,464.91</td> <td style="text-align: right;">\$711,033.73</td> <td style="text-align: right;">\$787,773.93</td> </tr> </tbody> </table>	Expenses by Department					2020	2019	2018	Executive	\$50,849.01	\$25,530.66	\$30,077.36	Finance	\$149,509.56	\$243,063.33	\$132,134.43	Fire	\$3,456.40	\$7,718.40	\$21,415.40	HR	\$18,071.40	\$20,331.60	\$57,742.85	Parks	\$8,377.50	\$4,867.40	\$31,550.80	Planning	\$85,028.44	\$161,540.54	\$267,220.77	Police	\$14,244.90	\$17,609.10	\$24,474.80	PW	\$58,510.80	\$207,025.10	\$141,968.18	TIS	\$15,416.90	\$23,347.60	\$81,189.34	Total	\$403,464.91	\$711,033.73	\$787,773.93	<p>Closed</p>
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<p>52) City Council</p> <p>Provide a breakdown of the remaining funding for the reductions proposed in this offer.</p>	<p>Staff Response:</p> <table border="1" style="margin-left: auto; margin-right: auto; border-collapse: collapse;"> <thead> <tr> <th style="width: 30%;">Item</th> <th style="width: 20%;">Baseline Budget</th> <th style="width: 20%;">Proposed Reduction</th> <th style="width: 30%;">Preliminary Budget</th> </tr> </thead> <tbody> <tr> <td>5% Below Baseline: Professional Services,</td> <td style="text-align: right;">\$107,252</td> <td style="text-align: right;">(\$23,352)</td> <td style="text-align: right;">\$83,900</td> </tr> </tbody> </table>	Item	Baseline Budget	Proposed Reduction	Preliminary Budget	5% Below Baseline: Professional Services,	\$107,252	(\$23,352)	\$83,900																																									
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**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

(Councilmember Forsythe)	Training & Travel				
	8% Below Baseline: Council Contingency, Legal, Professional Services, Training & Associated Travel	\$93,900	(\$13,950)	\$79,950	
	Contingency Portion	\$10,000	(\$2,000)	\$8,000	
	All Others	\$83,900	(\$11,950)	\$71,950	
<p>53) Street and Traffic Safety</p> <p>1. Provide historical spending history for repairs and maintenance.</p> <p>2. How many contractors would the City not be hiring due to the reduction in repairs and maintenance?</p> <p>(Councilmember Khan)</p>	<p>Staff Response:</p> <p>For 2019-2020:</p> <p>1. \$130,000 Parts \$40,000 Contractor Labor \$170,000 Total</p> <p>2. 33 incidents 8 incidents hired contractor</p>				Closed
<p>54) Construction Inspection</p> <p>Provide an overview on who is responsible for providing site safety officers.</p> <p>(Councilmember Anderson)</p>	<p>Staff Response:</p> <p>The project developer (private or public) is required to provide a site safety officer and that requirement is enforced and overseen by the Department of Labor & Industries.</p>				Closed

**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

<p>55) Construction Inspection</p> <p>Provide a graph of future development trends.</p> <p>(Councilmember Khan)</p>	<p><u>Staff Response:</u></p> <p>See Attachment Y for development trends.</p>	<p>Closed</p>	
<p>56) Police Dispatch and Support</p> <p>Is the Administrative Specialist noted in the Below Baseline reductions the same position that was repurposed to Police records earlier this year?</p> <p>(Councilmember Forsythe)</p>	<p><u>Staff Response:</u></p> <p>Yes, this is the same position but the conversion to the records position was never completed due to a bargaining unit grievance and the position was then frozen for hiring due to COVID-19.</p>		
<p>57) Police Patrol and Response</p> <ol style="list-style-type: none"> 1. Provide total staff hours and overtime in the last biennium. 2. Provide a list of the top calls received in dispatch over the last biennium. 3. Provide data on how many officers were sent out on the calls above. 	<p><u>Staff Response:</u></p> <p>1. Police staff have worked 18,715 hours of overtime so far during the 2019-2020 biennium, January 2019 through October 2020. The total cost of this overtime, excluding benefits, is \$1,307,440. This is offset by \$353,069 of flagging revenue for a net overtime cost of \$954,371. The total Police overtime budget for the 2019-2020 biennium was \$877,000.</p> <p>2. Top 10 Calls for Service 2020 (through 11/16/2020)</p> <p>The following chart is a view of the top 10 calls for service year-to-date in 2020. Overall counts of calls for service in 2020 is down 9.1% (2020: 21,967 vs. 2019: 24,173)</p> <table border="1" data-bbox="598 1372 1123 1472" style="margin-left: auto; margin-right: auto;"> <tr> <td style="text-align: center;"> <p>Calls for Service - Top 10 1/1 - 11/16/2020</p> </td> </tr> </table>	<p>Calls for Service - Top 10 1/1 - 11/16/2020</p>	<p>Closed</p>
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2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

<p>4. Provide the Police union contract. (Councilmember Khan)</p>	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Nature</th> <th style="text-align: right;">Count</th> </tr> </thead> <tbody> <tr> <td>9-1-1 HANG UP</td> <td style="text-align: right;">4255</td> </tr> <tr> <td>Suspicious</td> <td style="text-align: right;">1349</td> </tr> <tr> <td>Follow Up</td> <td style="text-align: right;">1078</td> </tr> <tr> <td>Welfare Check</td> <td style="text-align: right;">881</td> </tr> <tr> <td>Citizen Assist</td> <td style="text-align: right;">838</td> </tr> <tr> <td>Unwanted Person</td> <td style="text-align: right;">794</td> </tr> <tr> <td>Traffic Collision</td> <td style="text-align: right;">719</td> </tr> <tr> <td>Fraud</td> <td style="text-align: right;">712</td> </tr> <tr> <td>Theft</td> <td style="text-align: right;">708</td> </tr> <tr> <td>Patrol Info</td> <td style="text-align: right;">656</td> </tr> </tbody> </table>	Nature	Count	9-1-1 HANG UP	4255	Suspicious	1349	Follow Up	1078	Welfare Check	881	Citizen Assist	838	Unwanted Person	794	Traffic Collision	719	Fraud	712	Theft	708	Patrol Info	656	
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	<p>Consistent with previous years, 9-1-1 Hang Up CFS are by far the largest number of calls received. The 2020 percentage of 9-1-1 Hang Ups compared to total CFS is 19.4% compared to 18.3% in 2019.</p> <p>Suspicious, Welfare Check, Unwanted Person, Fraud and Patrol Info CFS counts increased in 2020 compared to 2019 despite a significant decrease in CFS in 2020.</p>																							
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2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

Fraud	712	365	95.1%
Patrol Info	656	617	6.3%

The increase in counts for Suspicious, Welfare Check and Unwanted Person CFS are likely due to the City and State's response to COVID-19. With less activity in the City, it's likely that people were generally being more sensitive and cautious as well as suspicious and unwanted activity was more noticed and reported.

The increase in Fraud is due to the unemployment benefits fraud that hit Washington State in the 1st and 2nd quarters of 2020. In this timeframe, there were 387 reports of this type of fraud.

The increase to Patrol Info is due to increased peaceful assembly/protests that were tracked as they occurred so officers could monitor and ensure safety at parks and other lawful assembly areas.

There was no change in the percentage of Citizen Assist calls in 2020 (838) compared to 2019 (887).

Traffic Collision CFS in 2020 (719) were significantly lower than in 2019 (1,332). The count in 2020 was down 46% and the percentage of total CFS was down 2.2%.

The percentage of Theft calls compared to total CFS in 2020 (708) compared to 2019 (809) decreased by 0.1% though the overall count decreased by 12.5%.

3. An exact numerical average cannot be provided at this time but can be added to the parking lot if requested by council. This request will take a significant amount of staff time to review the 50,000 calls for service thus far.

As a matter of protocol, two officers are assigned per call. Officers can and often do respond to a call as an additional back-up. An officer may also be assigned to a call and re-assigned or called off before arrival. It is also possible for an officer to roll by an incident without officially being assigned to the call.

4. <https://www.redmond.gov/DocumentCenter/View/84/Police-Contract-PDF>

**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

<p>58) Police and Patrol Response</p> <p>1. How did the budget assumptions for growth change over the course of the past year for this offer? A couple examples would be great.</p> <p>2. How has the current social equity emphasis changed the initial assumptions made at the start of the year to today? A couple examples would be great, so that we can articulate the influence of and understanding of the social context.</p> <p>3. Do you have adequate flexibility within the department to meet future changing needs that you may be able to anticipate, given these circumstances and the new reality?</p>	<p><u>Staff Response:</u></p> <p>1. Overlake already requires additional resources due to the growth and development in that area and we expect further resources will be needed as it continues to grow.</p> <p>Prior to COVID-19, and the resulting economic situation, the RPD would have requested funding for a new squad (5 police officers) to station in Overlake to address the growth in population and development activity in that neighborhood and in the City in general. This will be an ongoing need in the next biennium and in future biennia.</p> <p>Chief Lowe will be developing a plan for addressing population growth with additional non-commissioned staff such as a Civilian Ambassador Program.</p> <p>In the meantime, the RPD will redeploy existing resources on an as-needed basis. Overtime will have to be utilized to ensure adequate staffing, and response times to certain neighborhoods (likely Education Hill and Grass Lawn) are likely to increase. Since the City does not have the resources to fund a new squad of Police Officers for Overlake, existing officers will be assigned to Overlake resulting in fewer officers assigned to other Redmond neighborhoods, thus resulting in longer response times.</p> <p>2. The Police Department contributed a Police Officer position (1.0 FTE) to fund the Diversity, Equity, and Inclusion Manager proposed in the proposed budget. Although the RPD is making strides towards DEI as a department, it is critically important these efforts be made holistically as a city.</p> <p>Since the start of 2020 the RPD has recruited and selected an internal implicit bias and procedural justice training cadre to conduct internal training which will begin in 2021. Chief Lowe has recently been meeting with more groups who have platforms focused on social and racial equity and he has also participated</p>	<p style="text-align: center;">Closed</p>
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2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

(Councilmember Anderson)	<p>on the Governor’s Task Force on Police Reform to help initiate statewide change and has sat on numerous other professional boards and commissions.</p> <p>In the 2019-2020 biennium the RPD removed LVNR (chokeholds) from our use of force policy and repurposed an administrative position to hire a full-time Mental Health Provider (MHP).</p> <p>The RPD has had a community-policing focus since long before 2020. The foundation has been established and now we’re looking at it through more of a social equity lens. Prior to COVID-19, the RPD planned to implement targeted, specific recruitment strategies to ensure that the RPD more closely represents the Redmond Community as a whole. Once public health conditions make it plausible to initiate planned recruitment strategies, the RPD will focus recruitment on areas like women’s collegiate sports teams/tournaments and potential out-of-state recruitment in minority communities.</p> <p>3. Currently, yes. However, large cuts to our budget would likely increase training costs because it will require overtime to be incurred in order to provide sufficient staffing.</p> <p>Depending on the magnitude of potential budget cuts, it is plausible that support positions would most likely be impacted. As previously discussed, Domestic Violence Advocacy services are available through the County, but those services are only available to victims of felonies and the majority of domestic violence incidents in Redmond are misdemeanors. Likewise, eliminating a Program Coordinator position would affect all volunteer functions including the Chaplain/Peer Support program, cadet program, volunteer program, external surveys (business & residential security surveys), and supplementation of our outreach programs (social media).</p> <p>As discussed previously, budget cuts of a certain magnitude may require the elimination of specialty units made up of commissioned officers (Traffic or Bike Team).</p> <p>The Police Department remains very flexible and adaptable. However,</p>
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**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

	<p>depending on what needs may arise in the future, it is impossible to accurately or definitively state what abilities do or don't exist until those needs become evident. We will always meet any and every challenge presented to us fairly and equitably.</p>	
<p>59) Criminal Investigation</p> <p>1. Provide the utilization of SWAT and hostage negotiation.</p> <p>2. Provide information on how these programs are utilized in comparison to the Domestic Violence Advocate.</p> <p>(Councilmember Khan)</p>	<p><u>Staff Response:</u></p> <p>1. SWAT is deployed roughly twice a year. In the past year, there was one planned event and one unplanned event (see example below). Hostage negotiations is a component of SWAT but may also be deployed outside of SWAT incidents. Negotiations are typically called out 3-4 times per year.</p> <p>2. There is really no way to compare the DV Advocate work to SWAT/Crisis Negotiations because these functions are in no way related. SWAT callouts are not a routine or regular occurrence. We are currently in an interlocal agreement with North Sound Metro SWAT which gives us the ability to call out a SWAT team when appropriate for high risk warrants or dynamic critical incidents (ex. WSP pursuit where suspect fired at officer, crashed, car, then fled into heavily wooded area. Ultimately captured by SWAT & K9). If we pulled our officers off of the team it would create a regional safety issue because the team trains together and each member has a specific role. Pulling our officers out would cause an imbalance on the team and make it non/less functional for a significant period of time. We currently have 6 officers on that team and significant training as a team is required.</p> <p>The DV Advocate, on the other hand, works with victims of Misdemeanor DV and Assault crimes to assist them navigating through the Justice system.</p>	<p style="text-align: center;">Closed</p>
<p>66. Debt to Equity Ratio</p> <p>Provide the Debt to Equity</p>	<p><u>Staff Response:</u></p> <p style="text-align: center;">Project Current Debt to Original Original</p>	<p style="text-align: center;">Closed</p>

2021-2022 PRELIMINARY BUDGET Council Issues & Parking Lot Matrix

Ratio for projects currently debt financed. (Councilmember Anderson)	Project	Value	Debt Principal	Equity Ratio	Principal	Debt Principal
	City Hall*	38,860,620	21,900,000	0.56	33,085,000	0.85
	Downtown Park	32,433,499	1,690,000	0.05	8,035,000	0.25
	Transportation Projects: **	47,465,825	26,910,000	0.57	23,830,000	0.50
	1. Bear Creek Parkway					
	2. Couplet Conversion					
	3. 161st Extension					
	Project		Year			
			Financed			
	City Hall*		9/12/2013			
	Downtown Park		3/16/2011			
	Transportation Projects: **		12/22/2015 & 1/21/2016			
	* The City did not initially own City Hall but purchased the building from Redmond Community Properties in 2013.					
	** The current debt to equity ratio for the Transportation bonds is higher than the original ratio due to the refunding of a portion of the bonds and an additional borrowing of \$6 million. The refunding took place in two different issues.					

**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

Parking Lot		
Issue	Discussion	Status
1) TIP (Councilmember Carson)	The TIP should be renamed to not be confused with the Transportation Improvement Plan.	
2) Social Equity (Councilmember Anderson)	How will we be assured that we are applying a social equity lens to improve access to public infrastructure in the City of Redmond? What's the plan to get social equity into the ranking system?	
3) Light Rail Connections (Councilmember Padhye)	Ensure that the City is making light rail connections that are important to the community.	
4) CIP Reappropriation (Councilmember Fields)	Review the process for appropriating funding to CIP with the goal being to do appropriations at the project level to last for the life of the project.	
5) CIP Ped/Bike Safety Projects (Councilmember Fields)	Holistic approach for ped/bike ranking ped/bike improvements to be used to rank projects. Share with council as the CIP is updated for the next budget.	
6) CIP - Council Updates (Councilmember Fields)	Provide a regular update of active CIP projects to council to include scope, schedule, budget and information on delays, risks, challenges.	
7) CIP - Synthetic Field Replacement (Councilmember Forsythe)	Consider Climate Emergency declaration when selecting the material to be used for replacement.	

**2021-2022 PRELIMINARY BUDGET
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<p>8) CIP - NE 95th Street Bridge (Councilmember Field, Councilmember Anderson, Councilmember Kritzer)</p>	<p>Pursue outside funding sources for the project if available.</p>	
<p>9) CIP - Major Lease Payments (Councilmember Fields)</p>	<p>Review how the City funds major leases such as the Lake Washington Institute of Technology lease.</p>	
<p>10) Urban Forestry (Councilmember Fields)</p>	<p>Look for ways to involve volunteers in planting events during social distancing guidelines are in place.</p>	
<p>11) Environmental Monitoring (Councilmember Kritzer)</p>	<p>In the 2021-2022 Adopted Budget correct the reduction description to reference right sizing the WCC contract instead of terminating it.</p>	
<p>12) Furlough Policy (Councilmember Forsythe, Councilmember Anderson)</p>	<p>Consider developing a furlough policy.</p>	
<p>13) Metro Community Connections (Councilmember Kritzer)</p>	<p>Keep thinking through what our connection plan is going to be. Consider forming a Transportation Benefit District?</p>	
<p>14) Transportation System ADA Improvements (Councilmember Forsythe)</p>	<p>Review plan and timeframe to achieve ADA compliance in the transportation system.</p>	

**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

<p>15) Housing and Human Services (Councilmember Kritzer)</p>	<p>Be more prepared for the next budget process by figuring out how to do more with the funding that is available, including incorporating the development of the Human Services Strategic Plan into the planning for the program.</p>	
<p>16) Housing and Human Services (Councilmember Kritzer)</p>	<p>Add more investment to mental health services, especially for youth, if funding is available</p>	
<p>17) Housing and Human Services (Councilmember Khan)</p>	<p>Consolidate all housing and human services programs across the City together in one budget offer. This would include Recreation, Fire, Police, Housing and Human Services and Communications.</p>	
<p>18) Housing and Human Services (Councilmember Padhye)</p>	<p>Is the City benefitting from the Eastside Human Services Forum or should we pursue doing the work on our own?</p>	
<p>19) OneRedmond (Councilmember Fields)</p>	<p>OneRedmond needs to meet with council as required by contract</p>	
<p>20) Diversity, Equity & Inclusion (Councilmember Forsythe)</p>	<p>Consider the 1.00 FTE Program Manager for Diversity, Equity & Inclusion reporting to both the Executive Office and council.</p>	
<p>21) Diversity, Equity & Inclusion (Councilmember Khan, Councilmember Fields, Councilmember Kritzer)</p>	<p>Ensure that council and the community are included in the development of the DEI program and performance measures for the program.</p>	
<p>22) New Revenues (Councilmember Khan)</p>	<p>Discuss the development of new revenue sources.</p>	

**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

<p>23) Citywide Communications – Solid Waste Communications (Councilmember Kritzer)</p>	<p>In the 2021-2022 Adopted Budget correct the reduction description to reference the work being completed in a different way and not reduced as the narrative suggests.</p>	
<p>24) Community Input (Councilmember Kritzer)</p>	<p>Discuss how the City follows up on community feedback and makes sure that the community knows how input is used in decision making.</p>	
<p>25) City Council (Councilmember Forsythe)</p>	<p>Develop performance measures that are meaningful to the work of the council.</p>	
<p>26) Construction Inspection (Councilmember Fields)</p>	<p>Provide an overview on the measures that are used to manage the construction inspection program.</p>	
<p>27) Police Dispatch and Support (Councilmember Field)</p>	<p>Provide a briefing to council on what is learned through public outreach and involvement on the Governor’s task force formed to address issues of policing and racial justice.</p>	
<p>28) Police Patrol and Response (Councilmember Fields)</p>	<p>Create a database of police data that can be analyzed to improve how the City responds to calls of service.</p>	

**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

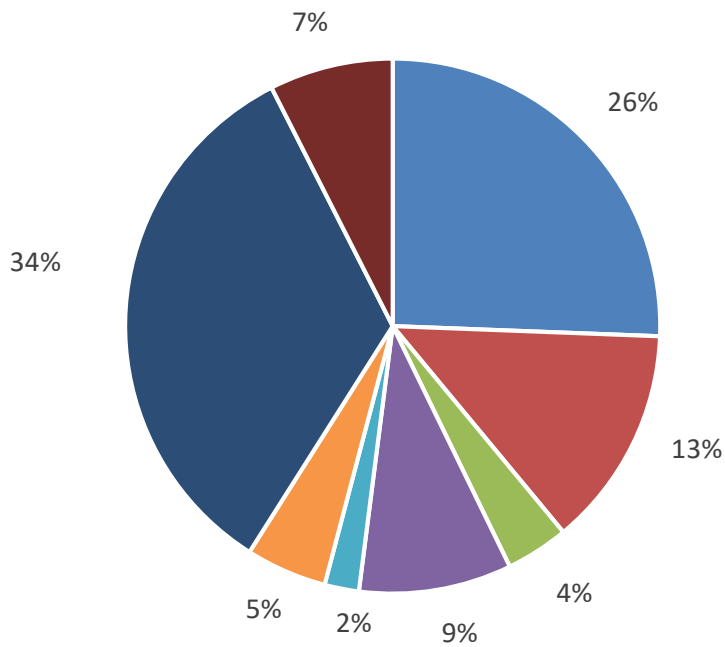
<p>29) Emergency Management</p> <p>(Councilmember Fields)</p>	<p>Provide a briefing on the plans for Emergency Management when the information is available.</p>	
<p>30) Criminal Justice</p> <p>(Councilmember Forsythe)</p>	<p>Edit the narrative for SCORE funding in the 2021-2022 Adopted Budget document to match the contract language</p>	
<p>31) Budget Process</p> <p>(Councilmember Kritzer)</p>	<p>Review the budget process and identify changes for the 2023-2024 process</p>	
<p>32) Council Response to Community Input</p> <p>(Councilmember Padhye)</p>	<p>Discuss how council provides responses to community members that have provided input into the budget process.</p>	
<p>33) Community Recycling Events</p> <p>(Councilmember Kritzer)</p>	<p>Discuss how recycling efforts are provided to the community and how low-income residents are assisted with recycling needs.</p>	
<p>34) General Fund Reductions</p> <p>(Councilmember Fields)</p>	<p>Review possible General Fund reductions as identified by council.</p>	

**2021-2022 PRELIMINARY BUDGET
Council Issues & Parking Lot Matrix**

<p>35) City of Redmond form of government</p> <p>(Councilmember Fields, Councilmember Forsythe, Councilmember Khan)</p>	<p>Discuss the appropriate form of government and classification for the City of Redmond at a Study Session during the first quarter of 2021.</p>	
<p>36) Business License Revenue for Transportation</p> <p>(Councilmember Anderson)</p>	<p>Discuss potential future revenue sources for transportation needs as identified by council.</p>	

Delayed Projects with Cost Increases	2019-2020 Budget and Timeframe	2021-2022 Budget and Timeframe	Cost Difference	Reason for Cost Increase
152nd Avenue NE Improvements (NE 24th Street to NE 28th Street)	\$15,849,000 2015-2021	\$16,585,424 2015-2023	\$736,424	Extended scope of project north and south to connect ped and bike facilities. ROW acquisition delays.
City Center Groundwater Protection - NE 90th Street Pond Retrofit	\$1,584,000 2016-2020	\$2,383,000 2016-2023	\$799,000	Opportunity to expand scope for greater benefit - pursuing grants
Cycle Track - 156th Avenue NE (NE 28th Street to NE 31st Street and NE 36th Street to NE 40th Street)	\$3,334,758 2020-2022	\$5,229,198 2021-2023	\$1,894,440	Upgraded scope from multi-use path to cycle track and separated pedestrian facilities to match segment Microsoft Refresh is building along frontage (NE 31st Street to NE 36th Street). Safer facility that supports higher volumes of people walking and bicycling.
Evans Creek Relocation	\$9,645,681 2012-2022	\$18,453,073 2012-2025	\$8,807,392	Project has gone through a long-term law suit over property rights that significantly delayed the project. Last cost estimate was in 2012 and has now been updated to 2024. Environmental codes have also changed driving further requirements and higher costs.
Fire Station 14 Seismic Retrofit	\$2,000,000 2018-2019	\$2,103,103 2018-2021	\$103,103	Fire District decisions on operational design and sequencing of work
Fire Station 18 Seismic Retrofit	\$1,400,000 2018-2019	\$2,075,112 2018-2021	\$675,112	Fire District decisions on operational design and sequencing of work
Pump Station 5 Upgrades	\$3,032,988 2019-2023	\$3,643,000 2019-2025	\$610,012	Cost estimated updated with more informed project scope.
Redmond Pool Renovation	\$8,000,000 2018-2020	\$9,217,863 2019-2021	\$1,217,863	Unforeseen structural/mechanical issues and filtration system upgrade
Redmond Senior and Community Center Rebuild	\$14,980,350 2020-2023	\$45,100,000 2020-2023	\$30,119,650	Unforeseen structural problems led to reevaluation of scope
Smith Woods Stream and Pond Rehabilitation	\$1,113,999 2018-2021	\$1,396,004 2018-2022	\$282,005	Coordination on environmental issues related to the pond led to delays
Willows Road Culvert Replacement	\$2,000,000 2017-2019	\$3,228,318 2017-2021	\$1,228,318	Project scope was expanded to include upgrading a 2nd culvert. Both culverts have numerous utility conflicts driving additional costs. Project has received grants to help offset the additional costs.

Investment by Neighborhoods



Neighborhood

Location	Project	Functional Area	Total Investment
Bear Creek	Evans Creek Relocation	Stormwater	\$ 18,453,073
Bear Creek	Pavement Management Project- Avondale Road (North of Union Hill Road to Novelty Hill Road) NE 95th Street Bridge	Transportation	\$ 1,800,000
Bear Creek	Replacement Perrigo Springs Pump Station	Transportation	\$ 12,850,295
Bear Creek	Replacement	City Water	\$ 263,550
			\$ 33,366,918
Education Hill	10,000 Block of Avondale Road Erosion	Stormwater Transportation	\$ 2,269,458
Education Hill	Redmond Pool Renovation	Parks	\$ 9,217,863
Education Hill	Pump Station 8 Rehabilitation	City Wastewater	\$ 2,070,000
Education Hill	Education Hill Pump Station Replacement	City Water	\$ 263,550
Education Hill	Sports Field Project - Hartman Baseball Infield	Parks	\$ 574,327

Education Hill	Pavement Management Project - 166th Avenue NE (NE 85th Street to 102nd Avenue NE)	Transportation	\$	2,874,384
Education Hill	Safe Routes to School Project - 88th Street Sidewalk (171st Avenue NE to 172nd Avenue NE)	NE Transportation	\$	167,445
			\$	17,437,027
Grasslawn	Retaining Wall Replacement (Redmond Way at Willows Road)	Transportation	\$	1,628,505
Grasslawn	Safe Routes to School Project - 151st Avenue NE Sidewalk (Old Redmond Road to 7500 Block)	Transportation	\$	899,137
Grasslawn	Hardscape Project - Grass Lawn Park Parking Lot	Parks	\$	282,241
Grasslawn	Sports Field Project - Grass Lawn Multi Use Field 2	Parks	\$	1,795,501
Grasslawn	Sports Field Project - Grass Lawn Softball Field 1	Parks	\$	346,130
			\$	4,951,514
Idylwood	Pump Station 5 Upgrades	City Wastewater	\$	3,643,000
Idylwood	Pump Station 6 Upgrades	City Wastewater	\$	3,647,000
Idylwood	Hardscape Project - Idylwood Park Parking Lot Repairs	Parks	\$	335,480
Idylwood	Viewpoint Asbestos Cement Watermain Replacement Phase 1	City Water	\$	4,407,000
			\$	12,032,480
North Redmond	Targeted Safety Improvement Project - Pedestrian Crossing (NE 116th Street at 159th Avenue NE)	Transportation	\$	144,645
North Redmond	Smith Woods Stream and Pond Rehabilitation	Parks Stormwater	\$	1,396,004
North Redmond	Monticello Flow Control - Deep Infiltration	Stormwater	\$	1,166,640
			\$	2,707,289
Redmond Watershed	Fire Station 14 Seismic Retrofit	Facilities	\$	2,103,103
Redmond Watershed	Fire Station 18 Seismic Retrofit	Facilities	\$	2,075,112
Redmond Watershed	Control System and Telemetry Upgrade Phase 4	Novelty Hill Water Novelty Hill Wastewater	\$	2,200,000
			\$	6,378,215
SE Redmond	Pump Station 12 Replacement	City Wastewater	\$	4,107,913

SE Redmond	Maintenance and Operations Center (MOC) - Plumbing and ADA Improvements	Facilities	\$	550,000
SE Redmond	Pump Station 11 Upgrades	City Wastewater	\$	2,295,000
SE Redmond	Intersection Improvement Project - Redmond Way and East Lake Sammamish Parkway	Transportation	\$	1,998,000
SE Redmond	Intersection Improvement Project - Redmond Way and NE 70th Street	Transportation	\$	4,132,269
SE Redmond	Redmond Way Bridge Modification and NE 76th Street Widening	Transportation	\$	520,746
SE Redmond	Fire Station 16 and Fleet Shop Seismic Upgrades	Facilities	\$	1,300,000
SE Redmond	Pump Station 13 Replacement and 70th Street Force Main	City Wastewater	\$	14,030,795
SE Redmond	SE Redmond Tank Painting and Seismic Upgrades	City Water	\$	5,887,698
SE Redmond	NE 70th Street Improvements (Redmond Way to 180th Avenue NE)	Transportation	\$	5,239,136
SE Redmond	SE Redmond Booster Pump Station Rehabilitation	City Water	\$	263,550
SE Redmond	Lake Washington Institute of Technology Lease	Parks	\$	3,132,000
SE Redmond	Targeted Safety Improvement Project - Rectangular Rapid Flash Beacon Crossings (180th Avenue NE at NE 70th Street; 161st Avenue NE at NE 81st Street)	Transportation	\$	226,013
			\$	43,683,120
Willows	Willows Road Improvement Phase 1	Transportation	\$	4,211,729
Willows	Willows Road Culvert Replacement	Stormwater	\$	3,228,318
Willows	Pump Station 15 Replacement	City Wastewater	\$	2,308,703
			\$	9,748,750
			\$	130,305,313



CIP Business Case Light Form

Project Name 156th Avenue Shared Use Path from 40th to 51st Street

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Peter Dane Title Senior Planner Ext. 2816

Department Planning

Functional Area(s) Transportation

Location (enter address or coordinates, if multiple locations, attach list)
156th Avenue, 40th Street to 51st Street

Geographic Area Overlake

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type New infrastructure

Description (1 or 2 sentences)

Complete a paved shared use path between 40th Street and 51st Street (assumes developer builds portion near 40th Street).

Project Scope (list of what's included)

2,100 feet of shared use path

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	156th Avenue Shared Use Path from 40th to 51st Street	
Functional Area	Transportation	
Manager	Don Cairns	
Department	Planning	
Director	Carol Helland	
Lead	Peter Dane	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	7/23/2026	
Project Budget		
Budget 2021-2026	\$6,250,341	
Project Budget is based on	0	% Design*
Total Project Budget	\$6,250,341	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary

Project Name: 156th Avenue Shared Use Path from 40th to 51st Street

Project ID: 0

Created By: Aaron Noble

Concept No.: 0

Date:

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$144,998	Low	25%	\$36,249	\$182,000
Final Design	\$189,612	Medium	30%	\$56,884	\$247,000
Construction	\$1,115,366	High	40%	\$446,146	\$1,562,000
Right of Way	\$1,884,960	Medium	30%	\$565,488	\$2,451,000
Estimate of Probable Cost (2017)			Subtotal		\$4,442,000

Project Escalation **\$1,808,341**

Year of cost index:	2019
Midpoint of Construction:	2026
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST **\$6,250,341**

Annual Maintenance and Operations Cost **\$0**

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

156th Avenue Shared Use Path from 40th to 51st Street Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	Project Initiation	20 days	Fri 11/1/24	Thu 11/28/24		
2	Project Charter	50 days	Fri 11/29/24	Thu 2/6/25		
3	Preliminary Design	100 days	Fri 2/7/25	Thu 6/26/25		
4	Permitting	30 days	Fri 6/27/25	Thu 8/7/25		
5	Right-of-Way/Real Property	60 days	Fri 6/27/25	Thu 9/18/25		
6	Final Design	90 days	Fri 9/19/25	Thu 1/22/26		
7	Advertisement and Award	90 days	Fri 1/23/26	Thu 5/28/26		
8	Construction	40 days	Fri 5/29/26	Thu 7/23/26		
9	Project Close Out	90 days	Fri 7/24/26	Thu 11/26/26		

Boilerplate CIP Schedule
Date: Wed 7/2/20

Task
Milestone
Summary
Rolloled Up Task

Rolloled Up Milestone
Rolloled Up Progress
External Tasks
Project Summary

Split
Rolloled Up Split
External Milestone
Inactive Task

Inactive Milestone
Inactive Summary
Manual Task
Duration-only

Manual Summary Rollup
Manual Summary
Start-only
Finish-only

Progress
Deadline

Progress
Deadline



CIP Business Case Rating Form

Project Name 156th Avenue Shared Use Path from 40th to 51st Street

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Peter Dane Title Senior Planner Ext. 2816

Department Planning

Functional Area(s) Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
5	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
1	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" – preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

14 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Standard Form

Project Name Americans with Disabilities Act (ADA) Improvement Program Parking and Pathway

Functional Manager Jeff Aken Title Senior Park Planner Ext. 2328

Functional Lead Dave Tuchek Title Park Operations Manager Ext. 2318

Department Parks

Functional Area(s) Parks

Location (enter address or coordinates, if multiple locations, attach list)

Anderson, Farrel-McWhirter, Idylwood, Grass Lawn, Municipal Campus, and Perrigo Parks

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Renovation

Description (1 or 2 sentences)

Create ADA compliant parking and accessible routes.

Project Scope (list of what's included)

Parking Improvements:
- Correct parking lot slope to meet ADA requirements
- Add ADA van parking spaces
- Provide and install ADA parking signs
- Install new ADA compliant curb ramps

Pathways to be engineered to meet ADA standards. Construction may entail regrading and paving. See Attachment A for specific list of recommendations from the 2019 ADA Transition Plan.

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

To create accessible parking lots and pathways by meeting the recommendations outlined in the 2019 ADA Parks Transition Plan. This will make Redmond's parks accessible to all.

Justification

Why are you proposing this project now?

These improvements are part of the Phase I priority projects recommended in the 2019 ADA Parks Transition Plan

Why is this project a high priority?

The community prioritized ADA improvements in parking lots, pathways and restrooms at the City's community parks and most well used parks.

When would you like this project delivered? 2022

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: _____

How will you measure the quantitative success of the project?

The parking lot meets ADA standards within this 6-year CIP period.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Jeff Aken
Functional Area Manager

02/05/2020
Date

Project Name	Americans with Disabilities Act (ADA) Improvement Program	
Functional Area	Parks	
Manager	Jeff Aken	
Department	Parks	
Director	Carrie Hite	
Lead	Jeff Aken	
Construction PM (if assigned)	Rob Crittenden	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	7/20/2022	
Project Budget		
Budget 2021-2026	\$910,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$910,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Parks Cost Estimate

Project Cost Summary

Project Name: Americans with Disabilities Act (ADA) Improvement Program Parking

Project ID: 0

Created By: ECD

Concept No.: 0

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$62,772	Low	25%	\$15,693	\$79,000
Final Design	\$31,386	Low	25%	\$7,847	\$40,000
Construction	\$533,563	Low	25%	\$133,391	\$667,000
Right of Way	\$0	Low	25%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$786,000

Project Escalation **\$123,894**

Year of cost index:	2019
Midpoint of Construction:	2022
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST **\$909,894**

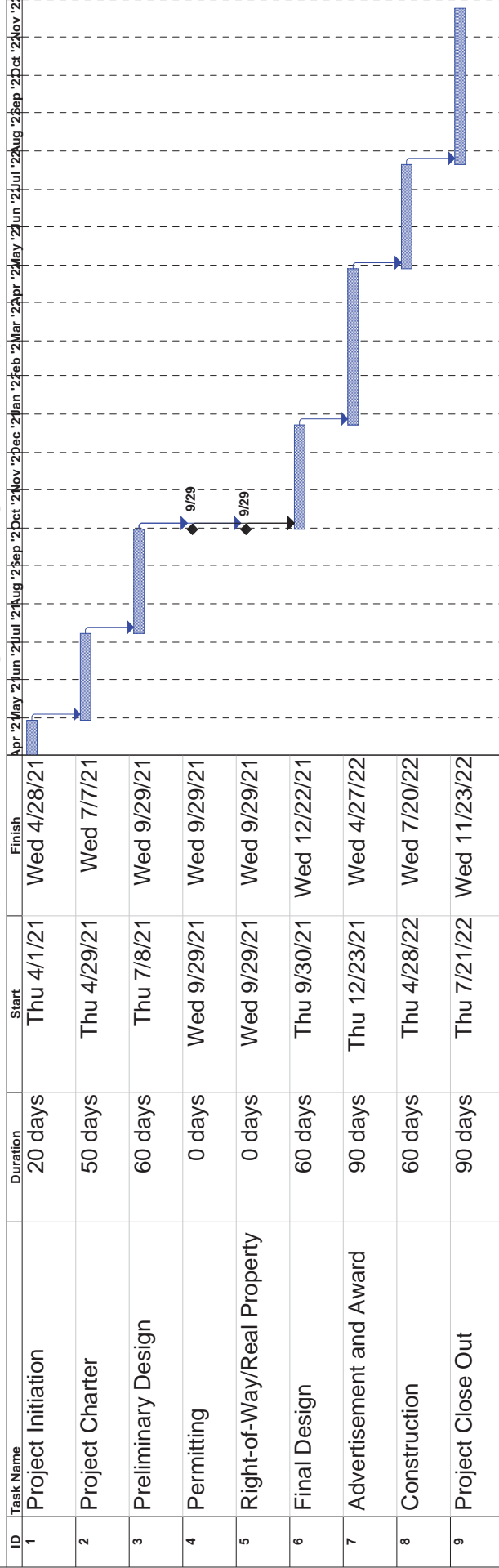
Annual Maintenance and Operations Cost **\$0**

Park Size:		ACRE
Level of Effort	Low	
Unit Cost:	\$5,000.00	/ACRE

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Americans with Disabilities Act (ADA) Improvement Program Parking and Pathway Schedule



Boilerplate C/P Schedule
Date: Thu 2/6/20

	Task		External Tasks		Inactive Milestone		Start-only
	Milestone		Project Summary		Inactive Summary		Finish-only
	Summary		Split		Manual Task		Progress
	Rolled Up Task		Rolled Up Split		Duration-only		Deadline
	Rolled Up Milestone		External Milestone		Manual Summary Rollup		
	Rolled Up Progress		Inactive Task		Manual Summary		



CIP Business Case Rating Form

Project Name Americans with Disabilities Act (ADA) Improvement Program Parking and Pathway

Functional Manager Jeff Aken Title Senior Park Planner Ext. 2328

Functional Lead Dave Tucheck Title Park Operations Manager Ext. 2318

Department Parks

Functional Area(s) Parks

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
1	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
5	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
3	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
5	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

24 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

02/05/2020

Date



CIP Business Case Light Form

Project Name Bel-Red Road Bicycle Lanes from West Lake Sammamish Parkway to 156th Avenue

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Peter Dane Title Senior Planner Ext. 2816

Department Planning

Functional Area(s) Transportation

Location *(enter address or coordinates, if multiple locations, attach list)*

Bel-Red Road, West Lake Sammamish Parkway to 28th Street, 28th Street from 156th Ave to Bel-Red

Geographic Area Overlake

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type New infrastructure

Description *(1 or 2 sentences)*

Reconfigure Bel-Red Road to repurpose use of one of the two uphill lanes into bicycle lanes from WLSP to 30th Street. HAWK at Bel-Red and 2800 Block. Bicycle lanes on 28th from 156 to Bel-Red.

Project Scope *(list of what's included)*

6,200 of bicycle lanes rechannelized on Bel-Red Road
1 HAWK signal
200 feet of paved trail
700 feet of rechannelization on 28th Street

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	Bel-Red Road Bicycle Lanes from WLSP to 156th Via Reconfiguration	
Functional Area	Transportation	
Manager	Don Cairns	
Department	Planning	
Director	Carol Helland	
Lead	Peter Dane	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	8/7/2026	
Project Budget		
Budget 2021-2026	\$1,795,000	
Project Budget is based on	0 % Design*	
Total Project Budget	\$1,795,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary

Project Name: Bel-Red Road Bicycle Lanes from WLSP to 156th Via Reconfiguration

Project ID: 0

Created By: Aaron Noble

Concept No.: 0

Date:

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$92,940	Low	25%	\$23,235	\$117,000
Final Design	\$121,538	Medium	30%	\$36,461	\$158,000
Construction	\$714,927	High	40%	\$285,971	\$1,001,000
Right of Way	\$0	Medium	30%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$1,276,000

Project Escalation

\$519,461

Year of cost index:	2019
Midpoint of Construction:	2026
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST

\$1,795,461

Annual Maintenance and Operations Cost

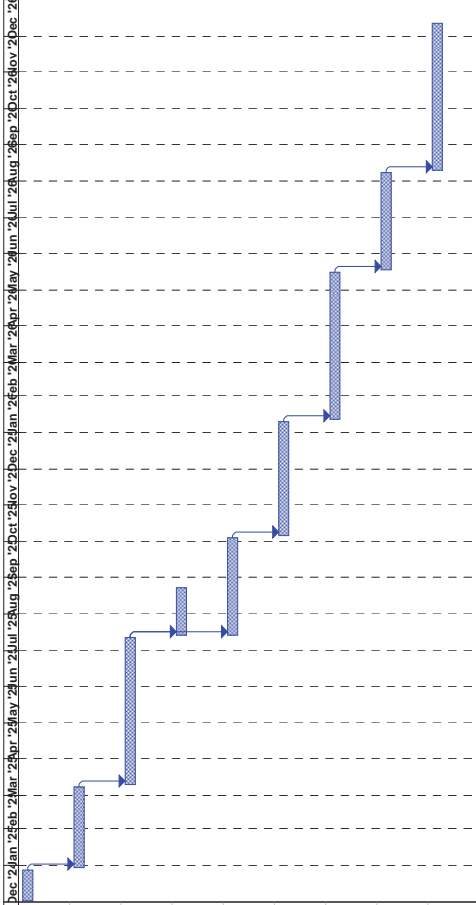
\$0

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Bel-Red Road Bicycle Lanes from WLS-P to 156th Via Reconfiguration Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	Project Initiation	20 days	Mon 12/2/24	Fri 12/27/24		
2	Project Charter	50 days	Mon 12/30/24	Fri 3/7/25		
3	Preliminary Design	90 days	Mon 3/10/25	Fri 7/11/25		
4	Permitting	30 days	Mon 7/14/25	Fri 8/22/25		
5	Right-of-Way/Real Property	60 days	Mon 7/14/25	Fri 10/3/25		
6	Final Design	70 days	Mon 10/6/25	Fri 1/9/26		
7	Advertisement and Award	90 days	Mon 11/2/26	Fri 5/15/26		
8	Construction	60 days	Mon 5/18/26	Fri 8/7/26		
9	Project Close Out	90 days	Mon 8/10/26	Fri 12/11/26		



Task Milestone Milestone Summary Rolled Up Task Rolled Up Milestone Rolled Up Progress External Tasks Project Summary Split Rolled Up Split External Milestone Inactive Task Inactive Milestone Inactive Summary Manual Task Duration-only Manual Summary Rollup Manual Summary Start-only Finish-only Progress Deadline



CIP Business Case Rating Form

Project Name Bel-Red Road Bicycle Lanes from West Lake Sammamish Parkway to 156th Avenue

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Peter Dane Title Senior Planner Ext. 2816

Department Planning

Functional Area(s) Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
1	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
0	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

11 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Light Form

Project Name Country Creek Culvert Replacement

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Emily Flanagan Title Senior Engineer Ext. 2707

Department Public Works

Functional Area(s) Stormwater Wastewater

Location (enter address or coordinates, if multiple locations, attach list)
4500 block of West Lake Sammamish Parkway / 47°39'01.3"N -122°06'53.8"W

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description (1 or 2 sentences)

Provide limited funding to facilitate a culvert replacement project to be implemented by King County Metro.

Project Scope (list of what's included)

Redmond to allocate awarded King County Flood Control District Subregional Opportunity Funds (~\$200,000) towards a culvert replacement project. King County Metro will design, permit and construct the improvement in association with their Lake Hills sewer trunk project. The City is actively working on an Interlocal Agreement with the County which includes this work.

The existing Country Creek culvert is a fish passage barrier and cannot convey the design flow. The new culvert will pass the 100-yr flow and be fish passable.

I have reviewed and am approving this project for schedule and cost estimate development.

Gary M. Schimek
Functional Area Manager

02/12/2020
Date

Project Name	Country Creek Culvert Replacement - KC Metro	
Functional Area	Stormwater	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Emily Flanagan	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	2021	
Project Budget		
Budget 2021-2026	\$200,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$200,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		



CIP Business Case Rating Form

Project Name Country Creek Culvert Replacement

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Emily Flanagan Title Senior Engineer Ext. 2707

Department Public Works

Functional Area(s) Stormwater Wastewater

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
3	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
5	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

16 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

02/12/2020

Date



CIP Business Case Light Form

Project Name MOCPW Building 1 Critical Improvements

Functional Manager Lee Ann Skipton Title Facility Manager Ext. 2398

Functional Lead Quinn Kuhnhausen Title Facilities Supervisor Ext. 2716

Department Parks

Functional Area(s) General Government/Facilities

Location (enter address or coordinates, if multiple locations, attach list)
18080 NE 73th St

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Renovation

Description (1 or 2 sentences)

Renovate PW MOC Building 1 restrooms and locker rooms to address plumbing, ADA and functional issues including expansion for laundry and drying facilities.

Project Scope (list of what's included)

Replace high failure plumbing lines and fixtures. Repair issues identified in ADA Audit (to be completed in 2020). Address use of space code compliance issues including plumbing electrical and HVAC modifications/upgrades. Replace failing and inefficient fixtures including showers, urinals, sinks and toilets to comply with city's conservation policies. Update/expands space to address health & sanitation issues to support operation needs including ventilation, fixture/equipment replacement, flooring & wall replacement, and expansion/increased capacity for laundry and gear drying service. Provide temporary facilities for use during construction.

I have reviewed and am approving this project for schedule and cost estimate development.

Lee Ann Skipton
Functional Area Manager

Date

Project Name	MOC Critical Improvements	
Functional Area	Facilities	
Manager	Lee Ann Skipton	
Department	Parks	
Director	Carrie Hite	
Lead	Quinn Kuhnhausen	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	6/30/2021	
Project Budget		
Budget 2021-2026	\$460,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$550,000	
Projected Spent through 2020	\$90,000	Prelim design
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Facilities Template

Project Cost Summary

Project Name: MOC Critical Improvements

Project ID: 0

Concept No.: 0

Created By: ECD

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$10,080	Low	25%	\$2,520	\$13,000
Final Design	\$73,920	Low	25%	\$18,480	\$93,000
Construction	\$336,000	Low	25%	\$84,000	\$420,000
Right of Way	\$0	Low	25%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$526,000

Project Escalation **\$26,300**

Year of cost index:	2020
Midpoint of Construction:	2021
Escalation Rate:	5.00%

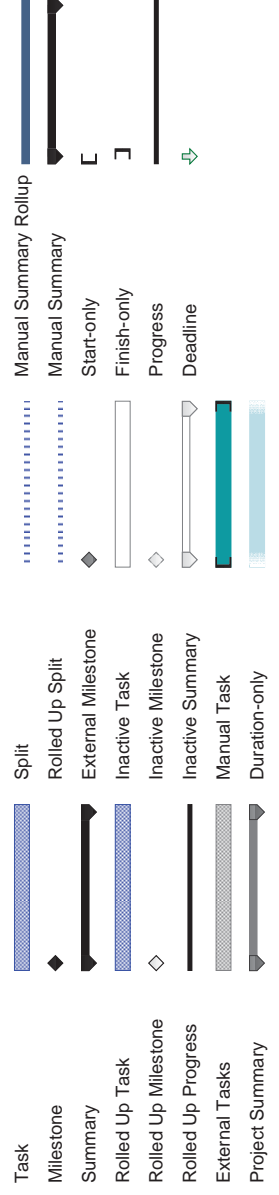
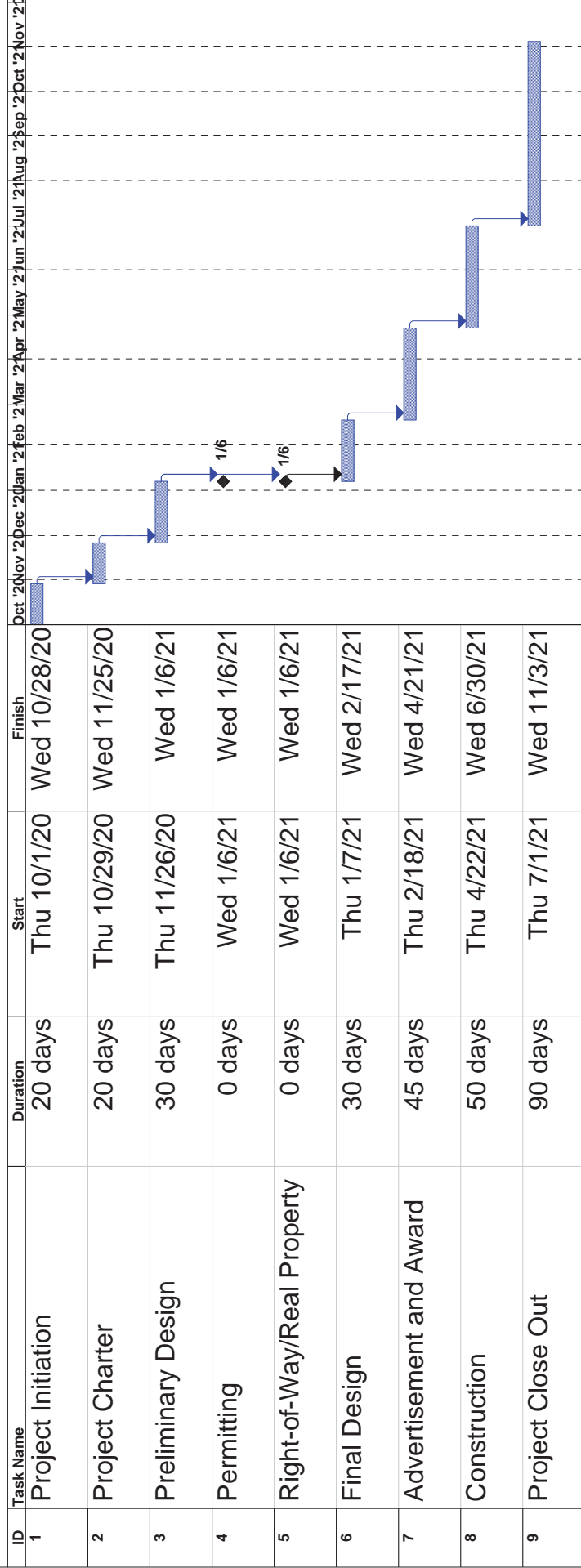
TOTAL ESTIMATE OF PROBABLE COST **\$552,300**

Annual Maintenance and Operations Cost **\$0**

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule MOC Critical Improvements Schedule



Boilerplate CIP Schedule
Date: Mon 2/3/20



CIP Business Case Rating Form

Project Name MOCPW Building 1 Critical Improvements +

Functional Manager Lee Ann Skipton Title Facility Manager Ext. 2398

Functional Lead Quinn Kuhnhausen Title Facilities Supervisor Ext. 2716

Department Parks

Functional Area(s) General Government/Facilities

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
5	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

20 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Light Form

Project Name 70th Street from Redmond Way to 180th Avenue (Design Only)

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Peter Dane Title Senior Planner Ext. 2816

Department Planning

Functional Area(s) Transportation

Location (enter address or coordinates, if multiple locations, attach list)

70th Street from Redmond Way to 180th Avenue

Geographic Area Overlake

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type New infrastructure

Description (1 or 2 sentences)

Build a new roadway including one general purpose lane each direction, left turn lane, bicycle lanes, and sidewalks

Project Scope (list of what's included)

400 feet of new roadway

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	70th Street from Redmond Way to 180th Design	
Functional Area	Transportation	
Manager	Don Cairns	
Department	Planning	
Director	Carol Helland	
Lead	Peter Dane	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	11/12/2024	
Project Budget		
Budget 2021-2026	\$5,240,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$5,240,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary

Project Name: 70th Street from Redmond Way to 180th Avenue
Project ID: 0 **Created By:** Aaron Noble
Concept No.: 0 **Date:**

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$252,816	Medium	30%	\$75,845	\$329,000
Final Design	\$330,606	Medium	30%	\$99,182	\$430,000
Construction	\$1,944,740	Medium	30%	\$583,422	\$2,529,000
Right of Way	\$628,320	Medium	30%	\$188,496	\$817,000
Estimate of Probable Cost (2017)			Subtotal		\$4,105,000

Project Escalation **\$1,134,136**

Year of cost index:	2019
Midpoint of Construction:	2024
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST **\$5,239,136**

Annual Maintenance and Operations Cost

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.



CIP Business Case Rating Form

Project Name 70th Street from Redmond Way to 180th Avenue (Design Only)

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Peter Dane Title Senior Planner Ext. 2816

Department Planning

Functional Area(s) Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
1	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
1	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
0	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

7 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Standard Form

Project Name Westlake Sammamish Parkway Pavement Rehabilitation

Functional Manager Paul Cho Title Transportation Manager Ext. 2751

Functional Lead Adnan Shabir Title Senior Engineer Ext. 2776

Department Public Works

Functional Area(s) Transportation

Location (enter address or coordinates, if multiple locations, attach list)

Westlake Sammamish Parkway (Union Hill Rd. to Novelty Hill Rd)

Geographic Area Overlake

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Renovation

Description (1 or 2 sentences)

Rehabilitate and overlay pavement surface to extend useful life of roadway

Project Scope (list of what's included)

Design Construction engineering
About 6900 LF 2" grind and overlay of existing hot mix asphalt pavement. Average corridor width about 57ft.
About 4980 ton HMA CI 1/2in
About 2620 ton HMA CI 1in (Assume 15% needs full depth replacement)
About 15 ADA ramp replacements
Pavement markings
Adjust utilities
WSDOT coordination

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Rehabilitate pavement to provide an additional 10 years of life

Justification

Why are you proposing this project now?

This overlay of Westlake Sammamish Parkway ranks high in the pavement management system
Replacing with the overlay saves future paving costs

Why is this project a high priority?

The project ranks highly on pavement management index. The longer it takes to overlay, the more areas that will require full depth replacement which increases costs.

When would you like this project delivered? 2024

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: Grants & CIP Fund

How will you measure the quantitative success of the project?

Finished pavement index greater than 90

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Full coordination with other functional areas will be needed to see if they have assets to replace along with this project. This should not affect this business case.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	Pavement Management - W Lk Samm Parkway (Marymoor)	
Functional Area	Transportation	
Manager	Paul Cho	
Department	Planning	
Director	Dave Juarez	
Lead	Adnan Shabir	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	10/9/2024	
Project Budget		
Budget 2021-2026	\$3,100,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$3,100,000	
Projected Spent through 2020		
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary					
Project Name: Pavement Management - W Lk Samm Parkway (Marymoor Way to 1					
Project ID: 0			Created By: ECD		
Concept No.: 0			Date: 3/4/2020		

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$203,920	Low	25%	\$50,980	\$255,000
Final Design	\$266,665	Low	25%	\$66,666	\$334,000
Construction	\$1,568,618	Low	25%	\$392,155	\$1,961,000
Right of Way	\$0	Medium	30%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$2,550,000

Project Escalation	\$549,541
Year of cost index:	2020
Midpoint of Construction:	2024
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST	\$3,099,541
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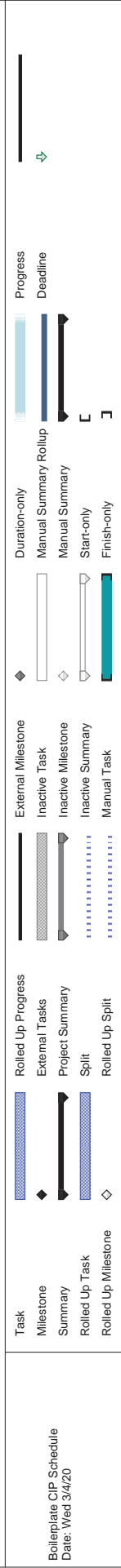
Annual Maintenance and Operations Cost	\$0
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See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Pavement Management - W Lk Samm Parkway (Marymoor Way to 154th) Schedule

ID	Task Name	Duration	Start	Finish
1	Project Initiation	20 days	Thu 3/2/23	Wed 3/29/23
2	Project Charter	50 days	Thu 3/30/23	Wed 6/7/23
3	Preliminary Design	60 days	Thu 6/8/23	Wed 8/30/23
4	Permitting	30 days	Thu 8/31/23	Wed 10/11/23
5	Right-of-Way/Real Property	60 days	Thu 8/31/23	Wed 11/22/23
6	Final Design	60 days	Thu 11/23/23	Wed 2/14/24
7	Advertisement and Award	90 days	Thu 2/15/24	Wed 6/19/24
8	Construction	80 days	Thu 6/20/24	Wed 10/9/24
9	Project Close Out	90 days	Thu 10/10/24	Wed 2/12/25



Task
 Milestone
 Summary
 Rolled Up Task
 Rolled Up Milestone

Rolled Up Progress
 External Task
 Project Summary
 Split
 Rolled Up Split

External Milestone
 Inactive Task
 Inactive Milestone
 Inactive Summary
 Manual Task

Duration-only
 Manual Summary Rollup
 Manual Summary
 Start-only
 Finish-only

Progress
 Deadline



CIP Business Case Rating Form

Project Name Westlake Sammamish Parkway Pavement Rehabilitation

Functional Manager Paul Cho Title Transportation Manager Ext. 2751

Functional Lead Adnan Shabir Title Senior Engineer Ext. 2776

Department Public Works

Functional Area(s) Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
1	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
0	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

11 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Standard Form

Project Name Avondale Rd. Pavement Rehabilitation

Functional Manager Paul Cho Title Transportation Manager Ext. 2751

Functional Lead Adnan Shabir Title Senior Engineer Ext. 2776

Department Public Works

Functional Area(s) Transportation

Location *(enter address or coordinates, if multiple locations, attach list)*
Avondale Rd. Pavement Rehabilitation - Union Hill Rd. to Novelty Hill Rd.

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Renovation

Description *(1 or 2 sentences)*

Rehabilitate and overlay pavement surface to extend useful life of roadway

Project Scope *(list of what's included)*

Design Construction engineering
About 5500 LF 2" grind and overlay of existing hot mix asphalt pavement
About 5820ton HMA CI 1/2in
About 1900 ton HMA CI 1in
About 30 ADA ramp replacement
Pavement markings
Adjust utilities

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? *(check all that apply)* None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Rehabilitate pavement to provide an additional 10 years of life

Justification

Why are you proposing this project now?

This overlay of Avondale Rd. ranks high in the pavement management system
Replacing with the overlay saves future paving costs

Why is this project a high priority?

The project ranks highly on pavement management index. The longer it takes to overlay, the more areas that will require full depth replacement which increases costs.

When would you like this project delivered? 2024

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: Grants & CIP

How will you measure the quantitative success of the project?

Finished pavement index greater than 90

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Full coordination with other functional areas will be needed to see if they have assets to replace along with this project. This should not affect this business case.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	Pavement Management - Avondale Rd (Union Hill to Novel)	
Functional Area	Transportation	
Manager	Paul Cho	
Department	Planning	
Director	Dave Juarez	
Lead	Adnan Shabir	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	10/9/2024	
Project Budget		
Budget 2021-2026	\$3,304,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$3,304,000	
Projected Spent through 2020		
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary

Project Name: Pavement Management - Avondale Rd (Union Hill to Novelty Hill Rd)

Project ID: 0

Created By: ECD

Concept No.: 0

Date: 3/4/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$217,440	Low	25%	\$54,360	\$272,000
Final Design	\$284,345	Low	25%	\$71,086	\$356,000
Construction	\$1,672,615	Low	25%	\$418,154	\$2,091,000
Right of Way	\$0	Medium	30%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$2,719,000

Project Escalation

\$585,962

Year of cost index:	2020
Midpoint of Construction:	2024
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST

\$3,304,962

Annual Maintenance and Operations Cost

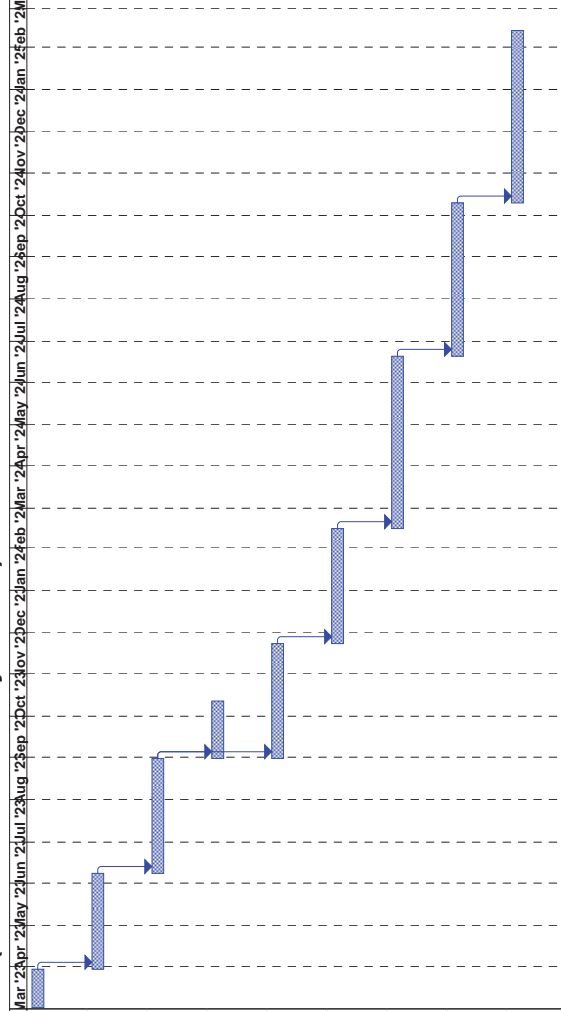
\$0

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Pavement Management - Avondale Rd (Union Hill to Novelty Hill Rd) Schedule

ID	Task Name	Duration	Start	Finish
1	Project Initiation	20 days	Thu 3/2/23	Wed 3/29/23
2	Project Charter	50 days	Thu 3/30/23	Wed 6/7/23
3	Preliminary Design	60 days	Thu 6/8/23	Wed 8/30/23
4	Permitting	30 days	Thu 8/31/23	Wed 10/11/23
5	Right-of-Way/Real Property	60 days	Thu 8/31/23	Wed 11/22/23
6	Final Design	60 days	Thu 11/23/23	Wed 2/14/24
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8	Construction	80 days	Thu 6/20/24	Wed 10/9/24
9	Project Close Out	90 days	Thu 10/10/24	Wed 2/12/25



Task Milestone Summary Rolled Up Task Rolled Up Milestone

Rolled Up Progress External Task Project Summary Split Rolled Up Split

External Milestone Inactive Task Inactive Milestone Inactive Summary Manual Task

Duration-only Manual Summary Rollup Manual Summary Start-only Finish-only

Progress Deadline



CIP Business Case Rating Form

Project Name Avondale Rd. Pavement Rehabilitation

Functional Manager Paul Cho Title Transportation Manager Ext. 2751

Functional Lead Adnan Shabir Title Senior Engineer Ext. 2776

Department Public Works

Functional Area(s) Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
1	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
0	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

11 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Light Form

Project Name Perrigo Springs Pump Station Renovation

Functional Manager Gary Schimek Title Engineering Manager Ext. 2742

Functional Lead Scott Thomasson Title Senior Engineer Ext. 2829

Department Public Works

Functional Area(s) Water

Location (enter address or coordinates, if multiple locations, attach list)
9655 180TH AVE NE

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Renovation

Description (1 or 2 sentences)

Perform a comprehensive condition assessment on the Perrigo Springs Pump Station and complete design based on the findings.

Project Scope (list of what's included)

Perrigo Springs is a 0.5-million-gallon reservoir that provides storage for the 238 Zone. This PRV connection is the only supply to the 350/Bear Creek Valley Zone. A preliminary assessment by staff indicates that the electrical power, wiring and motors need to be upgraded. VFD drives will be installed. The preliminary assessment also concluded that the building structure and vault, capacity, HVAC, SCADA – PLC and Telemetry, and onsite generator should be the focus of the pre-design assessment.

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	Perrigo Springs Pump Station Replacement	
Functional Area	Water	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Jeff Thompson	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	12/31/2021**	
Project Budget		
Budget 2021-2026	\$260,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$260,000	
Projected Spent through 2020		
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		
No specific schedule is provided as this is a design only effort to be performed in 2021		

City of Redmond
Planning Level Opinion of Probable Costs



Utilities Cost Estimate

Project Cost Summary

Project Name: Perrigo Springs Pump Station Replacement
Project ID: 0 **Created By:** ECD
Concept No.: 0 **Date:** 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$50,000	Low	25%	\$12,500	\$63,000
Final Design	\$150,000	Low	25%	\$37,500	\$188,000
Construction	\$0	High	40%	\$0	\$0
Right of Way	\$0	Low	25%	\$0	\$0

IV. Estimate of Probable Cost (2017) Subtotal \$251,000

V. Project Escalation \$12,550

Year of cost index:	2020
Midpoint of Construction:	2021
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST \$263,550

VI. Annual Maintenance and Operations Cost \$0

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.



CIP Business Case Rating Form

Project Name Perrigo Springs Pump Station Renovation

Functional Manager Gary Schimek Title Engineering Manager Ext. 2742

Functional Lead Scott Thomasson Title Senior Engineer Ext. 2829

Department Public Works

Functional Area(s) Water

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
1	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

16 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Light Form

Project Name Plaza Street Betterment

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Jeff Churchill Title Strategic Advisor Ext. 2492

Department Planning

Functional Area(s) Transportation

Location *(enter address or coordinates, if multiple locations, attach list)*
SR 520 near 148th Avenue and associated local roads

Geographic Area Overlake

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type New infrastructure

Description *(1 or 2 sentences)*

Betterment for plaza street to be constructed by WSDOT

Project Scope *(list of what's included)*

Units and quantities for some items with plaza street:
100 LF curb and gutter
1 curb ramp
0.04 land mile new pavement
3,800 SF earthwork

I have reviewed and am approving this project for schedule and cost estimate development.

Donald Cairns
Functional Area Manager

12/27/2019
Date

Project Name	Plaza Street Betterment	
Functional Area	Transportation	
Manager	Don Cairns	
Department	Public Works	
Director	Carol Helland	
Lead	Jeff Churchill	
Construction PM (if assigned)		
Project Schedule		
Proposed Delivery Date (Substantial Completion)	2021-2022**	
Project Budget		
Budget 2021-2026	\$360,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$360,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

**No schedule or budget detail is provided for this project. Per discussions with Transportation Planning and Finance, this project will pay \$360K to ST to construct this betterment and no contingencies or staff costs apply



CIP Business Case Rating Form

Project Name Plaza Street Betterment

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Jeff Churchill Title Strategic Advisor Ext. 2492

Department Planning

Functional Area(s) Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
1	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
1	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
0	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
5	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

12 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

12/27/2019
Date



CIP Business Case Light Form

Project Name Pressure Reducing Valve & Meter Replacement Phase 2

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Jeff Thompson Title Senior Engineer Ext. 2884

Department Public Works

Functional Area(s) Water

Location (enter address or coordinates, if multiple locations, attach list)
Citywide

Geographic Area Citywide

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description (1 or 2 sentences)

Replacing/Renovating 9 Pressure Reducing Valve (PRV) stations, which includes the concrete vault, internal piping and valves, and some external piping, valves, and drainage.

Project Scope (list of what's included)

A comprehensive condition assessment was conducted by staff that included all the PRVs in the City. The assessment identified a list of 27 priority PRVs that needed to be rehabbed or replaced. The reasons that these vaults were considered priorities included inadequate size, lack proper drainage, unsafe location (in the street), and pipe and valve condition. It should be noted that If the PRV fails open, then they can over pressurize the zone and possibly cause damage to household plumbing. Fire flows are reduced if they fail closed. Rehabilitation for these stations include the concrete vault, internal piping and valves, external piping, valves, and drainage. These locations were placed in the same CIP project because they had moderate real-estate issues.

I have reviewed and am approving this project for schedule and cost estimate development.

Gary M. Schimek
Functional Area Manager

02/12/2020
Date

Project Name	PRV Replacement Project #2	
Functional Area	EUSD	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Jeff Thompson	
Construction PM (if assigned)	Rob Crittenden	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	2/15/2023	
Project Budget		
Budget 2021-2026	\$7,990,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$9,120,000	
Projected Spent through 2020	\$1,130,000	Prelim design&partial r/w
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Utilities Cost Estimate

Project Cost Summary

Project Name: PRV (10) Replacement

Project ID: 0

Concept No.: 0

Created By: JCT

Date: 5/16/2018

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$523,146	High	40%	\$209,258	\$733,000
Final Design	\$684,113	High	30%	\$205,234	\$890,000
Construction	\$4,024,197	High	20%	\$804,839	\$4,830,000
Right of Way	\$534,300	High	30%	\$160,290	\$695,000

IV. Estimate of Probable Cost (2017) Subtotal \$7,148,000

V. Project Escalation	\$1,974,861
Year of cost index:	2017
Midpoint of Construction:	2022
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST \$9,122,861

VI. Annual Maintenance and Operations Cost	\$33,530
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See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.



CIP Business Case Rating Form

Project Name Pressure Reducing Valve & Meter Replacement Phase 2

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Jeff Thompson Title Senior Engineer Ext. 2884

Department Public Works

Functional Area(s) Water

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
1	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
0	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

11 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

02/12/2020
Date



CIP Business Case Light Form

Project Name Phase 3 PRVs & Large Meter Vaults (PRVs 17, 22, 24, 26, 35, 43, 51)

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Jeff Thompson Title Senior Engineer Ext. 2884

Department Public Works

Functional Area(s) Water

Location (enter address or coordinates, if multiple locations, attach list)
Citywide

Geographic Area Citywide

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description (1 or 2 sentences)

Replacing/Renovating 7 Pressure Reducing Valve (PRV) stations, which includes the concrete vault, internal piping and valves, and some external piping, valves, and drainage.

Project Scope (list of what's included)

A comprehensive condition assessment was conducted by staff that included all the PRVs in the City. The assessment identified a list of 27 priority PRVs that needed to be rehabbed or replaced. The reasons that these vaults were considered priorities included inadequate size, lack proper drainage, unsafe location (in the street), and pipe and valve condition. It should be noted that If the PRV fails open, then they can over pressurize the zone and possibly cause damage to household plumbing. Fire flows are reduced if they fail closed. Rehabilitation for these stations include the concrete vault, internal piping and valves, external piping, valves, and drainage. These locations were placed in the same CIP project because they had complex real-estate issues.

I have reviewed and am approving this project for schedule and cost estimate development.

Gary M. Schimek, P.E.
Functional Area Manager

02/12/2020
Date

Project Name	PRV Replacement Project #3	
Functional Area	EUSD	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Jeff Thompson	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	2/20/2026	
Project Budget		
Budget 2021-2026	\$6,900,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$6,900,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Utilities Cost Estimate

Project Cost Summary

Project Name: PRV #3 (7) Replacement

Project ID: 0

Concept No.: 0

Created By: JCT

Date: 5/16/2018

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$368,549	High	40%	\$147,420	\$516,000
Final Design	\$481,949	High	30%	\$144,585	\$627,000
Construction	\$2,834,994	High	20%	\$566,999	\$3,402,000
Right of Way	\$97,200	High	30%	\$29,160	\$127,000

IV. Estimate of Probable Cost (2017) Subtotal \$4,672,000

V. Project Escalation	\$2,230,672
Year of cost index:	2017
Midpoint of Construction:	2025
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST \$6,902,672

VI. Annual Maintenance and Operations Cost	\$23,519
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See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule PRV Replacement Project #3 Schedule

ID	Task Name	Duration	Start	Finish
1	Project Initiation	20 days	Mon 1/2/23	Fri 1/27/23
2	Project Charter	50 days	Mon 1/30/23	Fri 4/7/23
3	Preliminary Design	125 days	Mon 4/10/23	Fri 9/29/23
4	Permitting	30 days	Mon 10/2/23	Fri 11/10/23
5	Right-of-Way/Real Property	125 days	Mon 10/2/23	Fri 3/22/24
6	Final Design	160 days	Mon 3/25/24	Fri 11/1/24
7	Advertisement and Award	90 days	Mon 11/4/24	Fri 3/7/25
8	Construction	250 days	Mon 3/10/25	Fri 2/20/26
9	Project Close Out	90 days	Mon 2/23/26	Fri 6/26/26

Legend for Gantt chart symbols:

- Task
- Milestone
- Summary
- Rolled Up Task
- Rolled Up Milestone
- Rolled Up Progress
- External Tasks
- Project Summary
- Split
- Rolled Up Split
- External Milestone
- Inactive Task
- Inactive Milestone
- Inactive Summary
- Manual Task
- Duration-only
- Manual Summary Rollup
- Manual Summary
- Start-only
- Finish-only
- Progress
- Deadline



CIP Business Case Rating Form

Project Name Phase 3 PRVs & Large Meter Vaults (PRVs 17, 22, 24, 26, 35, 43, 51)

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Jeff Thompson Title Senior Engineer Ext. 2884

Department Public Works

Functional Area(s) Water

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
0	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

10 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

02/12/2020
Date



CIP Business Case Standard Form

Project Name Turf Replacement Grass Lawn Multi-Use Field 2

Functional Manager Carolyn Hope Title Park Planning Manager Ext. 2313

Functional Lead Dave Tuchek Title Park Operations Manager Ext. 2318

Department Parks

Functional Area(s) Parks

Location *(enter address or coordinates, if multiple locations, attach list)*

Grass Lawn Park - 7031 148th Ave NE, Redmond, WA 98052

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description *(1 or 2 sentences)*

Replacement of degraded synthetic turf playing surface that is at end of life in 2021

Project Scope *(list of what's included)*

Replacing a synthetic turf field includes:
- Hiring design consultant
- Demo existing synthetic turf surface
- Base remediation as needed
- Install new shock pad or e-layer
- Install new synthetic turf, including infill

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? *(check all that apply)* None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Replace the turf in order to maintain our sports field level of service and safety standards.

Justification

Why are you proposing this project now?

The artificial turf is at the end of its life and will be unsafe to play on after 2021.

Why is this project a high priority?

This project is ranked highly on the PARCC Plan Maintenance and Operations projects list.

When would you like this project delivered? 2021

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: YAF Grant possible

How will you measure the quantitative success of the project?

The turf is replaced before it fails required safety tests.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Carolyn Hope
Functional Area Manager

01/09/2020
Date

Project Name	Turf Replacement Grass Lawn Multi-Use Field 2	
Functional Area	Parks	
Manager	Jeff Aken	
Department	Parks	
Director	Carrie Hite	
Lead	Jeff Aken	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	10/15/2021	
Project Budget		
Budget 2021-2026	\$1,800,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$1,800,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Parks Cost Estimate

Project Cost Summary

Project Name: Turf Replacement Grass Lawn Multi-Use Field 2

Project ID: 0

Created By: ECD

Concept No.: 0

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$136,730	Low	25%	\$34,183	\$171,000
Final Design	\$68,365	Low	25%	\$17,091	\$86,000
Construction	\$1,162,205	Low	25%	\$290,551	\$1,453,000
Right of Way	\$0	Low	25%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$1,710,000

Project Escalation

\$85,500

Year of cost index:	2020
Midpoint of Construction:	2021
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST

\$1,795,500

Annual Maintenance and Operations Cost

\$0

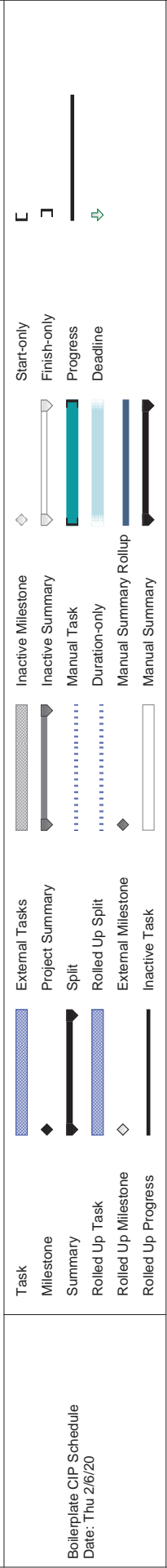
Park Size:		ACRE
Level of Effort	Low	
Unit Cost:	\$5,000.00	/ACRE

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Turf Replacement Grass Lawn Multi-Use Field 2 Schedule

ID	Task Name	Duration	Start	Finish
1	Project Initiation	20 days	Mon 10/5/20	Fri 10/30/20
2	Project Charter	20 days	Mon 11/2/20	Fri 11/27/20
3	Preliminary Design	40 days	Mon 11/30/20	Fri 1/22/21
4	Permitting	0 days	Fri 1/22/21	Fri 1/22/21
5	Right-of-Way/Real Property	0 days	Fri 1/22/21	Fri 1/22/21
6	Final Design	40 days	Mon 1/25/21	Fri 3/19/21
7	Advertisement and Award	90 days	Mon 3/22/21	Fri 7/23/21
8	Construction	60 days	Mon 7/26/21	Fri 10/15/21
9	Project Close Out	90 days	Mon 10/18/21	Fri 2/18/22



Task Milestone Summary

- External Tasks
- Project Summary
- Split
- Rolled Up Task
- Rolled Up Milestone
- Rolled Up Progress
- External Milestone
- Inactive Task
- External Summary
- Project Summary
- Split
- Rolled Up Split
- External Milestone
- Inactive Task
- Inactive Milestone
- Inactive Summary
- Manual Task
- Duration-only
- Manual Summary Rollup
- Manual Summary
- Start-only
- Finish-only
- Progress
- Deadline



CIP Business Case Rating Form

Project Name Turf Replacement Grass Lawn Multi-Use Field 2

Functional Manager Carolyn Hope Title Park Planning Manager Ext. 2313

Functional Lead Dave Tucheck Title Park Operations Manager Ext. 2318

Department Parks

Functional Area(s) Parks

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
0	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
3	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

6 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

01/09/2020
Date



CIP Business Case Standard Form

Project Name Turf Replacement Grass Lawn Softball Field 1 Infield

Functional Manager Carolyn Hope Title Park Planning Manager Ext. 2313

Functional Lead Dave Tuchek Title Park Operations Manager Ext. 2318

Department Parks

Functional Area(s) Parks

Location (enter address or coordinates, if multiple locations, attach list)
Grass Lawn Park - 7031 148th Ave NE, Redmond, WA 98052

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description (1 or 2 sentences)

Replacement of degraded synthetic turf playing surface that will reach end of life in 2023.

Project Scope (list of what's included)

Replacing a synthetic turf field includes:
- Hiring design consultant
- Demo existing synthetic turf surface
- Base remediation as needed
- Install new shock pad or e-layer
- Install new synthetic turf, including infill

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Replace the turf in order to maintain our sports field level of service and safety standards.

Justification

Why are you proposing this project now?

The artificial turf is at the end of its life and will be unsafe to play on after 2023.

Why is this project a high priority?

This project is ranked highly on the PARCC Plan Maintenance and Operations projects list.

When would you like this project delivered? 2023

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: YAF Grant possible

How will you measure the quantitative success of the project?

The turf is replaced before it fails required safety tests.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Carolyn Hope
Functional Area Manager

01/09/2020
Date

Project Name	Turf Replacement Grass Lawn Softball Field 1 Infield	
Functional Area	Parks	
Manager	Jeff Aken	
Department	Parks	
Director	Carrie Hite	
Lead	Jeff Aken	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	10/13/2023	
Project Budget		
Budget 2021-2026	\$350,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$350,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Parks Cost Estimate

Project Cost Summary

Project Name: Turf Replacement Grass Lawn Softball Field 1 Infield

Project ID: 0

Created By: ECD

Concept No.: 0

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$23,870	Low	25%	\$5,968	\$30,000
Final Design	\$11,935	Low	25%	\$2,984	\$15,000
Construction	\$202,895	Low	25%	\$50,724	\$254,000
Right of Way	\$0	Low	25%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$299,000

Project Escalation

\$47,130

Year of cost index:	2020
Midpoint of Construction:	2023
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST

\$346,130

Annual Maintenance and Operations Cost

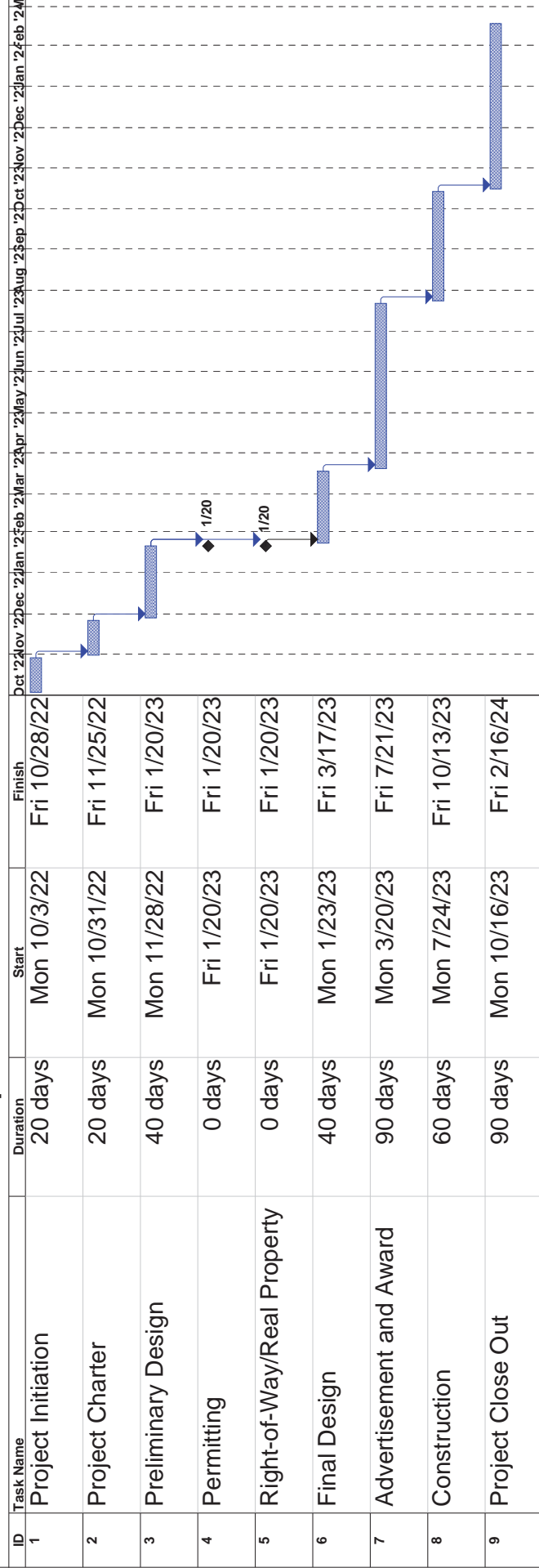
\$0

Park Size:		ACRE
Level of Effort	Low	
Unit Cost:	\$5,000.00	/ACRE

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Turf Replacement Grass Lawn Softball Field 1 Infield Schedule



Boilerplate CIP Schedule
Date: Thu 2/6/20

Task	External Tasks	Inactive Milestone	Start-only
Milestone	Project Summary	Inactive Summary	Finish-only
Summary	Split	Manual Task	Progress
Rolled Up Task	Rolled Up Split	Duration-only	Deadline
Rolled Up Milestone	External Milestone	Manual Summary Rollup	
Rolled Up Progress	Inactive Task	Manual Summary	



CIP Business Case Rating Form

Project Name Turf Replacement Grass Lawn Softball Field 1 Infield

Functional Manager Carolyn Hope Title Park Planning Manager Ext. 2313

Functional Lead Dave Tucheck Title Park Operations Manager Ext. 2318

Department Parks

Functional Area(s) Parks

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
0	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
3	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

6 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

01/09/2020
Date



CIP Business Case Standard Form

Project Name Turf Replacement Hartman Infield on Baseball Field

Functional Manager Carolyn Hope Title Park Planning Manager Ext. 2313

Functional Lead Dave Tuchek Title Park Operations Manager Ext. 2318

Department Parks

Functional Area(s) Parks

Location (enter address or coordinates, if multiple locations, attach list)

Hartman Park - 17300 NE 104th Street, Redmond WA 98052

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description (1 or 2 sentences)

Replacement of degraded synthetic turf playing surface that will reach end of product life in 2025

Project Scope (list of what's included)

Replacing a synthetic turf field includes:
- Hiring design consultant
- Demo existing synthetic turf surface
- Base remediation as needed
- Install new shock pad or e-layer
- Install new synthetic turf, including infill

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Replace the turf in order to maintain our sports field level of service and safety standards.

Justification

Why are you proposing this project now?

The artificial turf is at the end of its life and will be unsafe to play on after 2025.

Why is this project a high priority?

This project is ranked highly on the PARCC Plan Maintenance and Operations projects list.

When would you like this project delivered? 2025

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: YAF Grant possible

How will you measure the quantitative success of the project?

The turf is replaced before it fails required safety tests.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Carolyn Hope
Functional Area Manager

01/09/2020
Date

Project Name	Turf Replacement Hartman Infield on Baseball Field	
Functional Area	Parks	
Manager	Jeff Aken	
Department	Parks	
Director	Carrie Hite	
Lead	Jeff Aken	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	10/13/2025	
Project Budget		
Budget 2021-2026	\$570,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$570,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Parks Cost Estimate

Project Cost Summary

Project Name: Turf Replacement Hartman Infield on Baseball Field

Project ID: 0

Created By: ECD

Concept No.: 0

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$35,860	Low	25%	\$8,965	\$45,000
Final Design	\$17,930	Low	25%	\$4,483	\$23,000
Construction	\$304,810	Low	25%	\$76,203	\$382,000
Right of Way	\$0	Low	25%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$450,000

Project Escalation

\$124,327

Year of cost index:	2020
Midpoint of Construction:	2025
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST

\$574,327

Annual Maintenance and Operations Cost

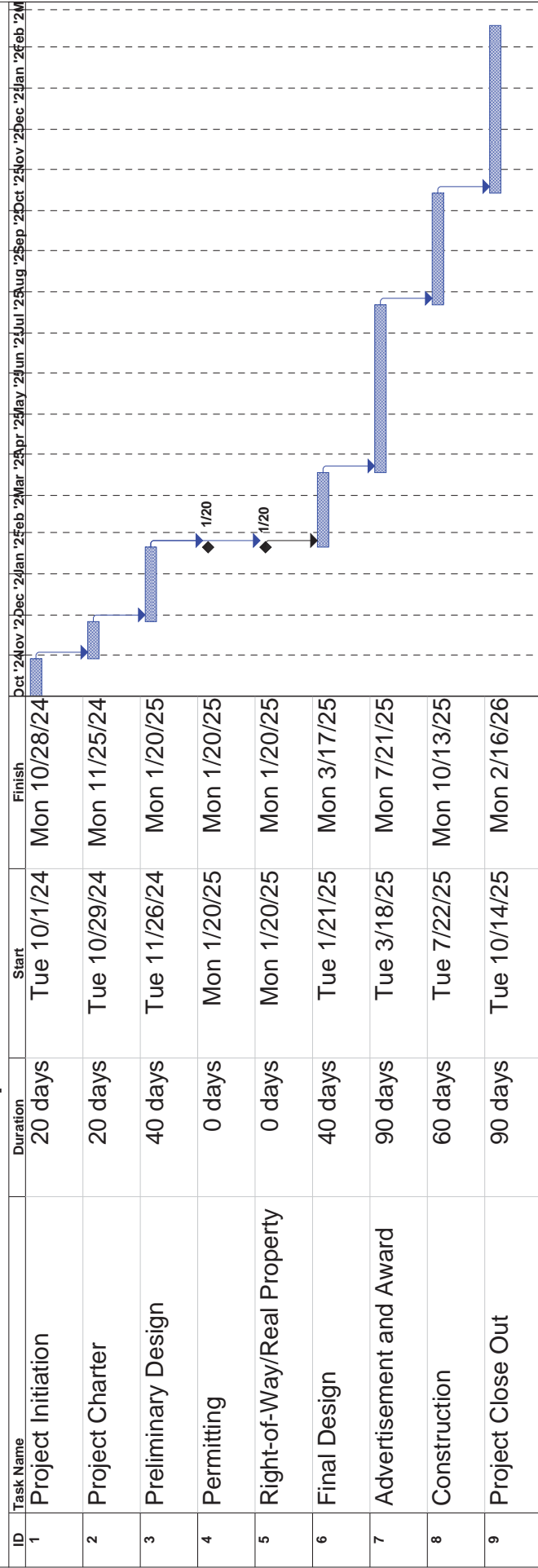
\$0

Park Size:		ACRE
Level of Effort	Low	
Unit Cost:	\$5,000.00	/ACRE

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Turf Replacement Hartman Infield on Baseball Field Schedule



Boilerplate CIP Schedule
Date: Thu 2/6/20

Task	External Tasks	Inactive Milestone	Start-only
Milestone	Project Summary	Inactive Summary	Finish-only
Summary	Split	Manual Task	Progress
Rolled Up Task	Rolled Up Split	Duration-only	Deadline
Rolled Up Milestone	External Milestone	Manual Summary Rollup	
Rolled Up Progress	Inactive Task	Manual Summary	



CIP Business Case Rating Form

Project Name Turf Replacement Hartman Infield on Baseball Field

Functional Manager Carolyn Hope Title Park Planning Manager Ext. 2313

Functional Lead Dave Tucheck Title Park Operations Manager Ext. 2318

Department Parks

Functional Area(s) Parks

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
0	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
3	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

6 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

01/09/2020

Date



CIP Business Case Standard Form

Project Name Stormwater Infrastructure Replacement #2

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Emily Flanagan Title Surface Water Engineer Ext. 2707

Department Public Works

Functional Area(s) Stormwater

Location (enter address or coordinates, if multiple locations, attach list)

Site 1: NE 21st St & 177th PI NE Site 2: West Lake Sammamish Parkway and NE 38th St.

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description (1 or 2 sentences)

Repair of existing stormwater pipes that are high priority based upon comprehensive condition assesment.

Project Scope (list of what's included)

These are two stormwater pipes that have been identified as high priority based upon a detailed risk assessment. These pipes are located near the KC Lake Hills Trunk Line project; therefore it is excellent timing to only impact the neighborhood once rather than twice with 2 important projects.

swPi9643 (Spot Repair - outfall blocked) 12" Concrete Pipe. Outlet of pipe is on private property.
swPi17903 (Full pipe Replacement) 12" Concrete Pipe (~88 ft long). Surface is paved shoulder of West Lake Samm Prkwy. Fully in ROW

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Repair two severely damaged stormwater pipes that have been identified as high priority based on a comprehensive risk assessment with all available data.

Justification

Why are you proposing this project now?

Repair two high priority stormwater pipes that are located within the neighborhood within the construction limits of the KC Lake Hills Wastewater Project. Repairs will occur at same time.

Why is this project a high priority?

The pipes were identified as high priority based on a comprehensive risk assessment that took into account pipe age, material, condition, failure probability, and failure consequences.

When would you like this project delivered? 2024

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: _____

How will you measure the quantitative success of the project?

Length of damaged pipe repaired.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Gary M. Schimek, P.E.
Functional Area Manager

02/12/2020
Date

Project Name	Stormwater Infrastructure Replacement #2	
Functional Area	EUSD	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Emily Flanagan	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	9/19/2024	
Project Budget		
Budget 2021-2026	\$180,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$180,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Utilities Cost Estimate

Project Cost Summary

Project Name: Stormwater Infrastructure Replacement #2
Project ID: 0 **Created By:** ECD
Concept No.: 0 **Date:** 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$9,053	Low	25%	\$2,263	\$12,000
Final Design	\$11,838	Low	25%	\$2,960	\$15,000
Construction	\$69,636	High	40%	\$27,855	\$98,000
Right of Way	\$0	Low	25%	\$0	\$0

IV. Estimate of Probable Cost (2017) Subtotal \$125,000

V. Project Escalation \$50,888

Year of cost index:	2017
Midpoint of Construction:	2024
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST \$175,888

VI. Annual Maintenance and Operations Cost \$97

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Stormwater Infrastructure Replacement #2 Schedule

ID	Task Name	Duration	Start	Finish
1	Project Initiation	20 days	Fri 6/2/23	Thu 6/29/23
2	Project Charter	50 days	Fri 6/30/23	Thu 9/7/23
3	Preliminary Design	40 days	Fri 9/8/23	Thu 11/2/23
4	Permitting	125 days	Fri 11/3/23	Thu 4/25/24
5	Right-of-Way/Real Property	60 days	Fri 11/3/23	Thu 1/25/24
6	Final Design	40 days	Fri 1/26/24	Thu 3/21/24
7	Advertisement and Award	90 days	Fri 3/22/24	Thu 7/25/24
8	Construction	40 days	Fri 7/26/24	Thu 9/19/24
9	Project Close Out	90 days	Fri 9/20/24	Thu 1/23/25

Task
Milestone
Summary
Rolled Up Task
Rolled Up Milestone
Rolled Up Progress

External Tasks
Project Summary
Split
Rolled Up Split
External Milestone
Inactive Task

Inactive Milestone
Inactive Summary
Manual Task
Duration-only
Manual Summary Rollup
Manual Summary

Start-only
Finish-only
Progress
Deadline

Boilerplate CIP Schedule
Date: Tue 1/28/20



CIP Business Case Rating Form

Project Name Stormwater Infrastructure Replacement #2

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Emily Flanagan Title Surface Water Engineer Ext. 2707

Department Public Works

Functional Area(s) Stormwater

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
1	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

14 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

02/12/2020

Date



CIP Business Case Standard Form

Project Name Stormwater and Wastewater Pipe Lining

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Emily Flanagan Title Senior Engineer Ext. 2707

Department Public Works

Functional Area(s) Stormwater

Location (enter address or coordinates, if multiple locations, attach list)
varies

Geographic Area Citywide

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Renovation

Description (1 or 2 sentences)

Repair pipes identified by Asset Management risk and consequence analysis based upon best available data. Pipe lining to restore design function and extend useful life of the pipes.

Project Scope (list of what's included)

Line pipes using CIPP.

6 pipes, 438 ft of 12" pipe, 757 ft of 15" pipe.
swPi17230
swPi1437
swPi1454
swPi711
swPi718
swPi24590

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Maintain existing pipes and prolong their useful life.

Justification

Why are you proposing this project now?

CIPP is a cost effective way to prolong the life of pipes. It is good asset management practice to do regular upkeep on existing infrastructure.

Why is this project a high priority?

These pipes were evaluated using the pipe condition asset management method. These pipes scored the highest of all stormwater pipes, that could be repaired with CIPP.

When would you like this project delivered? 2022

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: _____

How will you measure the quantitative success of the project?

Length of stormwater pipe repaired.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	Stormwater Infrastructure Replacement Improvement Proj	
Functional Area	EUSD	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Emily Flanagan	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	6/22/2022	
Project Budget		
Budget 2021-2026	\$890,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$890,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Utilities Cost Estimate

Project Cost Summary

Project Name: Stormwater Infrastructure Replacement Improvement Project #3- Pi

Project ID: 0

Created By: ECD

Concept No.: 0

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$61,176	Low	25%	\$15,294	\$77,000
Final Design	\$80,000	Low	25%	\$20,000	\$100,000
Construction	\$470,586	Low	25%	\$117,646	\$589,000
Right of Way	\$0	Low	25%	\$0	\$0

IV. Estimate of Probable Cost (2017) Subtotal \$766,000

V. Project Escalation \$120,741

Year of cost index:	2019
Midpoint of Construction:	2022
Escalation Rate:	5.00%

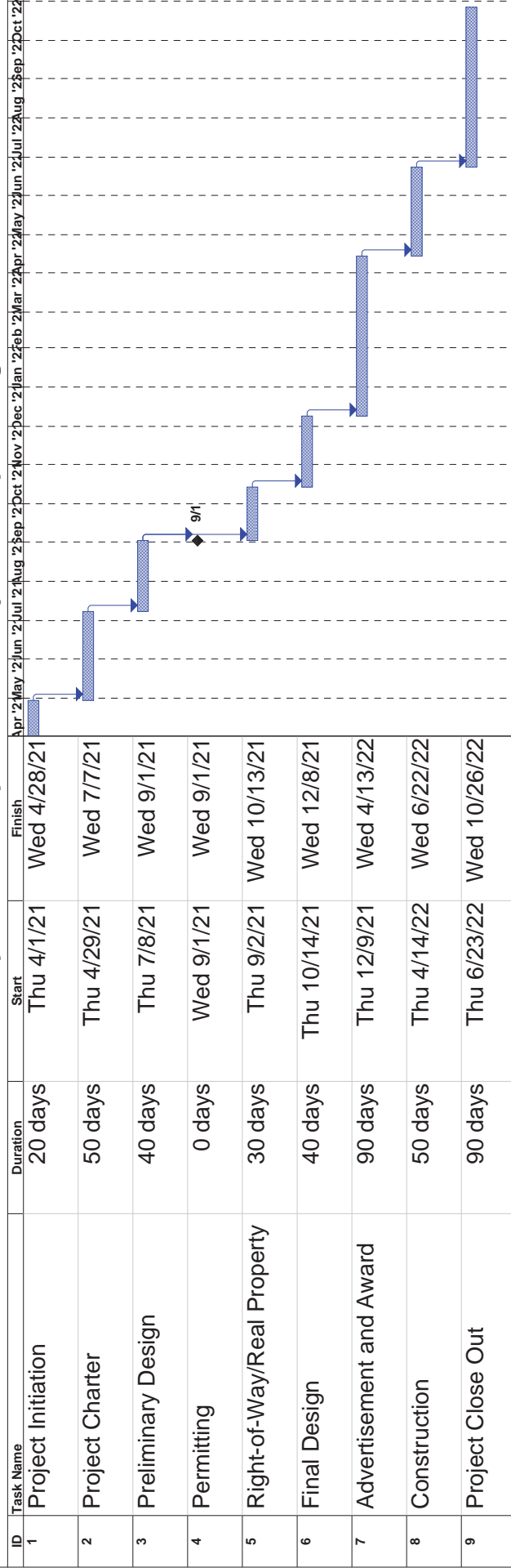
TOTAL ESTIMATE OF PROBABLE COST \$886,741

VI. Annual Maintenance and Operations Cost \$0

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Stormwater Infrastructure Replacement Improvement Project #3- Pipe Lining Schedule



Boilerplate CIP Schedule
Date: Wed 11/29/20

	Task		External Tasks		Inactive Milestone		Start-only
	Milestone		Project Summary		Inactive Summary		Finish-only
	Summary		Split		Manual Task		Progress
	Rolled Up Task		Rolled Up Split		Duration-only		Deadline
	Rolled Up Milestone		External Milestone		Manual Summary Rollup		
	Rolled Up Progress		Inactive Task		Manual Summary		



CIP Business Case Rating Form

Project Name Stormwater and Wastewater Pipe Lining

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Emily Flanagan Title Senior Engineer Ext. 2707

Department Public Works

Functional Area(s) Stormwater

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
3	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" – preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

11 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Standard Form

Project Name Environmental Sustainability - Building Automation System (EMS)

Functional Manager Lee Ann Skipton Title Facilities Manager Ext. _____

Functional Lead TBD Title Sustainability Mgr Ext. _____

Department Parks

Functional Area(s) General Government/Facilities

Location (enter address or coordinates, if multiple locations, attach list)

Multiple - city buildings

Geographic Area Citywide

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type New infrastructure

Description (1 or 2 sentences)

Install building automation system to provide consistent control and monitoring of HVAC settings and system performance at all city occupied buildings.

Project Scope (list of what's included)

Installation of Alerton Controls software, communication hardware, sensors, and control boards for building automation HVAC control system in city buildings. This system has already been installed and a communication server has be established by TIS for the Pool and Community Center buildings. This project is to expand this existing system to MOC, PSB, and Fire buildings.
Bldg square footage MOC 11039+8202+18,172=37,143, PSB=53,328, FS11=21,271, FS12=6,637, FS13=6,548, FS14=9,530, FS17=17,000, FS18=6,724
Total SF=158,451

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) _____ None

Facilities Fire _____ Parks _____ Planning _____ Police

_____ Stormwater _____ Transportation _____ Wastewater _____ Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

A key strategy in managing the environmental performance of buildings is to control HVAC setting and monitor HVAC system performance. This system allows for all buildings to have consistency in their settings and adjustably for seasonal changes. These strategies have been proven to reduce the environmental performance of buildings. The additional benefits of this system is automatic monitoring and alerts for system performance issues which, can have a significant impact on energy consumption and occupant comfort.

Justification

Why are you proposing this project now?

A building automation system was a recommendation of the facilities strategic plan.

Why is this project a high priority?

This system will help the facilities division support the community plan for environmental sustainability.

When would you like this project delivered? 2022

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: _____

How will you measure the quantitative success of the project?

HVAC across city buildings can be monitored and adjusted remotely by facilities staff.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Lee Ann Skipton
Functional Area Manager

Date

Project Name	Sustainability EMS System	
Functional Area	Facilities	
Manager	Lee Ann Skipton	
Department	Parks	
Director	Carrie Hite	
Lead	Lee Ann Skipton	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	11/10/2022	
Project Budget		
Budget 2021-2026	\$490,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$490,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary

Project Name: Sustainability EMS System

Project ID: 0

Concept No.: 0

Created By: ECD

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$0	Low	25%	\$0	\$0
Final Design	\$0	Low	25%	\$0	\$0
Construction	\$356,515	Low	25%	\$89,129	\$446,000
Right of Way	\$0	Medium	30%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$446,000

Project Escalation

\$45,715

Year of cost index:	2020
Midpoint of Construction:	2022
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST

\$491,715

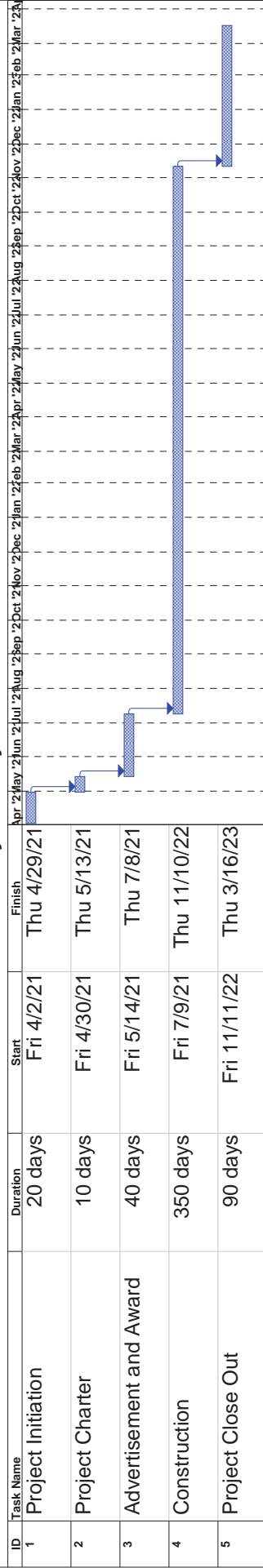
Annual Maintenance and Operations Cost

\$0

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Sustainability EMS System Schedule



Boilerplate CIP Schedule
Date: Thu 2/13/20

Task		Rolled Up Progress		External Milestone		Duration-only		Progress	
Milestone		External Tasks		Inactive Task		Manual Summary Rollup		Deadline	
Summary		Project Summary		Inactive Milestone		Manual Summary			
Rolled Up Task		Split		Inactive Summary		Start-only			
Rolled Up Milestone		Rolled Up Split		Manual Task		Finish-only			



CIP Business Case Rating Form

Project Name Environmental Sustainability - Building Automation System (EMS)

Functional Manager Lee Ann Skipton Title Facilities Manager Ext. _____

Functional Lead TBD Title Sustainability Mgr Ext. _____

Department Parks

Functional Area(s) General Government/Facilities

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
1	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
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		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
3	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

12 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Light Form

Project Name Targeted Safety Improvement Project - RRFB (NE 116th Street and 159th Avenue)

Functional Manager Paul Cho Title TOSE Manager Ext. 2751

Functional Lead Gina Schroeder Title Program Administrator Ext. 2857

Department Public Works

Functional Area(s) Transportation

Location *(enter address or coordinates, if multiple locations, attach list)*
(NE 116th Street and 159th Avenue)

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type New infrastructure

Description *(1 or 2 sentences)*

Install new Solar RRFB crossing, curb ramp and minor sidewalk installation

Project Scope *(list of what's included)*

Solar Panel
Signs
Pavement Markings
RRFB Assemblies
Concrete Curb and sidewalk

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	TSIP - RRFB NE 116th St & 159 Ave NE	
Functional Area	Transportation	
Manager	Paul Cho	
Department	Transportation Operations	
Director	Dave Juarez	
Lead	Gina Schroeder	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	3/10/2023	
Project Budget		
Budget 2021-2026	\$145,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$145,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary

Project Name: TSIP - RRFB NE 116th St & 159 Ave NE (2023)
Project ID: 0 **Created By:** Aaron Noble
Concept No.: 0 **Date:**

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$8,290	Low	25%	\$2,072	\$11,000
Final Design	\$10,840	Low	25%	\$2,710	\$14,000
Construction	\$63,767	High	40%	\$25,507	\$90,000
Right of Way	\$2,640	High	40%	\$1,056	\$4,000
Estimate of Probable Cost (2017)			Subtotal		\$119,000

Project Escalation **\$25,646**

Year of cost index:	2019
Midpoint of Construction:	2023
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST **\$144,646**

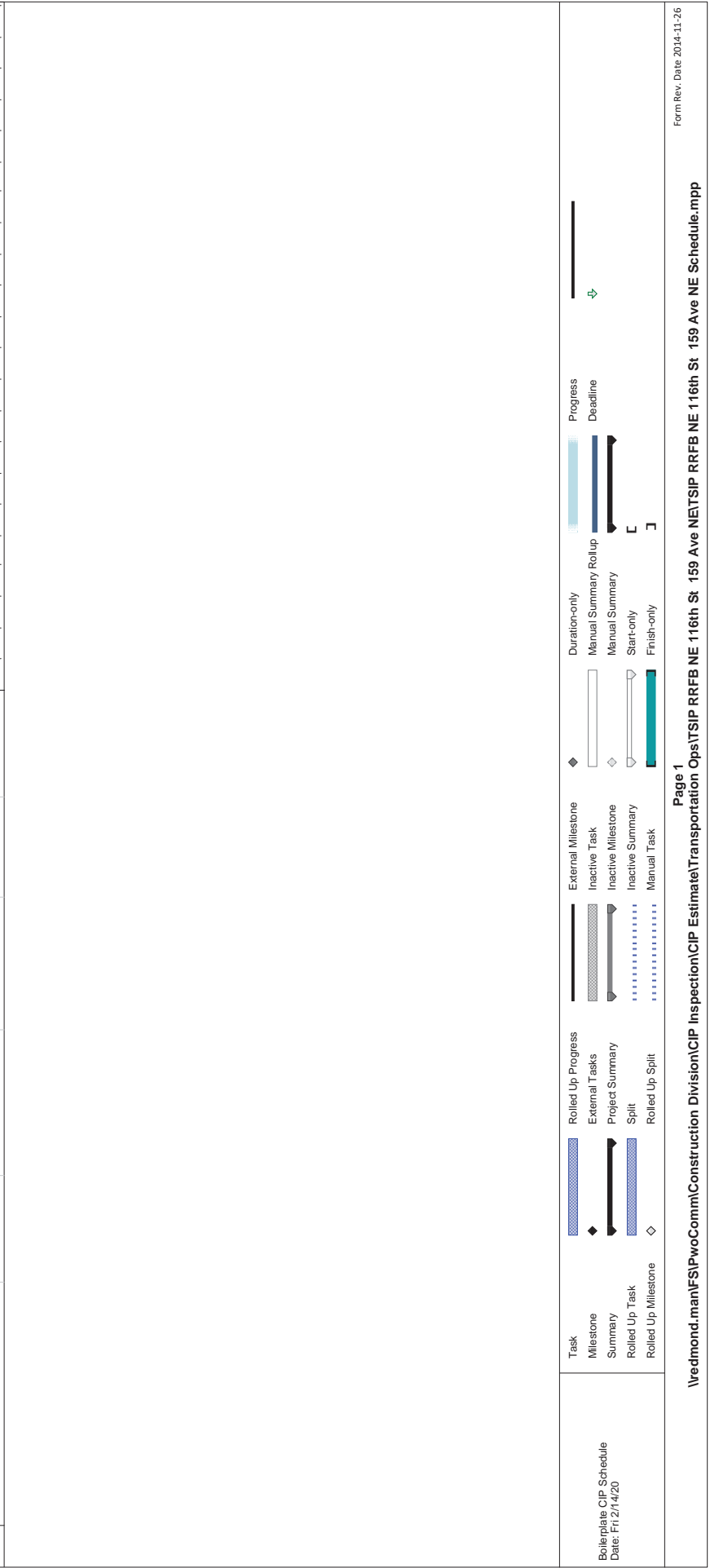
Annual Maintenance and Operations Cost **\$0**

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule TSIP RRFB NE 116th St 159 Ave NE Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	Project Initiation	20 days	Mon 10/4/21	Fri 10/29/21		
2	Project Charter	50 days	Mon 11/1/21	Fri 1/7/22 1		
3	Preliminary Design	70 days	Mon 1/10/22	Fri 4/15/22 2		
4	Permitting	30 days	Mon 4/18/22	Fri 5/27/22 3		
5	Right-of-Way/Real Property	60 days	Mon 4/18/22	Fri 7/8/22 3		
6	Final Design	60 days	Mon 7/11/22	Fri 9/30/22 5		
7	Advertisement and Award	90 days	Mon 10/3/22	Fri 2/3/23 6		
8	Construction	25 days	Mon 2/6/23	Fri 3/10/23 7		
9	Project Close Out	90 days	Mon 3/13/23	Fri 7/14/23 8		



Task
 Milestone
 Summary
 Rolled Up Task
 Rolled Up Milestone

External Milestone
 Inactive Task
 Inactive Milestone
 Inactive Summary
 Manual Task

Duration-only
 Manual Summary Rollup
 Manual Summary
 Start-only
 Finish-only

Progress
 Deadline



CIP Business Case Rating Form

Project Name TSIP - RRFB NE 116th St & 159 Ave NE

Functional Manager Paul Cho Title Transportation Manager Ext. 2751

Functional Lead Gina Schroeder Title Program Administrator Ext. 2857

Department Public Works

Functional Area(s) Transportation Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

15 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Light Form

Project Name RRFB Wired Crossings

Functional Manager Paul Cho Title TOSE Manager Ext. 2751

Functional Lead Gina Schroeder Title Program Administrator Ext. 2857

Department Public Works

Functional Area(s) Transportation

Location *(enter address or coordinates, if multiple locations, attach list)*

180 Ave NE @ NE 70 St & 161 Ave NE @ NE 81 ST

Geographic Area Overlake

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type New infrastructure

Description *(1 or 2 sentences)*

Install 2 new RRFB (Rectangular Rapid Flashing Beacon) crosswalks.

Project Scope *(list of what's included)*

Design
Trenching for power connection
ADA ramps and sidewalk
Concrete refuge island
RRFB assemblies including signs, flashers and push buttons
Crosswalk Warning signs and posts

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	TSIP- Two RRFB crossings	
Functional Area	Transportation Operations	
Manager	Paul Cho	
Department	Public Works	
Director	Dave Juarez	
Lead	TBD	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	10/29/2021	
Project Budget		
Budget 2021-2026	\$210,290	
Project Budget is based on	0	% Design*
Total Project Budget	\$226,000	
Projected Spent through 2020	\$15,710	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary	
Project Name: TSIP- Two RRFB crossings	Created By: Aaron Noble
Project ID: 0	Date:
Concept No.: 0	

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$15,710	Low	25%	\$3,927	\$20,000
Final Design	\$20,544	Medium	30%	\$6,163	\$27,000
Construction	\$120,844	Medium	30%	\$36,253	\$158,000
Right of Way	\$0	Medium	30%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$205,000

Project Escalation	\$21,013
Year of cost index:	2019
Midpoint of Construction:	2021
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST **\$226,013**

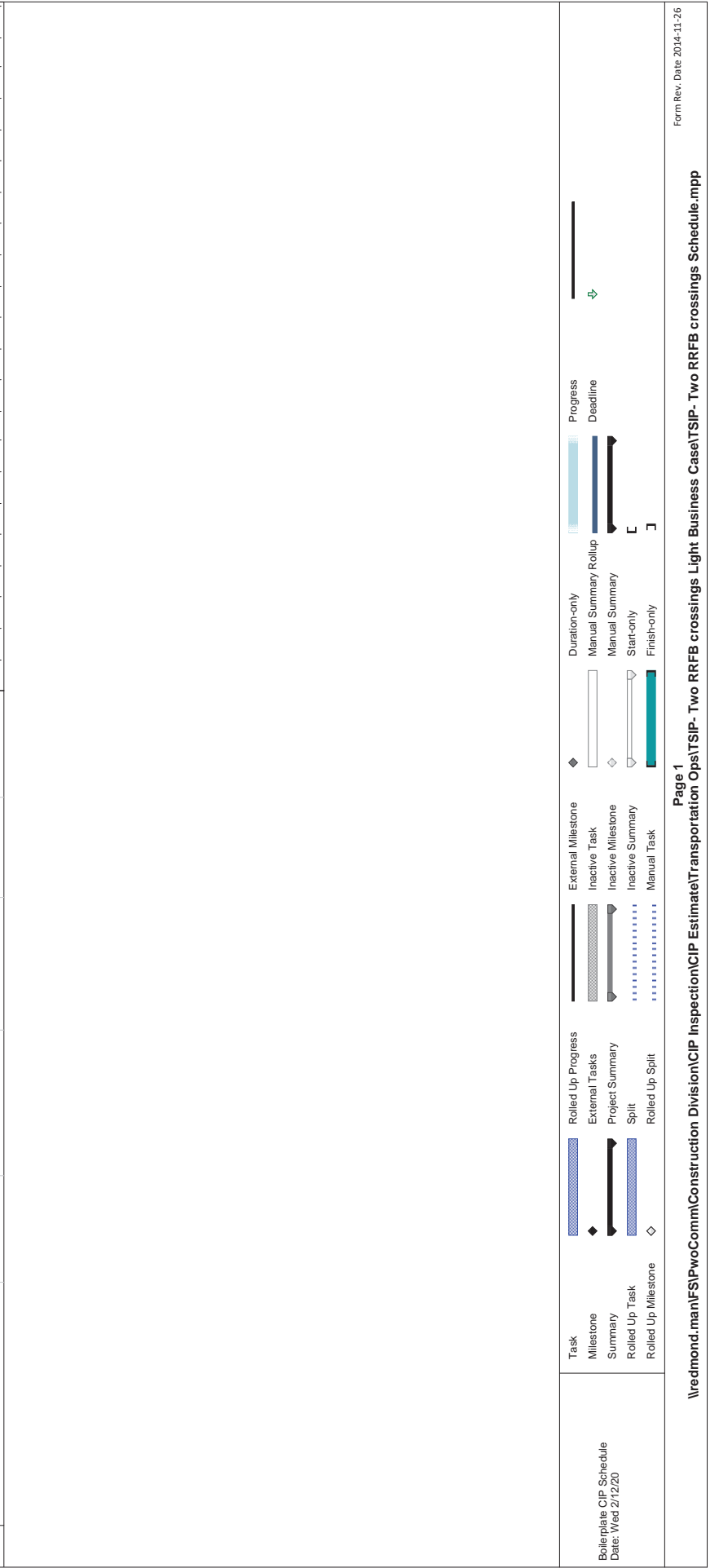
Annual Maintenance and Operations Cost	\$0
---	------------

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule TSIP- Two RRFB crossings Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	Project Initiation	20 days	Mon 6/1/20	Fri 6/26/20		
2	Project Charter	50 days	Mon 6/29/20	Fri 9/4/20 1		
3	Preliminary Design	70 days	Mon 9/7/20	Fri 12/11/20 2		
4	Permitting	30 days	Mon 12/14/20	Fri 1/22/21 3		
5	Right-of-Way/Real Property	60 days	Mon 12/14/20	Fri 3/5/21 3		
6	Final Design	50 days	Mon 3/8/21	Fri 5/14/21 5		
7	Advertisement and Award	90 days	Mon 5/17/21	Fri 9/17/21 6		
8	Construction	30 days	Mon 9/20/21	Fri 10/29/21 7		
9	Project Close Out	90 days	Mon 11/1/21	Fri 3/4/22 8		



Task Legend:

- Task: Solid blue bar
- Milestone: Diamond symbol
- Summary: Dashed blue bar
- Rolled Up Task: Blue bar with diagonal lines
- Rolled Up Milestone: Diamond symbol
- Rolled Up Progress: Blue bar with horizontal lines
- External Task: Solid black bar
- External Milestone: Diamond symbol
- Inactive Task: Dotted black bar
- Inactive Milestone: Diamond symbol
- Inactive Summary: Dotted blue bar
- Inactive Manual Task: Dotted black bar
- Manual Task: Solid black bar
- Manual Summary: Dotted black bar
- Manual Milestone: Diamond symbol
- Manual Rollup: Solid black bar with diamond at end
- Start-only: Blue bar with arrow at end
- Finish-only: Blue bar with arrow at start
- Progress: Blue bar with arrow at end
- Deadline: Black bar with arrow at end



CIP Business Case Rating Form

Project Name RRFB Wired Crossings

Functional Manager Paul Cho Title TOSE Manager Ext. 2751

Functional Lead Gina Schroeder Title Program Administrator Ext. 2857

Department Public Works

Functional Area(s) Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
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		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

15 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Light Form

Project Name Viewpoint AC Waterline Replacement - Phase 1

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Jeff Thompson Title Senior Engineer Ext. 2884

Department Public Works

Functional Area(s) Stormwater

Location *(enter address or coordinates, if multiple locations, attach list)*

Area between 177th Ave. NE & 180th Ave. NE and NE 34th St and NE 33rd St

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description *(1 or 2 sentences)*

The water system in this area of the Viewpoint Neighborhood consists of asbestos cement pipe (3,100 ft). This pipe is old and brittle and has experienced numerous breaks and needs to be replaced.

Project Scope *(list of what's included)*

The water system in the single family housing area of the Viewpoint neighborhood consists of mainly asbestos cement (AC) pipe. This pipe is old and brittle and has experienced numerous watermain breaks. It needs to be replaced with ductile iron pipe. The City's goal would be to replace about 3,100 feet during this project, along with fire hydrants and air-vacs. Furthermore, the project would be required to upgrade the sidewalk curb ramps everywhere the crosswalk or intersection sidewalk was disturbed.

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager _____

Date _____

Project Name	Viewpoint AC Pipe Replacement - Phase 1	
Functional Area	EUSD	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Jeff Thompson	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	9/9/2022	
Project Budget		
Budget 2021-2026	\$4,410,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$4,410,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Utilities Cost Estimate

Project Cost Summary

Project Name: Viewpoint AC Pipe Replacement - Phase 1
Project ID: 0 **Created By:** ECD
Concept No.: 0 **Date:** 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$251,577	Low	25%	\$62,894	\$315,000
Final Design	\$328,985	Medium	30%	\$98,696	\$428,000
Construction	\$1,935,207	High	40%	\$774,083	\$2,710,000
Right of Way	\$0	Low	25%	\$0	\$0

IV. Estimate of Probable Cost (2017) Subtotal \$3,453,000

V. Project Escalation	\$954,001
Year of cost index:	2017
Midpoint of Construction:	2022
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST \$4,407,001

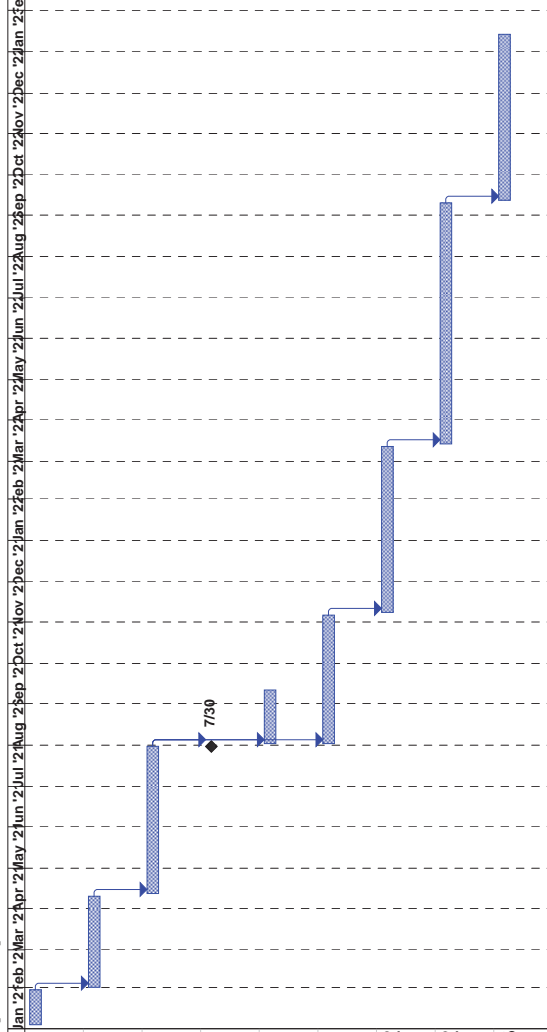
VI. Annual Maintenance and Operations Cost	\$4,960
---	----------------

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Viewpoint AC Pipe Replacement - Phase 1

ID	Task Name	Duration	Start	Finish
1	Project Initiation	20 days	Mon 1/4/21	Fri 1/29/21
2	Project Charter	50 days	Mon 2/1/21	Fri 4/9/21
3	Preliminary Design	80 days	Mon 4/12/21	Fri 7/30/21
4	Permitting	0 days	Fri 7/30/21	Fri 7/30/21
5	Right-of-Way/Real Property	30 days	Mon 8/2/21	Fri 9/10/21
6	Final Design	70 days	Mon 8/2/21	Fri 11/5/21
7	Advertisement and Award	90 days	Mon 11/8/21	Fri 3/11/22
8	Construction	130 days	Mon 3/14/22	Fri 9/9/22
9	Project Close Out	90 days	Mon 9/12/22	Fri 11/13/23



Task Milestone Summary Rolled Up Task Rolled Up Milestone

Rolled Up Progress External Task Project Summary Split Rolled Up Split

External Milestone Inactive Task Inactive Milestone Inactive Summary Manual Task

Duration-only Manual Summary Rollup Manual Summary Start-only Finish-only

Progress Deadline

Boilerplate CIP Schedule
 Date: Wed 1/22/20



CIP Business Case Standard Form

Project Name Wastewater Pipe Lining

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Emily Flanagan Title Senior Engineer Ext. 2707

Department Public Works

Functional Area(s) Wastewater

Location (enter address or coordinates, if multiple locations, attach list)
varies

Geographic Area Neighborhoods

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Renovation

Description (1 or 2 sentences)

Repair pipes identified by Asset Management risk prioritization. Line pipe to restore pipe function and extend useful life of the pipes.

Project Scope (list of what's included)

Line pipes using CIPP.
6 pipes, 1145 ft of 8" pipe.

wwPi1248
wwPi149
wwPi1651
wwPi2790
wwPi2968
wwPi2999

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Maintain existing pipes and prolong their useful life.

Justification

Why are you proposing this project now?

CIPP is a cost effective way to prolong the life of pipes. It is good asset management practice to do regular upkeep on existing infrastructure.

Why is this project a high priority?

These pipes were evaluated using the pipe condition asset management method. These pipes scored the highest of all stormwater pipes, that could be repaired with CIPP.

When would you like this project delivered? 2023

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: _____

How will you measure the quantitative success of the project?

Length of wastewater pipe repaired.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	Wastewater Pipe Lining	
Functional Area	Wastewater	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Emily Flanagan	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	8/11/2023	
Project Budget		
Budget 2021-2026	\$480,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$480,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Utilities Cost Estimate

Project Cost Summary

Project Name: Wastewater Pipe Lining

Project ID: 0

Concept No.: 0

Created By: ECD

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$33,123	Low	25%	\$8,281	\$42,000
Final Design	\$43,315	Low	25%	\$10,829	\$55,000
Construction	\$254,792	Low	25%	\$63,698	\$319,000
Right of Way	\$0	Low	25%	\$0	\$0

IV. Estimate of Probable Cost (2017) Subtotal \$416,000

V. Project Escalation \$65,573

Year of cost index:	2020
Midpoint of Construction:	2023
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST \$481,573

VI. Annual Maintenance and Operations Cost \$0

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Wastewater

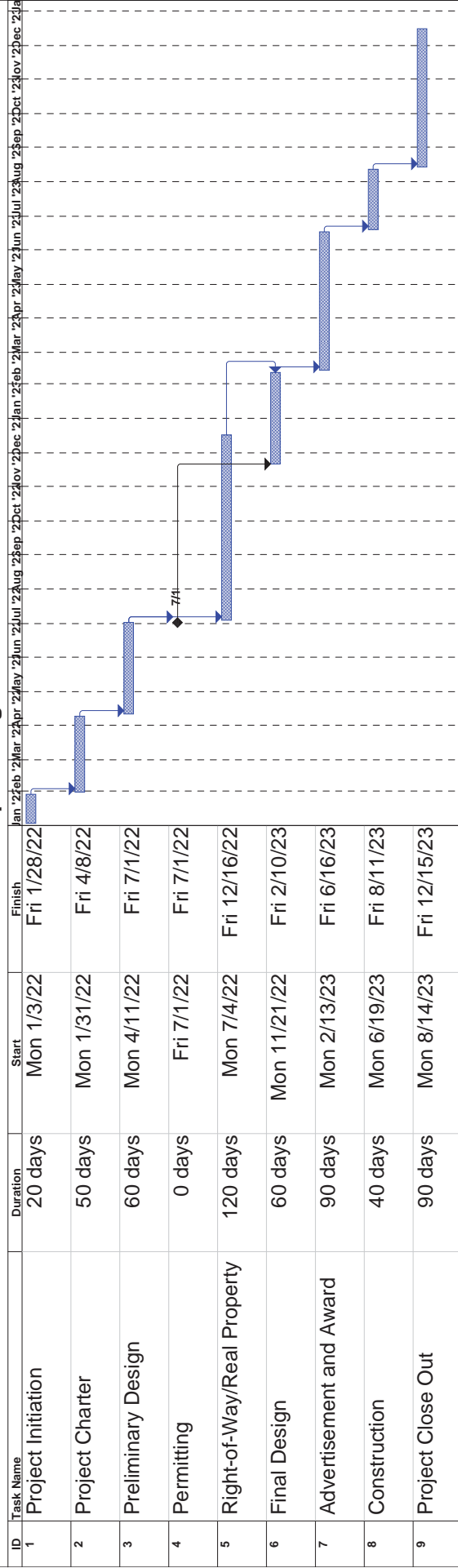
Item	Unit	Unit Cost	Quantity	Cost
Water Pollution/Erosion Control	%	0%	0	\$0.00
SPCC Plan	LS	\$0	0	\$0
Traffic Control	%	0%	0	\$0.00
Potholing	EA	\$1,640	2	\$3,280
Removal of Structures and Obstructions	LS	\$2,730	1	\$2,730
Trenchless Pipe Replacement 12"	LF	\$80	1145	\$91,600
Trenchless Pipe Replacement 12"	LF	\$100	0	\$0
Trenchless Pipe Replacement 12"	LF	\$150	0	\$0
Trenchless Pipe Replacement 15"	LF	\$180	0	\$0
Trenchless Pipe Replacement 18"	LF	\$260	0	\$0
12" Bypass	EA	\$6,000	6	\$36,000
15" Bypass	EA	\$7,000	0	\$0
18" Bypass	EA	\$12,000	0	\$0
Subtotal				\$133,610
Contractor overhead, profit, and mobilization			10%	\$13,361
Washington State Sales Tax			0%	\$0
Construction Contingency			0%	\$0
Subtotal Construction Costs				\$146,971
City Staff Time			0%	\$0
Administration and engineering design			0%	\$0
Design Contingency			0%	\$0
Permitting			\$ -	\$ -
Land acquisition and easements	SF	\$5	0	\$0
Total Project Cost				\$147,000

Quantity	
6	pipes (EA)
1145	8" pipe length (LF)
0	10" pipe length (LF)
0	12" pipe length (LF)
0	15" pipe length (LF)
0	18" pipe length (LF)

*pipe length and size obtained from SW pipe assessment

assume 2 potholes needed for every 10 pipes
 assume 1 obstruction every 10 pipes

Project Schedule Wastewater Pipe Lining Schedule



Task
 Milestone
 Summary
 Rollover Task
 Rollover Milestone

Rolled Up Progress
 External Task
 Project Summary
 Split
 Rolled Up Split

External Milestone
 Inactive Task
 Inactive Milestone
 Manual Task

Duration-only
 Manual Summary Rollup
 Manual Summary
 Start-only
 Finish-only

Progress
 Deadline



CIP Business Case Rating Form

Project Name Wastewater Pipe Lining

Functional Manager Gary Schimek Title EUSD Manager Ext. 2742

Functional Lead Emily Flanagan Title Senior Engineer Ext. 2707

Department Public Works

Functional Area(s) Wastewater

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
0	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
3	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
3	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

6 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



CIP Business Case Standard Form

Project Name Water Main Replacement (NE 60th St Crossing of SR520)

Functional Manager Gary Schimek Title Engineering Manager Ext. 2742

Functional Lead Jeff Thompson Title Engineer Ext. 2884

Department Public Works

Functional Area(s) Water

Location (enter address or coordinates, if multiple locations, attach list)
NE 60th St & SR520

Geographic Area Overlake

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type Replacement

Description (1 or 2 sentences)

Construct a new 12" ductile iron waterline across SR520 and hung under the NE 60th Street Bridge to replace the existing water line that runs under SR520.

Project Scope (list of what's included)

Construct new 12" ductile iron waterline across SR520 and hung under the NE 60th St bridge. The pipe will be direct buried where available and hung from the underside of the bridge where necessary. The existing 8" ductile iron waterline that runs under SR520 will be abandoned. Impacted roadway will be repaired and overlaid. Additional waterline fittings would need to be replaced on both ends of the existing pipe to allow for the abandonment of the pipe. Also, a couple more 12" gate valves would be needed to properly valve off sections of the waterline for maintenance.

Project Management Construction Division Functional Area Other

Is Real Property support needed? Yes No

IS TIS support needed? Yes No

What other Functional Areas could be impacted by this project? (check all that apply) None

Facilities Fire Parks Planning Police

Stormwater Transportation Wastewater Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Install approximately 900 feet of 12" ductile iron waterline and abandon the existing 8" ductile iron and asbestos containing pipe that runs under SR520.

Justification

Why are you proposing this project now?

The pipe is 50-yr 8-inch diameter ductile iron pipe is located under the freeway. Given the age, this pipe has a high potential to break and would be very difficult to repair.

Why is this project a high priority?

This project is a high priority due to the likelihood and consequences of failure coupled with the fact that the City will be able to have this project constructed as a betterment to the ST Project.

When would you like this project delivered? 2021

How are you expecting this project to be funded? *(check all that apply, describe other)*

CIP Fund Grants Partnership Other: CIP & Partner with ST

How will you measure the quantitative success of the project?

Having a larger waterline moving more water between sides of SR520 resulting in better fire flows and the ability to more easily maintain it during an emergency event.

Was this project previously approved in the 2021-2024 CIP? Yes No

If Yes, has it changed? Yes No

Project Readiness

Yes No Do you have staff capacity to support this project?

Yes No Are scope and objectives set?

Yes No Are all external feasibility issues resolved?

Yes No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

Yes

No. If Yes, explain.

WSDOT owns the bridge and must review and approve design. Coordinate with Sound Transit, too.

I have reviewed and am approving this project for schedule and cost estimate development.

Gary M. Schimek, P.E.
Functional Area Manager

02/12/2020
Date

Project Name	Water Main Replacemnt NE60 and SR 520	
Functional Area	EUSD	
Manager	Gary Schimek	
Department	Public Works	
Director	Dave Juarez	
Lead	Jeff Thompson	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	9/30/2021**	
Project Budget		
Budget 2021-2026	\$2,150,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$2,150,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p> <p>** Sound Transit betterment schedule not final yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Utilities Cost Estimate

Project Cost Summary

Project Name: Water Main Replacement NE 60 and SR 520
Project ID: 0 **Created By:** ECD
Concept No.: 0 **Date:** 1/17/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$152,118	Low	25%	\$38,029	\$191,000
Final Design	\$187,222	Low	25%	\$46,805	\$235,000
Construction	\$1,170,137	Medium	30%	\$351,041	\$1,522,000
Right of Way	\$0	Low	25%	\$0	\$0
IV. Estimate of Probable Cost (2017)			Subtotal		\$1,948,000

V. Project Escalation **\$199,670**

Year of cost index:	2019
Midpoint of Construction:	2021
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST **\$2,147,670**

VI. Annual Maintenance and Operations Cost **\$960**

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.



CIP Business Case Rating Form

Project Name Water Main Replacement (NE 60th St Crossing of SR520)

Functional Manager Gary Schimek Title Engineering Manager Ext. 2742

Functional Lead Jeff Thompson Title Engineer Ext. 2884

Department Public Works

Functional Area(s) Water

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
1	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
0	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
0	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
5	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
5	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

16 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

02/12/2020

Date



CIP Business Case Light Form

Project Name Willows Road Phase I

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Peter Dane Title Senior Planner Ext. 2816

Department Planning

Functional Area(s) Transportation

Location *(enter address or coordinates, if multiple locations, attach list)*

Willows Road between the 9900 Block Signal and 124th Street

Geographic Area Overlake

CIP Status Exists on 2019-2024 CIP Proposed in Last CIS (not funded) New

Project Type New infrastructure

Description *(1 or 2 sentences)*

Install two new signals, one at Willows Creek and one at Physio Control, and add 1,000 feet of new turn lane

Project Scope *(list of what's included)*

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	New_Willows Road Phase I	
Functional Area	Transportation	
Manager	Don Cairns	
Department	Planning	
Director	Carol Helland	
Lead	Peter Dane	
Construction PM (if assigned)	N/A	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	8/9/2024	
Project Budget		
Budget 2021-2026	\$4,212,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$4,127,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Roadway Cost Estimate

Project Cost Summary

Project Name: New_Willows Road Phase I

Project ID: 0

Concept No.: 0

Created By: Aaron Noble

Date:

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$235,660	High	40%	\$94,264	\$330,000
Final Design	\$308,170	High	40%	\$123,268	\$432,000
Construction	\$1,812,767	High	40%	\$725,107	\$2,538,000
Right of Way	\$0	Medium	30%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$3,300,000

Project Escalation

\$911,730

Year of cost index:	2019
Midpoint of Construction:	2024
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST

\$4,211,730

Annual Maintenance and Operations Cost

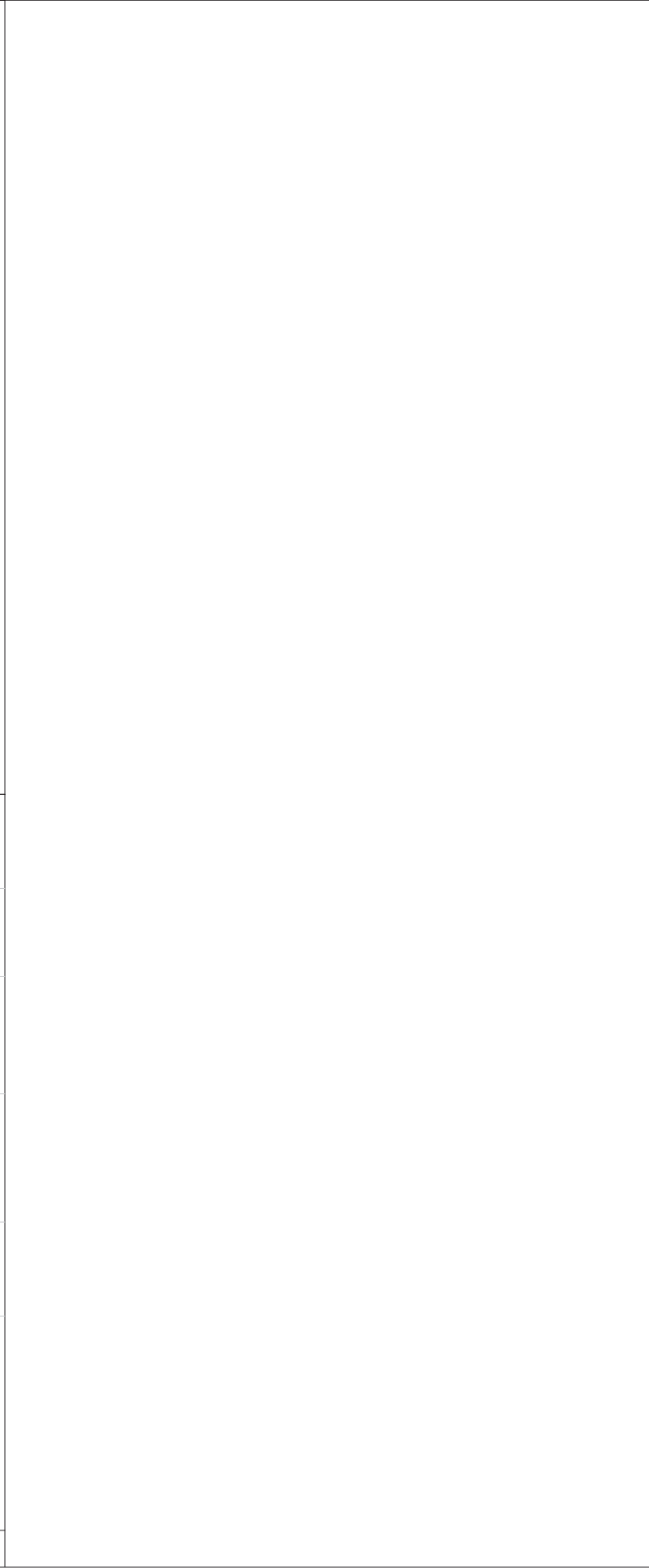
\$2,369

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the ACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule New_Willows Road Phase I Schedule

ID	Task Name	Duration	Start	Finish	Predecessors	Resource Names
1	Project Initiation	20 days	Mon 8/1/22	Fri 8/26/22		
2	Project Charter	50 days	Mon 8/29/22	Fri 11/4/22		
3	Preliminary Design	100 days	Mon 11/7/22	Fri 3/24/23		
4	Permitting	30 days	Mon 3/27/23	Fri 5/5/23		
5	Right-of-Way/Real Property	60 days	Mon 3/27/23	Fri 6/16/23		
6	Final Design	90 days	Mon 6/19/23	Fri 10/20/23		
7	Advertisement and Award	90 days	Mon 10/23/23	Fri 2/23/24		
8	Construction	120 days	Mon 2/26/24	Fri 8/9/24		
9	Project Close Out	90 days	Mon 8/12/24	Fri 12/13/24		



Task Milestone Summary Rolled Up Task Split Rolled Up Milestone Rolled Up Progress External Tasks Project Summary Inactive Milestone Inactive Summary Manual Task Duration-only Manual Summary Rollup Manual Summary Start-only Finish-only Progress Deadline



CIP Business Case Rating Form

Project Name Willows Road Phase I

Functional Manager Don Cairns Title TP&E Manager Ext. 2834

Functional Lead Peter Dane Title Senior Planner Ext. 2816

Department Planning

Functional Area(s) Transportation

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
0	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
		3 Project in 30-100% design, approved business case
		1 Project is in 2019-20 CIP and/or has been initiated, 0-30% design, alternatives analysis/business case completed
		0 Project is not included in current 2019-20 CIP
0	II. Impact to grant funding if investment is not included in 2019-24 CIP	5 Project already has some construction funding, and if not funded in the 2021-26 CIP, project would lose greater than 50% of its total project costs from outside funding sources.
		3 If not funded, project would lose less than 50% of its total project cost from outside funding sources.
		1 Grants applied for.
		0 No grants have been applied for.
5	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
		1 n/a
		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
1	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
5	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
		0 No unsafe health, life-safety issues are associated with project.

CIP Business Case – Rating Form

Score	Category	Rating Guidance
0	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
		3 Asset is in poor condition. <i>Significant</i> maintenance or <i>partial</i> rehabilitation is required, and consequences are moderate if the asset fails.
		1 Asset is in fair condition. Some <i>corrective</i> maintenance is necessary to increase performance or extend useful life, and consequences are low if the asset fails.
		0 Project has <i>no substandard</i> physical condition to remedy, no negative consequences.
0	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

11 Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date

Partnerships

Project	Partnerships	Impacts of Not Completing
152nd Avenue NE Improvements (NE 24th Street to NE 28th Street)	Grants, Sound Transit	Impacts ability to advance implementation of 152nd Avenue as the main street for Overlake Village. Repay expended grant funds, return grant awards, break agreement with Sound Transit to construct right turn lane on 152nd.
City Center Groundwater Protection - NE 90th Street Pond Retrofit	Grant	The impact would be a lost opportunity to improve water quality entering the Sammamish River and improvements related to O&M efficiencies.
Community Facilities District - NE 40th Street Stormwater Trunk Extension Phase 2	Grants, Community Facilities District	The impact would be a lost opportunity to improve water quality entering Lake Sammamish from SR 520 polluted runoff.
Connecting Washington Project - State Route 520 Trail Grade Separation at NE 40th Street	Connecting WA, Community Facilities District	Under construction. Repay monies spent to date from Washington State Connecting Washington funding package.

<p>Cycle Track - 156th Avenue NE (NE 28th Street to NE 31st Street and NE 36th Street to NE 40th Street)</p>	<p>Grant</p>	<p>Limits functionality of development funded 156th Avenue cycle track (31st Street to 36th Street). Lose Sound Transit grant funding to help pay for project.</p>
<p>Fire Station 14 Seismic Retrofit</p>	<p>Fire District 34</p>	<p>Fire station will not meet operational stability standards. Project start date Dec. 2020. Project is funded by Fire District 34.</p>
<p>Fire Station 18 Seismic Retrofit</p>	<p>Fire District 34</p>	<p>Fire station will not meet operational stability standards. Project start date Dec. 2020. Project is funded by Fire District 34.</p>
<p>Intersection Improvement Project - Redmond Way and East Lake Sammamish Parkway</p>	<p>Sound Transit</p>	<p>Unable to advance vehicle, bicycle, and pedestrian improvements. Break Sound Transit agreement.</p>
<p>Intersection Improvement Project - Redmond Way and NE 70th Street</p>	<p>Grant, Sound Transit</p>	<p>Unable to advance transportation investment supporting growth in Marymoor Village. Repay grant funds spent to date and breaks agreement with Sound Transit.</p>

Overlake Village Pedestrian Bridge	Grants, Sound Transit	Will be substantially complete in 2020 with final payments in 2021. Breaks agreement with Sound Transit.
Pavement Management Project - NE 90th Street (Willows Road to State Route 202)	Grant	Roadway continues to degrade to potentially unsafe levels. Current City-wide pavement index values are already below standards for arterials streets. City loses federal grant funding.
Pavement Management Project - West Lake Sammamish Parkway (North of Marymoor to Leary Way)	Grant	Roadway continues to degrade to potentially unsafe levels. Current City-wide pavement index values are already below standards for arterials streets. City loses federal grant funding.
Pavement Management Project- Avondale Road (North of Union Hill Road to Novelty Hill Road)	Grant	Roadway continues to degrade to potentially unsafe levels. Current City-wide pavement index values are already below standards for arterials streets. City loses federal grant funding.
Pedestrian and Bicycle Access - NE 40th Street Shared Use Path (156th Avenue NE to 163rd Avenue NE)	Grants	Stops extension of important east-west shared use path from SR 520 Trail and Redmond Technology Station to nearby land uses and future bicycle extensions to Idylwood Neighborhood. Repay grant funds spent to date on design and lose construction grant award.

Plaza Street Connection (Shen Street to 152nd Avenue NE)	WSDOT	Limits access to Overlake Village Light Rail Station and lose opportunity to construct with Overlake Access Ramp project in advance of Light Rail opening in 2023. Breaks agreement with WSDOT to construct the connection.
Pressure Reducing Valve (NE 51st Street Crossing of State Route 520)	Sound Transit	Sound Transit Betterment
Redmond Central Connector Improvements - Sound Transit Betterment	Sound Transit	Breaks agreement with Sound Transit which has a 50-50 partnership. Leaves Redmond Central Connector in an interim condition. In future, City would have to pay 100% of cost to complete.
Redmond Pool, Renovation	Grant, Private Contribution	Project is under construction and 95% complete. This funding is necessary to finish project.
Redmond Way Bridge Modification and NE 76th Street Widening	Grant, Sound Transit	Does not take advantage of mobility improvements on SR 202 at 76th Street by Sound Transit so City improvement will cost more in the future as a stand alone project. Repay grant funds spent to date. Breaks agreement with Sound Transit.

Willows Road Culvert Replacement	Grant	The impact would be a lost opportunity to remove fish barriers on Willow Creek and Gun Club creek to allow access to upstream rearing and spawning habitat.
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CIP Business Case Standard Form

Project Name _____

Functional Manager _____ Title _____ Ext. _____

Functional Lead _____ Title _____ Ext. _____

Department _____

Functional Area(s) _____

Location *(enter address or coordinates, if multiple locations, attach list)*

Geographic Area _____

CIP Status _____ Exists on 2019-2024 CIP _____ Proposed in Last CIS (not funded) _____ New

Project Type _____

Description *(1 or 2 sentences)*

Project Scope *(list of what's included)*

Project Management _____ Construction Division _____ Functional Area _____ Other

Is Real Property support needed? _____ Yes _____ No

IS TIS support needed? _____ Yes _____ No

What other Functional Areas could be impacted by this project? *(check all that apply)* _____ None

_____ Facilities _____ Fire _____ Parks _____ Planning _____ Police

_____ Stormwater _____ Transportation _____ Wastewater _____ Water

CIP Business Case – Standard Form

Project Objectives *(describe qualitative objectives of the project)*

Justification

Why are you proposing this project now?

Why is this project a high priority?

When would you like this project delivered? _____

How are you expecting this project to be funded? *(check all that apply, describe other)*

____ CIP Fund ____ Grants ____ Partnership ____ Other: _____

How will you measure the quantitative success of the project?

Was this project previously approved in the 2021-2024 CIP? ____ Yes ____ No

If Yes, has it changed? ____ Yes ____ No

Project Readiness

____ Yes ____ No Do you have staff capacity to support this project?

____ Yes ____ No Are scope and objectives set?

____ Yes ____ No Are all external feasibility issues resolved?

____ Yes ____ No Are other impacted functional areas committed to supporting this project?

If No on any explain.

Only projects with all Yes answers will be considered for the CIP.

CIP Business Case – Standard Form

Are there any other issues, conditions or requirements that could impact the ability of this project to proceed efficiently through design and construction?

_____ Yes _____ No. If Yes, explain.

I have reviewed and am approving this project for schedule and cost estimate development.

Functional Area Manager

Date

Project Name	Americans with Disabilities Act (ADA) Improvement Program	
Functional Area	Parks	
Manager	Jeff Aken	
Department	Parks	
Director	Carrie Hite	
Lead	Jeff Aken	
Construction PM (if assigned)	Rob Crittenden	
Project Schedule		
Proposed Delivery Date (Substantial Completion)	7/20/2022	
Project Budget		
Budget 2021-2026	\$910,000	
Project Budget is based on	0	% Design*
Total Project Budget	\$910,000	
Projected Spent through 2020	\$0	
<p>*<0% indicates conceptual level estimate prior to full project scope completion; 0% indicates scope is complete but design not started yet</p>		

City of Redmond
Planning Level Opinion of Probable Costs



Parks Cost Estimate

Project Cost Summary

Project Name: Americans with Disabilities Act (ADA) Improvement Program Parking

Project ID: 0

Created By: ECD

Concept No.: 0

Date: 1/20/2020

	Cost	Risk Assessment	Contingency		Total
			%	Amount	
Preliminary Design	\$62,772	Low	25%	\$15,693	\$79,000
Final Design	\$31,386	Low	25%	\$7,847	\$40,000
Construction	\$533,563	Low	25%	\$133,391	\$667,000
Right of Way	\$0	Low	25%	\$0	\$0
Estimate of Probable Cost (2017)			Subtotal		\$786,000

Project Escalation

\$123,894

Year of cost index:	2019
Midpoint of Construction:	2022
Escalation Rate:	5.00%

TOTAL ESTIMATE OF PROBABLE COST

\$909,894

Annual Maintenance and Operations Cost

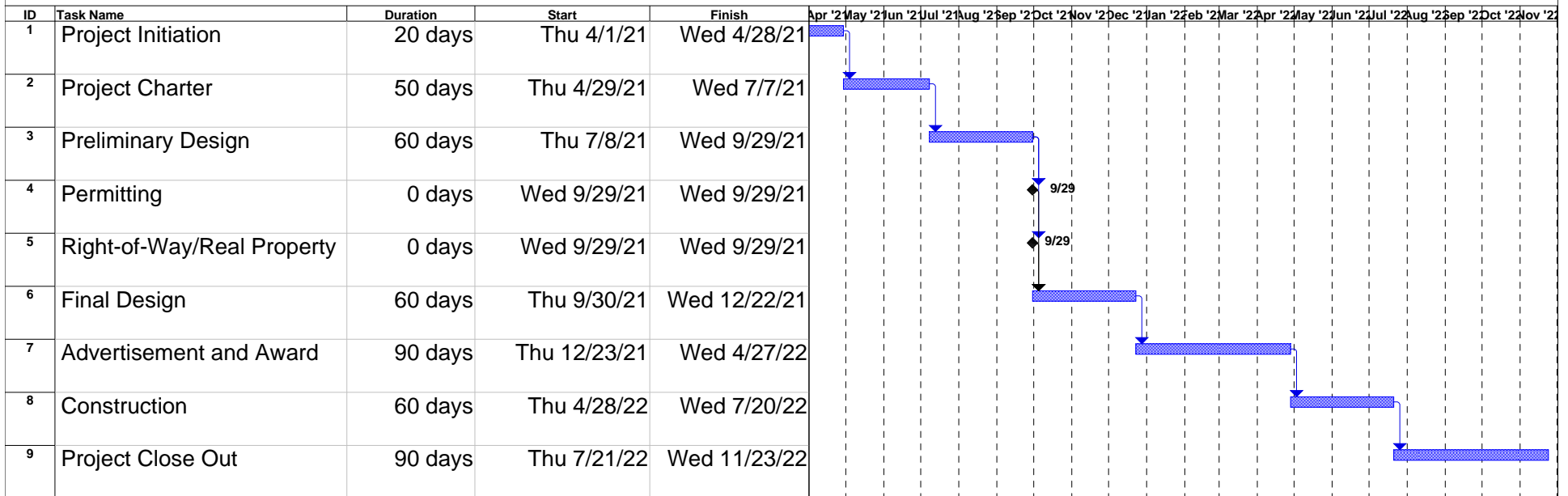
\$0

Park Size:		ACRE
Level of Effort	Low	
Unit Cost:	\$5,000.00	/ACRE

See Detail Sheets for Assumptions

The above cost opinion is in 2017 dollars for Comparative Level Evaluation of concepts, Class 4 or Class 5 (0% to 10% design) estimate of the AACE Cost Estimate Classification System. The cost does not include financial costs or operations and maintenance costs. In addition, there are no costs for the mitigation or remediation associated with the potential discovery of hazardous materials. The order of magnitude cost opinion shown has been prepared for guidance in project evaluation at the time of the estimate. The final costs of the project will depend on actual labor and material costs, actual site conditions, productivity, competitive market conditions, final project scope, final project schedule, and other variable factors. As a result, the final project costs will vary from the estimate presented above. Because of these factors, funding needs must be carefully reviewed prior to making specific financial decisions or establishing final budgets.

Project Schedule Americans with Disabilities Act (ADA) Improvement Program Parking and Pathway Schedule



Boilerplate CIP Schedule Date: Thu 2/6/20	Task		External Tasks		Inactive Milestone		Start-only	
	Milestone		Project Summary		Inactive Summary		Finish-only	
	Summary		Split		Manual Task		Progress	
	Rolled Up Task		Rolled Up Split		Duration-only		Deadline	
	Rolled Up Milestone		External Milestone		Manual Summary Rollup			
Rolled Up Progress		Inactive Task		Manual Summary				



CIP Business Case Rating Form

Project Name _____

Functional Manager _____ Title _____ Ext. _____

Functional Lead _____ Title _____ Ext. _____

Department _____

Functional Area(s) _____

Enter your project's score for each criteria noted below. For more information see [Citywide Rating Criteria](#).

Score	Category	Rating Guidance
	I. Status of Project in Current 2017-22 CIP	5 Contract awarded & project under construction
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	III. Investment supports an initiative by an elected official	5 The requested project is reflected in the Oct 2019 <i>Community Strategic Plan</i> .
		3 Project is not in the <i>Community Strategic Plan</i> but has been singled out as a priority by Mayor or Council
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		0 Project is not listed in <i>Community Strategic Plan</i> nor singled out as a priority by Mayor or Council.
	IV. Investment has federal or state mandate with hard deadlines	5 Consequences of noncompliance are punitive
		3 n/a
		1 Deadline can be deferred by negotiation or another method and progress by City can be demonstrated.
		0 Project is not impacted by a federal or state mandate.
	V. Investment eliminates or significantly reduces risk or addresses health, life-safety conditions	5 Project substantially prevents or remedies a significant health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		3 Project mitigates a deficient health, safety, security condition, or addresses customer problems and issues involving unsafe conditions or has clear safety compliance ramifications.
		1 Project will have a slight positive improvement on remedying a deficient health, safety, security condition, or in addressing customer problems and issues involving unsafe conditions.
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CIP Business Case – Rating Form

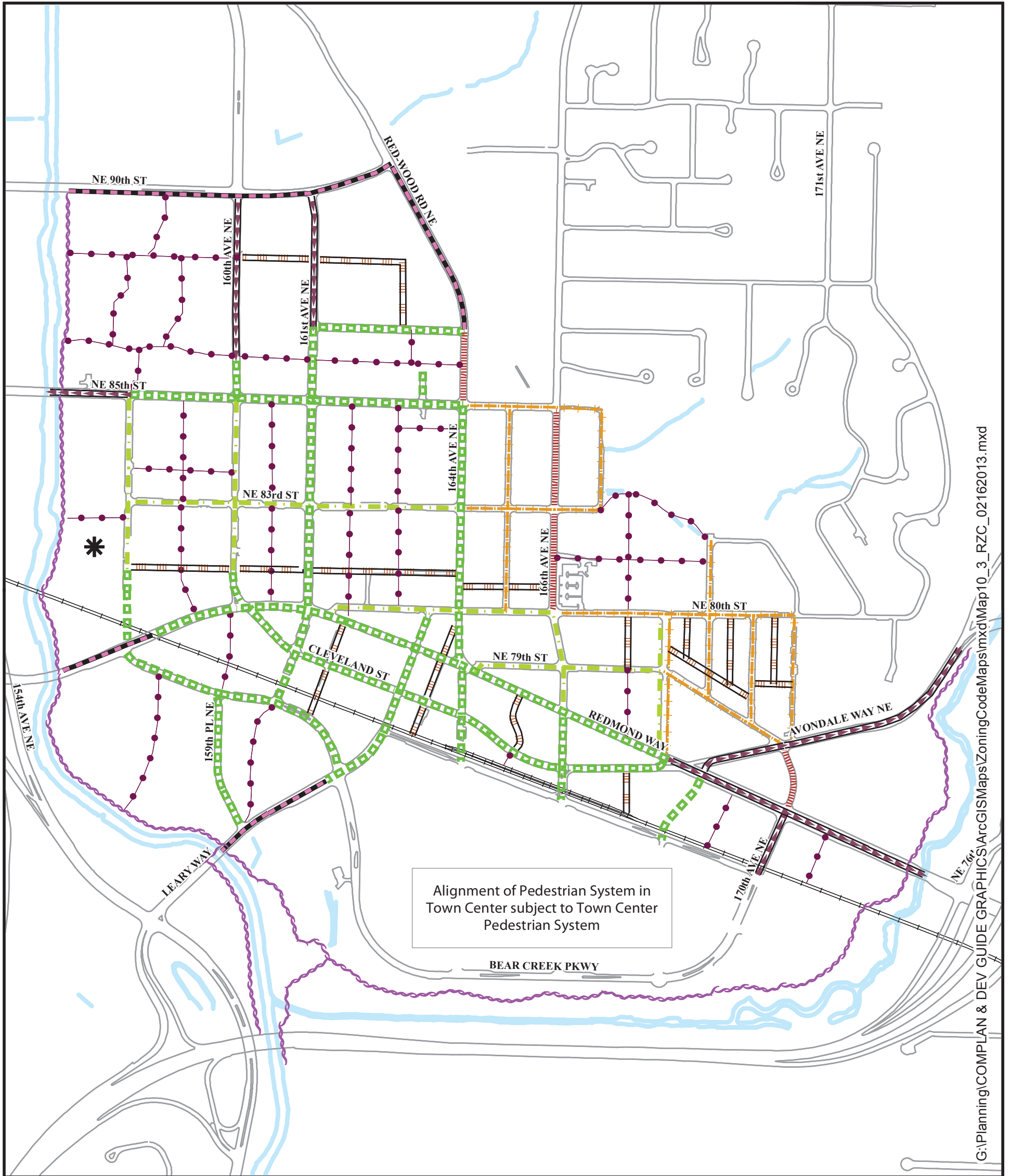
Score	Category	Rating Guidance
	VI. Investment is responsive to a substandard physical condition	5 Asset is in very poor condition. Requires <i>complete</i> rehabilitation or replacement. There is a high cost for on-going maintenance and/or the consequences are high if the asset fails.
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	VII. The infrastructure project's schedule aligns with time-sensitive schedules of private and public partnerships	5 Project's time-sensitive schedule is acknowledged by an actual or imminent funding agreement between the City and public or private parties.
		3 Contract is "in play" - preliminary stages of negotiation
		1 n/a
		0 Project schedule is not driven by an agreement between City and external parties.

_____ Total Score

I have reviewed the scope, schedule, cost estimate, and this rating and am approving this project for consideration for inclusion on the CIP.

Director

Date



G:\Planning\COMPLAN & DEV GUIDE GRAPHICS\ArcGIS\Maps\ZoningCodeMaps\Map10_3_RZC_02162013.mxd

Legend

- Type I: A 14 foot urban walkway with 4-feet for tree grates and pedestrian amenities, an 8-foot sidewalk, and a 2 foot setback area for planters and building modulation.
- Type II: A 14 foot urban walkway with 4-feet for tree grates and pedestrian amenities, an 8-foot sidewalk, and a 2 foot setback area for planters and building modulation.
- Residential uses may be allowed on street frontage (ground floor) of Type II Pedestrian Streets per multi-family regulations for Old Town, Anderson Park, Bear Creek, Sammamish Trail, Town Square, River Bend and River Trail zones, RZC 21.10.
- Type III: A 25-foot landscaped walkway with a 5-foot parkway for street trees, a 6-foot sidewalk, and 14-feet of landscaped yard area.
- Type IV: A 20-foot landscaped walkway with a 5-foot parkway for street trees, 8-foot sidewalk, and 7-feet of planting/plaza area.
- Type V: A 30-foot landscaped walkway with 5-foot planter strip for trees, 8-foot sidewalk and 17-feet of planting/plaza area.
- BNSF Railroad: Future urban trail
- Type VI: A 20-foot landscaped walkway with 4-feet for tree grates, 8-foot sidewalk and 8-feet of planting/plaza area.
- Type VII: A 30-foot wide shared street.
- Type VIII: A 12-foot asphalt trail following natural elements such as rivers and streams, with pedestrian orientation on building side.
- Type IX: A pedestrian path that can be one of, or a combination of, the following three standards:
 1) A 30-foot-wide mid-block pathway with an 8-foot sidewalk in the middle and 11 feet of landscaping/plaza on each side when outdoors between buildings.
 2) A 14-foot-wide pathway when passing through a portal of a building that is at least 10 feet in height clearance and is well lit at night.
 3) The portal path is also allowed to be located on vehicular driveways when the ceiling height is at least 10 feet high, and the driveway is at least 20 feet wide and is paved with a textured concrete or pavers (not painted) to indicate that it is also a pedestrian path. Public access signage/plaques shall be installed at both ends of the path.

Map 10.3 Downtown Pedestrian System

Effective: November 30, 2019

0 0.125 Miles

*Note: On Lot 6 of the Redmond Center Plat, buildings need not be located up to the sidewalk edge of the Type V Pedestrian System that is to about Lot 6's east edge.

Delayed Projects with Cost Increases	2019-2020 Budget and Timeframe	2021-2022 Budget and Timeframe	Cost Difference	Reason for Cost Increase
Dynamics 365	\$680,000 2018-2022	\$5,190,000 2018-2022	\$4,510,000	The cost increase is due to increased implementation costs.
Workforce Management	\$960,000 2018-2020	\$1,410,000 2018-2022	\$450,000	The initial implementation vendor was unable to appropriately staff the project. The contract was terminated and the City negotiated implementation services with the software vendor. This delayed the project and increased implementation costs.

Project: Income Analysis of Census Block Group

The 3 Analysis Sheets:

1. Primer	Explains the analysis
2. CIP by Project	This sheet lists income information for each CIP project.
3. CIP by Block Group	This sheet lists the income information for all the CIP projects found on a specific Block Group.

Assumptions and Considerations

Only CIP projects that were completely and specifically located on a single block group were analyzed for HUD income information.

CIP projects that were citywide, or located in multiple locations, were not assigned to any specific block group. Left as [N/A]

Note: Not all CIP projects are of equal scale. Different CIPs will have different regional impacts (ex/ 520 bike bridge vs a smaller CIP).

Note: Some CIPs are located on a block group, but are very near (or on the border of) other block groups.

Community Development Block Grant Income

The Community Development Block Grant (CDBG) program requires that each CDBG funded activity must either principally benefit low- and moderate-income persons, aid in the prevention or elimination of slums or blight, or meet a community development need having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet that need. With respect to activities that principally benefit low- and moderate-income persons, at least 51 percent of the activity's beneficiaries must be low and moderate income. For CDBG, a person is considered to be of low income only if he or she is a member of a household whose income would qualify as "very low income" under the Section 8 Housing Assistance Payments program. Generally, these Section 8 limits are based on 50% of area median. Similarly, CDBG moderate income relies on Section 8 "lower income" limits, which are generally tied to 80% of area median. These data are from the 2011-2015 American Community Survey (ACS).

Data Definitions

Id	Definition
GEOID	This is the concatenation of State, County, Tract, and Block Group FIPS codes.
STATE	The numeric Federal Information Process Standards (FIPS) state code.
COUNTY	The numeric Federal Information Processing Standards (FIPS) county code.
TRACT	The numeric code for the census tract. In other publications or reports, the code sometimes appears as a 2 digit decimal XXXX.XX.
BLKGRP	The block group code.
LOW	The count of Low-income persons.
LOWMOD	The count of Low- and Moderate-income persons.
LOWMODUNIV	Persons with the potential for being deemed Low-, Moderate- and Middle-income. Use as the denominator for LOW, LOWMOD, and LMMI %'s.
LOWMOD_PCT	The percentage of Low- and Moderate-income persons. Calculated from LOWMOD divided by LOWMODUNIV.

Order	2019-2020 Map Number	Project Name	Location	Project Summary	Low to Moderate Income Pop %	Low Pop	Low Mod Pop	Geographic Area	Year Placed in Service
15	11	Pedestrian and Bicycle Bridge - Redmond Technology Center Station	SR 520 south of NE 40th St	Staff oversight and participation in the design of a pedestrian-bicycle bridge over State Route 520 and 156th Avenue NE to access the Redmond Technology Station.	60%	760	1045	Overlake	2022
83	13	Overlake Village Pedestrian Bridge	Overlake Over 520	Design and construct a new bicycle and pedestrian bridge over State Route 520 locating the southern landing at the East Link Light Rail Overlake Village Station and Overlake Regional Growth Center with the north landing in the vicinity of the State Route 520 Trail and NE 31st Street.	60%	760	1045	Overlake	2021
16	38	Sound Transit East Link 3	SR 520 corridor from 148th Ave NE to NE 40th St	Staff oversight and consulting services for the implementation of East Link Light Rail.	34%	710	1055	Downtown	2022
9	39	152nd Avenue NE Improvements (24th Street to 28th Street)	152nd Ave NE between 24th Street to NE 28th Street	Implement the 152nd Avenue Main Street, including intersection upgrades, turn lanes where necessary, cycle track, streetscape improvements, complete bicycle connectivity and add on-street parking (east side only).	60%	760	1045	Overlake	2023
10	40	Sidewalk Repair Project - Cleveland Street (164th Avenue NE - 168th Avenue NE)	Cleveland Street from 164th Ave NE to 168th Ave NE	Replace sidewalk panels to improve conditions for pedestrians.	34%	710	1055	Downtown	2024
11	83	Connecting Washington Project - SR520 Trail Grade Separation at NE 40th Street	SR520 Bike Trail to SR520 Bike Trail at 40th St.	Construct a grade separated pedestrian and bike tunnel for the State Route 520 Regional Shared Use Path under NE 40th Street.	62%	50	50	Overlake	2021
96	86	Public Safety Building Phase 2		Mechanical and electrical improvements.	34%	710	1055	Downtown	2024
53	122	Water Main Replacement (NE 51st Street Crossing of State Route 520)	SR 520 and NE 51st Street	Install new waterline under State Route 520 or on the NE 51st Street Bridge to replace the existing water line that will be impacted by Sound Transit's light rail project.	18%	230	295	Overlake	2021
61	125	Bridge Deck Overlay - NE 90th Street	NE 90th St Bridge at Sammamish River	Reseal concrete bridge deck with an epoxy overlay.	34%	710	1055	Downtown	2022
44	137	Westside Park Renovation	Westside Park	Redevelop the park per the approved master plan, replacing the playground and sports courts that are at the end of their useful life and enhancing the plantings, trails and community gathering spaces.	12%	150	170	Overlake	2021

70	138	Pedestrian and Bicycle Access - 40th Street Shared Use Path (156th Avenue to 163rd Avenue)	South side of 40th Street from the Redmond Technology Station east to 163rd Avenue	Extend shared use path on the south side of 40th Street from 156th Avenue to 163rd Avenue.	62%	50	50	Overlake	2023
52	158	Connection to King County Wastewater System - Avondale Road	Avondale Way at Union Hill Road	Upsize the wastewater trunk line that is at capacity.	38%	200	380	Downtown	2026
91	160	City of Bellevue - Bel-Red Road Pavement Management Contribution		Joint project with the City of Bellevue to resurface roadway to preserve the life of the pavement.	60%	760	1045	Overlake	2021
24	167	City Center Groundwater Protection - 90th Street Pond Retrofit	NE 90th Street/Sammamish River (NE quadrant)	Construct improvements to the 90th Street pond to improve water quality function, reduce infiltration of untreated stormwater into groundwater, and reduce maintenance requirements.	8%	110	130	Downtown	2023
55	182	Pavement Management Project - NE 90th Street (Willows Road to SR202)		Rehabilitate and overlay pavement to extend the useful life of the roadway.	34%	710	1055	Downtown	2023
76	189	Pressure Reducing Valve (NE 51st Street Crossing of State Route 520)		Replace an aging pressure reducing valve and meter and relocate to a more maintainable location as part of transportation improvements on NE 51st Street.	12%	150	170	Overlake	2022
20	198	Light Rail Station Access - 31st Street (148th Avenue to Overlake Village Pedestrian and Bicycle Bridge)	right-of-way or easement northwest of SR 520	Provide a public pedestrian and bicycle access in the vicinity of 31st Street from 148th Avenue to the Overlake Village Pedestrian Bicycle Bridge through a combination of existing infrastructure and a new shared use path.	60%	760	1045	Overlake	2021
19	199	Cycle Track - 156th Avenue (28th Street to 31st Street and 36th Street to 40th Street)	multi-use trail on the east side of 156th Ave.	Extend the Microsoft Refresh cycle track improvements on 156th Avenue (31st Street to 36th Street) south to 28th Street and north to 40th Street.	60%	760	1045	Overlake	2023
48	205	Country Creek Culvert Replacement	4500 block of WLSP	King County will design, permit and construct a culvert located at the 4500 block of West Lake Sammamsig Parkway. This work will create a fish passable culvert and will be done as part of the Lake Hills sewer trunk project.	24%	220	220	Overlake	2021
66	206	Redmond Central Connector Improvements - Sound Transit Betterment	164th to Bear Creek Trail	Implement the ultimate design of the Redmond Central Connector between 164th Ave and the Bear Creek Trail.	34%	710	1055	Downtown	2023
77	208	Water Main Replacement (NE 60th Street Crossing of State Route 520)		Construct a new 12" ductile iron waterline across State Route 520 and hung under the NE 60th Street bridge to replace the existing water line that runs under State Route 520.	60%	760	1045	Overlake	2021
80	211	Plaza Street Connection (Shen Street to 152nd Avenue)		Complete Plaza Street to be constructed as part of Overlake Access Ramp project.	60%	760	1045	Overlake	2022

81	212	Bel-Red Road Bicycle Lanes (West Lake Sammamish Parkway to 156th Avenue)		Re-configure Bel-Red Road to repurpose use of one uphill lane into bicycle lanes from West Lake Sammamish Parkway to 30th Street. Install a pedestrian-activated traffic control device (HAWK signal) at Bel-Red Road and 2800 Block. Configure bicycle lanes on 28th Street, from 156th Avenue to Bel-Red Road.	60%	760	1045	Overlake	2026
85	216	Ped - 156th Shared Use Path (40th Street to 51st Street) - Design		Design a shared use path on 156th Avenue between 40th Street and 51st Street	62%	50	50	Overlake	2025
87	218	Pavement Management Project - West Lake Sammamish Parkway (North of Marymoor to Leary Way)		Rehabilitate and overlay pavement surface to extend useful life of roadway.	12%	150	170	Overlake	2024
23	202	Redmond Senior and Community Center Rebuild	Municipal Campus	Rebuild the Redmond Senior and Community Center to address the urgent needs of seniors, provide for growing recreation needs in the community and offer flexible, affordable spaces that support cultural celebrations and community events.	34%	710	1055	Downtown	2024
17	31/209	Overlake Access Ramp	SR 520 corridor from 148th Ave NE to 152nd Ave NE	Staff oversight and participation in Washington State Department of Transportation project which will add a new eastbound State Route 520 off-ramp and two new street connections in Overlake Village. Water main improvements will take place to avoid future disruption to the new streets.	60%	760	1045	Overlake	2022
59	BC195	Perrigo Springs Pump Station Replacement	North of Avondale road at the end of 180th Avenue NE	Replace roofs, mechanical systems, electrical systems and controls.	30%	400	545	Neighborhoods	2024
86	BC217	Pavement Management Project- Avondale Road (North of Union Hill to Novelty Hill Rd)		Rehabilitate and overlay pavement surface to extend useful life of roadway.	38%	200	380	Neighborhoods	2024
78	BC23	NE 95th St Bridge		Complete design and construction for the replacement of the NE 95th Street Bridge.	38%	200	380	Neighborhoods	2025
28	BC34	Evans Creek Relocation	Union Hill Road to Bear Creek	Enhance approximately 4,500 feet of stream channel that currently runs through multiple industrial properties by relocating it to less developed areas in the north and east to establish adequate buffers, improve in-stream habitat, and allow for redevelopment of industrial properties currently impacted by the stream.	38%	200	380	Neighborhoods	2025
69	EH166	Redmond Pool Renovation		Provides improvements to infrastructure and efficiency of the existing facilities at the Redmond Pool.	30%	400	545	Neighborhoods	2021
60	EH183	Pump Station 8 Rehabilitation		Many components of the City's wastewater pump stations have reached the end of their useful life and need to be addressed. This work includes the installation of new valve vault and complete replacement of pumps, motors, valves, controls, generator and all accessory equipment.	11%	40	145	Neighborhoods	2026

63	EH185	Safe Routes to School Project - 88th Street Sidewalk (171st Avenue to 172nd Avenue)	88th Street from 171st Avenue to 172nd Avenue	Install sidewalk on 88th Street from 171st Avenue to 172nd Avenue.	22%	500	620	Neighborhoods	2024
64	EH19	Education Hill Pump Station Replacement	NE 104th Street and 172nd Ave NE	Replace roofs, mechanical systems, electrical systems and controls.	22%	500	620	Neighborhoods	2024
26	EH200/201	10,000 Block of Avondale Road Erosion	10000 Block of Avondale Road	Stabilize slope and control erosion to protect Avondale Road and provide an environmental lift for Bear Creek through project site.	28%	355	520	Neighborhoods	2021
95	EH223	Sports Field Project - Hartman Baseball Infield		Replacement of degraded synthetic turf playing surface that will reach end of life in 2025.	30%	400	545	Neighborhoods	2026
47	EH85	Pavement Management Project - 166th Avenue NE (NE 85th Street to 102nd Avenue)	NE 85th St to NE 102nd Street	Rehabilitate and overlay pavement surface to extend useful life of roadway.	56%	865	1080	Neighborhoods	2026
58	GL120	Hardscape Project - Grass Lawn Park Parking Lot	Grass Lawn	Resurface the 148th Avenue NE parking lot and replace curbs to provide a safe driving and walking surface for park patrons.	12%	120	185	Neighborhoods	2024
62	GL184	Safe Routes to School Project - 151st Avenue Sidewalk (Old Redmond Road to 7500 Block)	151st Avenue from 64th Street	Install sidewalk on 151st Avenue from Old Redmond Road to the 7500 Block and connect 151st Avenue to 152nd Avenue at the 7500 Block.	26%	340	440	Neighborhoods	2024
41	GL203	Retaining Wall Replacement (Redmond Way at Willows Road)		Replacement of approximately 1,075 feet of rockery, sidewalk expansion from 5 feet to 6 feet and approximately 70 feet of new 12 inch storm drain.	38%	495	690	Neighborhoods	2021
93	GL221	Sports Field Project - Grass Lawn Multi Use Field 2		Replacement of degraded synthetic turf playing surface that is at end of life in 2021.	12%	120	185	Neighborhoods	2024
94	GL222	Sports Field Project - Grass Lawn Softball Field 1		Replacement of degraded synthetic turf playing surface that will reach end of life in 2023.	12%	120	185	Neighborhoods	2024
67	ID156	CFD - 40th Street Stormwater Trunk Extension Phase 2		Construct water quality facility at the Redmond Technology Station to treat runoff from State Route 520 and NE 40th Street and improve water quality in Lake Sammamish.	60%	760	1045	Overlake	2022
54	ID181	Hardscape Project - Idylwood Park Parking Lot Repairs	Idylwood	Resurface parking lot and replace curbs to provide a safe driving and walking surface for park patrons.	20%	225	320	Neighborhoods	2024
75	ID207	Viewpoint AC Watermain Replacement Phase 1		Replace 3,100 feet of asbestos cement pipe with ductile iron pipe, along with fire hydrants and air-vacs.	17%	180	340	Neighborhoods	2024
36	ID48	Pump Station 5 Upgrades	4030 West Lake Sammamish Parkway	Many components of the City's wastewater pump stations have reached the end of their useful life and need to be addressed. This work includes the installation of new wet well and vaults and complete replacement of pumps, motors, valves, controls, generator and all accessory equipment.	20%	225	320	Neighborhoods	2025

37	ID49	Pump Station 6 Upgrades	4228 West Lake Sammamish Parkway	Many components of the City's wastewater pump stations have reached the end of their useful life and need to be addressed. This work includes the installation of new wet well and vaults and complete replacement of pumps, motors, valves, controls, generator and all accessory equipment.	20%	225	320	Neighborhoods	2023
90	Multiple Locations	Adaptive Signal Phase I - Downtown		Install and support an adaptive signal system which utilizes software to adjust signal timings to traffic volumes in real time.	N/A	N/A	N/A	Downtown	2021
1	NA	Debt Service - City Hall		Principal and interest costs on the Limited Tax General Obligation Bonds for the City Hall Building.	N/A	N/A	N/A	Citywide	2035
2	NA	City Hall Maintenance		Maintenance contract with Wright Runstad for the City Hall building.	N/A	N/A	N/A	Citywide	
3	NA	General Fund Overhead		City General Fund and technology overhead charges to Parks, Transportation and General Government CIPs. Required by policy.	N/A	N/A	N/A	Citywide	
4	NA	Debt Service - Downtown Park	Downtown Park, Downtown Redmond	Principal and interest costs on the limited tax general obligation bonds issued for the acquisition of the Downtown Park.	N/A	N/A	N/A	Downtown	2021
5	NA	Debt Service - Redmond Senior and Community Center		Principal and Interest on limited tax general obligation bond issued for Redmond Senior and Community Center Rebuild.	N/A	N/A	N/A	Downtown	2042
7	NA	Transportation Debt Service		Principal and interest on limited tax general obligation bonds issued for the couplet conversion, 161st extension and Bear Creek Parkway.	N/A	N/A	N/A	Downtown	2035
8	NA	Transportation Demand Management		Strategies and policies to reduce travel demand.	N/A	N/A	N/A	Citywide	
22	NA	Housing Trust Fund - ARCH	N/A	Provides increased affordable housing choices for a diverse population through contributions to ARCH (A Regional Coalition for Housing). ARCH is comprised of 16 jurisdictions (including King County) serving the housing needs of East King County. It is nationally recognized as a model for local governments in providing affordable and special needs housing. In addition to the direct allocation of funds to housing developers to create housing, ARCH provides support for other affordable housing planning, promotion and implementation activities for its member jurisdictions.	N/A	N/A	N/A	Citywide	

27	NA	Americans with Disabilities Act (ADA) Improvement Program - Facilities		ADA enhancement projects to the City's buildings and grounds to accommodate people with disabilities.	N/A	N/A	N/A	Citywide	2023
29	NA	Neighborhood Fund Program	N/A	The Neighborhood Fund is used primarily for small grants of up to \$5,000 for neighborhood improvements when matched by the neighborhood through donations of cash, materials, professional services or labor. Examples include enhancements to restore and preserve neighborhood entryways, landscaping, habitat areas and play areas.	N/A	N/A	N/A	Citywide	
31	NA	Municipal Buildings Renovations, Maintenance and Repairs Program	Citywide	Allows for maintenance projects at City facilities identified as critical to preserving levels of service.	N/A	N/A	N/A	Citywide	
32	NA	Americans with Disabilities Act (ADA) Improvements - Parking Lot and Pathways		Create accessible parking lots and pathways by meeting the recommendations outlined in the 2019 ADA Parks Transition Plan.	N/A	N/A	N/A	Citywide	2023
40	NA	Street Channelization Improvement and Maintenance Program	Citywide	Install new channelization and maintain existing crosswalks and stop bars to improve safety.	N/A	N/A	N/A	Citywide	
43	NA	Street Lighting Program		The program is used to fund improvements to the City's street lighting system. The funds are used to design and construct new street lights at key locations where additional illumination would benefit safety and user accessibility. Lighting improvements are also added to other CIP projects to help complete missing links in the street light system.	N/A	N/A	N/A	Citywide	
45	NA	Bridge Structure and Repair Program		The program maintains the structural integrity and safety of all 18 of the City's bridges. Bridge inspections are done every two years for most bridges and yearly for bridges with scouring potential. Bridge improvements are generated from the inspections and prioritized.	N/A	N/A	N/A	Citywide	
49	NA	Stormwater Infrastructure Replacement Improvement Project #2	citywide	Repair of existing stormwater pipes that are a high priority based upon a comprehensive condition assessment.	N/A	N/A	N/A	Citywide	2023

56	NA	Community Treasures	Downtown	Supports and enhances Redmond's landmarked properties and other historic treasures.	N/A	N/A	N/A	Citywide	
57	NA	Pressure Reducing Valve & Meter Replacement #2	Citywide	Replace aging or undersized pressure reducing valves, large meters and vaults (39, 42, 40, 56, 49, 21, 54, 19, 20, 41).	N/A	N/A	N/A	Citywide	2023
65	NA	Infiltration Retrofit Program	Citywide	This program provides partial cost reimbursement for retrofitting existing private infiltration facilities that are determined to pose a significant groundwater hazard in wellhead protection zones 1 and 2.	N/A	N/A	N/A	Citywide	2024
68	NA	Variable Frequency Drive Replacements		Replace existing variable frequency drives at wells, pump stations, water pumps, and sewer lift stations.	N/A	N/A	N/A	Citywide	2021
71	NA	Wastewater Pipe Rehabilitation Project #2		Repair pipes identified by Asset Management risk prioritization. Line pipe to restore function and extend useful life of the pipes.	N/A	N/A	N/A	Citywide	2026
72	NA	Stormwater Infrastructure Replacement Improvement Project #3		Repair of existing stormwater pipes that are high priority based upon comprehensive condition assessment.	N/A	N/A	N/A	Citywide	2025
73	NA	Stormwater Infrastructure Replacement Improvement Project #4		Repair of existing stormwater pipes that are high priority based upon comprehensive condition assessment.	N/A	N/A	N/A	Citywide	2023
74	NA	Pressure Reducing Valve & Meter Replacement #3		Replace/renovate pressure reducing valve stations, which includes the concrete vault, piping, valves, and drainage.	N/A	N/A	N/A	Citywide	2026

89	NA	Sustainability Building Automation (Energy Management System) - HVAC Controls		Install building automation system to provide consistent control and monitoring of HVAC settings and system performance at all city occupied buildings.	N/A	N/A	N/A	Citywide	2024
97	NA	Multi-Family Tax Exemption (MFTE) Affordable Housing - Pass Through		Program provides a tax exemption to developers and owners on eligible multifamily housing in exchange for income- and rent-restricted units.	N/A	N/A	N/A	Citywide	
98	NA	Trasnportation Master Plan		Periodic update to the Transportation Master Plan that includes new Forecast Horizon Year, updates to plan and policy contents, revisions to Transportation Facilities Plan and updates to Impact Fees and Funding plan. Last updated in 2013.	N/A	N/A	N/A	Citywide	2021
99	NA	Pavement Management Project - 2021-2022 Pavement Repairs		Pavement Repairs around the City based on a prioritized list.	N/A	N/A	N/A	Citywide	2021
100	NA	Transportation Traffic Counting		Biennium Traffic Counting Program that includes Average Weekday Counts and Intersection Turning Movement Counts. The data gathered is relied on for updating travel forecast models, signal timings, collision frequency, planning CIP projects and conditioning new development.	N/A	N/A	N/A	Citywide	2021
33	NR140	Monticello Flow Control - Deep Infiltration	NE 116th St area between 172nd and Avondale Rd	Construct advanced control systems to existing stormwater ponds to improve flow control.	7%	40	100	Neighborhoods	2022
79	NR210	Targeted Safety Improvement Project - Pedestrian Crossing (NE 116th Street at 159th Avenue NE)		Install new solar Rapid Flas Beacon crossing, curb ramp and minor sidewalk installation.	6%	85	120	Neighborhoods	2023
12	NR79/161	Smith Woods Stream and Pond Rehabilitation	North Redmond Smith Woods park (~122nd Ave NE/180th?)	Construct improvements to failing pond outlet structure to provide downstream infrastructure and healthy habitat.	7%	40	100	Neighborhoods	2022
46	RWP175	Control System and Telemetry Upgrade Phase 4	Novelty Hill	Upgrade the control system that runs the water and wastewater systems at the Operations Center and Pump Stations 51, 52, 53, 54 and 55. The system is an independent computer network that operates, monitors, and directs the control devices that are distributed throughout the utility.	25%	435	845	Neighborhoods	2022
13	RWP224	Fire Station 14 Seismic Retrofit	FD34 Unincorporated King County	Fire District 34 project which is being managed by the City to do a seismic upgrade to fully operational standard and other seismic improvements.	25%	345	345	Neighborhoods	2021
14	RWP225	Fire Station 18 Seismic Retrofit		Fire District 34 project which is being managed by the City to do a seismic upgrade to fully operational standard and other seismic improvements.	20%	335	655	Neighborhoods	2021
50	SE108	SE Redmond Booster Pump Station Rehabilitation	SE Redmond Pump Station Site - 6750 184th Ct. NE	Replacement of pump components, variable frequency drives, telemetry system, control panel, and address building deficiencies.	47%	1515	1835	Neighborhoods	2024
30	SE143	Intersection Improvement Project - Redmond Way and East Lake Sammamish Parkway	Redmond Way & ELSP Intersection	Increase vehicle capacity, complete pedestrian crossings and connect bicycle lanes on East Lake Sammamish Parkway from 65th Street to 68th Street.	47%	1515	1835	Neighborhoods	2022

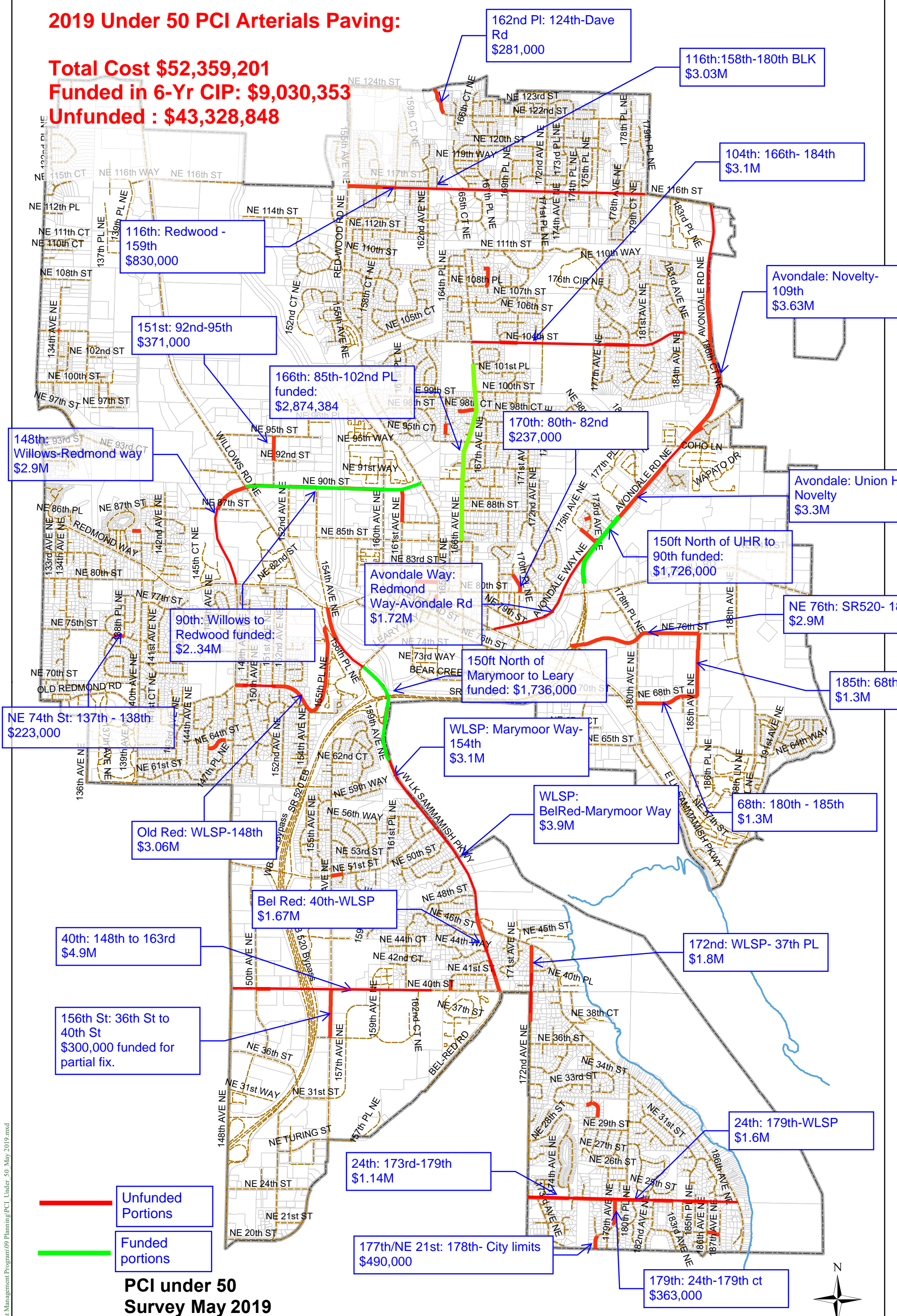
6	SE159	Lake Washington Institute of Technology Lease	Redmond Community Center at Marymoor Village	Lease payments for use of Lake Washington Institute of Technology for the Redmond Community Center at Marymoor Village.	38%	200	380	Neighborhoods	
18	SE163	Intersection Improvement Project - Redmond Way and NE 70th Street Intersection Improvements	70th Street from Redmond Way to Marymoor Light Rail Station and 173rd Avenue	Add a second northbound left-turn lane from Redmond Way to NE 70th Street.	38%	200	380	Neighborhoods	2023
21	SE165	Redmond Way Bridge Modification and 76th Street Widening	Redmond Way and 76th St.	Add a second eastbound left turn lane at the intersection of Redmond Way and 76th Street and add a second eastbound receiving lane on 76th Street from Redmond Way to Fred Meyer.	38%	200	380	Neighborhoods	2022
39	SE173	Fire Station 16 and Fleet Shop Seismic Upgrades	6502 185th Ave NE, Redmond, WA 98052	Seismic upgrade to fully operational standards as informed by the Facility Condition Assessment.	0%	0	0	Neighborhoods	2021
82	SE213, 214	Targeted Safety Improvement Project - Rectangular Rapid Flash Beacon Crossings (180th Avenue at NE 70th Street; 161st Ave NE at NE 81st Street)		Install two new RRFB (Rectangular Rapid Flashing Beacon) crosswalks.	34%	710	1055	Neighborhoods	2023
88	SE219	NE 70th St Improvements (Redmond Way to 180th Avenue NE)		Build a new roadway including one general purpose lane in each direction, left turn lane, bicycle lanes and sidewalks.	47%	1515	1835	Neighborhoods	2025
92	SE220	Maintenance and Operations Center (MOC) - Public Works Building 1 Plumbing and ADA Improvements		Renovate restrooms and locker rooms to address plumbing, ADA and functional issues including expansion for laundry and drying facilities.	0%	0	0	Neighborhoods	2022
34	SE50	Pump Station 11 Upgrades	18080 NE 76th St	Many components of the City's wastewater pump stations have reached the end of their useful life and need to be addressed. This work includes the installation of new wet well and vaults and complete replacement of pumps, motors, valves, controls, generator and all accessory equipment.	0%	0	0	Neighborhoods	2026
51	SE51	Pump Station 12 Replacement		Many components of the City's wastewater pump stations have reached the end of their useful life and need to be addressed. This work includes the installation of new wet well, valve vault and complete replacement of pumps, motors, valves, controls, generator and all necessary equipment at a new site.	38%	200	380	Neighborhoods	2022
25	SE52	Pump Station 13 Replacement and 70th Street Force Main	17515 NE 67th Court	Replace existing pump station with a new station and construct a new forcemain for the station.	38%	200	380	Neighborhoods	2022
38	SE58	SE Redmond Tank Painting and Seismic Upgrades	SE Redmond Tank Site - 18609 NE 65th St.	Painting the water supply tank, along with constructing seismic upgrades to meet current code requirements.	47%	1515	1835	Neighborhoods	2021

84	WL215	Willows Road Improvement Phase 1		Install two new signals, one at Willows Creek and one at Physio Control and add 1,000 feet of new turn lane.	36%	765	1010	Neighborhoods	2024
35	WL47	Pump Station 15 Replacement	13322 NE 89th Street	Remove the aging pump station and construct a gravity sewer as a replacement.	24%	210	350	Neighborhoods	2022
42	WL98	Willows Road Culvert Replacement	NE 90th Street to NE 124th Street	Replace the fish barrier culvert under Willows Road.	38%	495	690	Neighborhoods	2021

Census HUD GEOID	General Location	# of Projects	% of Total Projects	Low to Moderate Income Pop %	Low Pop	Low+Mod Pop	Total Investment	% of Total Investment
530330226051	Willows / Rose Hill	1	1.0%	36.4%	765	1010	\$4,211,729	1.2%
530330226052	Willows	1	1.0%	23.7%	210	350	\$2,308,703	0.7%
530330226061	Grass Lawn	3	3.0%	11.5%	120	185	\$2,423,872	0.7%
530330228021	Grass Lawn	1	1.0%	25.7%	340	440	\$899,137	0.3%
530330228022	Grass Lawn / Overlake	3	3.0%	12.3%	150	170	\$4,990,000	1.5%
530330228023	Overlake	1	1.0%	17.8%	230	295	\$2,438,730	0.7%
530330228031	Overlake	3	3.0%	61.7%	50	50	\$20,553,732	6.0%
530330228033	Overlake	11	11.0%	59.5%	760	1045	\$37,915,055	11.1%
530330229021	Idlywood	1	1.0%	17.2%	180	340	\$4,407,000	1.3%
530330229023	Idlywood	1	1.0%	24.2%	220	220	\$200,000	0.1%
530330229024	Idlywood	3	3.0%	19.9%	225	320	\$7,625,480	2.2%
530330323091	Grass Lawn / Willows	2	2.0%	38.0%	495	690	\$4,856,823	1.4%
530330323092	Downtown	8	8.0%	34.4%	710	1055	\$53,846,601	15.8%
530330323093	Municipal Campus / Downtown	1	1.0%	8.4%	110	130	\$2,383,000	0.7%
530330323132	SE Redmond	9	9.0%	38.4%	200	380	\$59,794,136	17.5%
530330323133	SE Redmond	3	3.0%	0.0%	0	0	\$4,145,000	1.2%
530330323134	SE Redmond	4	4.0%	46.6%	1515	1835	\$13,388,384	3.9%
530330323153	SE Redmond / Uninc	1	1.0%	25.5%	345	345	\$2,103,103	0.6%
530330323213	North Redmond	1	1.0%	6.2%	85	120	\$144,645	0.0%
530330323214	North Redmond	2	2.0%	7.4%	40	100	\$2,562,644	0.7%
530330323231	Education Hill	1	1.0%	11.4%	40	145	\$2,070,000	0.6%
530330323243	Education Hill	1	1.0%	55.7%	865	1080	\$2,874,384	0.8%
530330323252	Education Hill / Bear Creek	3	3.0%	29.5%	400	545	\$10,055,740	2.9%
530330323253	Education Hill	2	2.0%	21.7%	500	620	\$430,995	0.1%
530330323262	Education Hill	1	1.0%	28.4%	355	520	\$2,269,458	0.7%
530330323271	SE Redmond / Uninc	1	1.0%	25.5%	435	845	\$2,200,000	0.6%
530330323292	SE Redmond / Uninc	1	1.0%	19.7%	335	655	\$2,075,112	0.6%
Other Projects (Citywide)	Projects at Multiple Locations	30	30.0%	N/A	N/A	N/A	\$88,701,286	25.9%
TOTAL		100	100%	N/A	N/A	N/A	\$341,874,749	100%

2019 Under 50 PCI Arterials Paving:

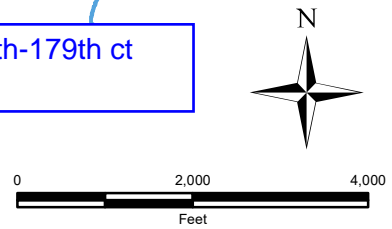
Total Cost \$52,359,201
Funded in 6-Yr CIP: \$9,030,353
Unfunded : \$43,328,848



PCI under 50 Survey May 2019

Path: T:\Pavement Management Program\09 Planning\PCI_Under_50_May 2019.mxd

Disclaimer: This map is created and maintained by GIS Services Group, Finance and Information Services, City of Redmond, Washington, for reference purposes only. The City makes no guarantee as to the accuracy of the features shown on this map.



Pavement Condition
86 - 100 (Good)



Pavement Condition
71 - 85 (Satisfactory)



Pavement Condition
56 - 70 (Fair)



Pavement Condition
41 - 55 (Poor)



Pavement Condition
11 - 40 (Very Poor/Serious)



Pavement Condition
0 - 10 (Failed)



Community Recreation: FTE impacts

A. Recreation

Senior Center: 1 FTE Coordinator, 1FTE Program Aide.

We have been providing food security programs - MOW's, Curbside lunches on Wednesdays and Thursdays. We intend to continue with these services and utilize volunteers to support our efforts.

Staff have been connecting directly with seniors by fielding calls, accepting registrations, providing tech support and actively calling seniors. RSC staff is receiving approximately 100+ calls weekly and is making 75+ calls to check in on community members.

We are also providing virtual programs including 10-12 interest group classes, 6-8 active fitness classes, and occasional virtual trips & tours. Recreation classes will meet 1-2 times per week and there will be no change in schedule for those 6-8 classes. Some interest groups meet weekly and others meet monthly. We would eliminate virtual trips and tours, reduce 2-4 virtual interest groups and likely will reduce the regularity of all interest groups including virtual senior drop-in to monthly. We would work toward implementing a volunteer program to assist with virtual programs and interest groups.

Encore newsletter would be a reduced page count, we would email it to all, and snail mail it to those that are not connected through email, approx. 500 citizens.

We would limit online virtual fitness classes to those programs that have been successful in the fall. We would not expand offerings beyond those 6-8 class offerings that already have a solid following, and we would not offer virtual health and wellness workshops or events.

Special events including Rockin' on the River, Winter Whimsey will not be offered due to the pandemic. These events would not continue until after the pandemic and staffing levels are back to normal.

*We will be challenged to keep up with phone calls and ongoing communication with seniors. Outgoing phone calls to seniors would be reduced to 10-25 calls weekly. It is possible volunteers could be utilized to support our efforts connecting with seniors, particularly those most at-risk.

Teen Ctr: 1 FTE Coordinator

Building is closed. No music concerts, large gatherings, afterschool programs, no adaptive Bridge of Promise programs, no drop in programming, teen recording studio closed. The Program Coordinator position has been responsible for drop-in programs, large events, but we are unable to offer those right now, except virtually.

Reduced virtual drop-in program offerings. Virtual drop-in programming including the teen internship program, culinary, art and music programs. Our ability to connect at-risk teens with services will be impacted. Connections with teens through social media will be impacted.

Our focus will be to connect and collaborate with 30+ members of RYPAC and offer some virtual teen connection programs. We hope to add limited in-person art programming and volunteer opportunities for teens when it is safe to do that.

Sports and Fitness: 1 Program Coordinator, 1 Program Assistant

Inability to provide in person sports and fitness programs. This team has been leading the Park Ambassador efforts and providing virtual programs. Reduce virtual programs, park ambassador program. We have started reserving fields, providing outdoor fitness classes, and planning for adult sports programs/leagues, outdoor summer camps when we are able to safely provide these. The reduction will impact our ability to produce revenue. The Youth Basketball League will likely be cancelled because of the uncertainty of Covid and the shortage of staff.

Farm and Outdoor: 1 FTE Program Coordinator from June 2020.

Prioritized animal care, starting to operate outdoor programs at the farm, including outdoor preschool program, farm tours, and limited equestrian programs. Currently not offering Adaptive Recreation programming. Due to the reduction of the Farm Coordinator position in 2020 we are modifying services both at the farm and in the adaptive recreation program. The equestrian program offerings will be reduced. We will also discontinue adaptive trips and tours and focus on adaptive sports programs, Bridge of Promise, and Inclusion support when it is safe to do so.

Additional impacts:

Park Ambassadors program reduced

Lifeguards at Idylwood eliminated

Programs requiring transportation eliminated

Activity guide eliminated

5K Races, Other events will be discontinued until after the pandemic– Big Truck Day, Daddy Daughter Dance, Rockin on the River, Winter Whimsey, etc.

A. Customer Service

The Customer Service team manages customer touchpoints (City and Parks phone lines, email, ActiveNet, QAlerts, Parks social media channels, webpage management),, the customer service center at CH and RCCMV, business licensing, rentals (facility, cabins, shelters) facility rentals, recreation registration, and City-wide cashiering. We have been working on a One Service Model and cross-training to provide more comprehensive customer service in the City.

Reductions include: 2 FTE Program Assistant (RCCMV), 1 FTE Coordinator (CH), realignment of 1 Program Administrator to Business Operations (see item C), 1FTE Program Assistant from June 2020.

Priorities:

Business licensing

Customer relations: phone, email, QAlert

ActiveNet management for Recreation programs

City-wide cashiering

Systems: language line, your Redmond app, Customer Assistance Tracking, QAlert

Social media, Website, COVID communication and signage, alternate funding, RSCC outreach

Reduction Impacts:

	Current	Impact
Phones: 2900, 2300	220 hours of frontline support Response is one (1) business day. Hours are 8:00am-5:00pm	125 hours of support Response is 1-2 business days No change in hours
Email	Response is one (1) business day	Response is two (2) business days
QAlerts		No Impact
Social Media	Respond to public comments same day Respond to private messages same day Post 10 stories per week	Respond to comments within 2-3 days Respond to messages within 5 days Post 2-3 stories per week No weekend monitoring
Recreation Registration Support (by phone)	Hours: 8:00am-5:00pm	Reduce hours to 9:00am-3:00pm No weekend support
Processing Refunds	Same day processing	1-2 day processing
Fee Assistance	Same day approval	3 days approval
Mail Sorting	3 days of support	Use contractor? No impact

B. Department Administrative Coordinator: 1 FTE reduction

This position supports the department with budget, TIS integrations, contract management, support for the Parks and Trails Commission, among other tasks. The realignment of a program administrator in customer service to support the business operations in the department will provide for continuity.



MEMO TO: Members of the City Council
FROM: Mayor Angela Birney
DATE: June 9, 2020
SUBJECT: 2019-2020 Budget Adjustment

I. RECOMMENDED ACTION

Review the proposed 2019-2020 Biennial Budget adjustment focused on the economic impacts of the COVID-19 outbreak including a fiscal policy change to the Capital Investment Program (CIP) Transfer. Review and discuss the Council Question Matrix in Attachment A with recommended final action by Council on a 2019-2020 Budget adjustment on July 7, 2020.

II. DEPARTMENT CONTACTS

Malisa Files, Finance Director	425-556-2166
Kelley Cochran, Deputy Finance Director	425-556-2748
Jonny Chambers, Technology and Information Services Director	425-556-2160
Carol Helland, Planning and Community Development Director	425-556-2107
Carrie Hite, Parks and Recreation Director	425-556-2326
Dave Juarez, Public Works Director	425-556-2733
Cathryn Laird, Human Resources Director	425-556-2125
Darrell Lowe, Police Chief	425-556-2529
Tommy Smith, Fire Chief	425-556-2202

III. DESCRIPTION/BACKGROUND

Weighing the needs of the community, budget priorities, the Community Strategic Plan and the need to maintain critical service levels, the Mayor and Directors Team recommends a package of budget adjustments that focuses on the community while at the same time brings the budget into alignment with declining revenues.

The decline in the economy due to COVID-19 has and will continue to have an impact on Redmond's revenues. As discussed during the conversation on the revised 2019-2024 Forecast, approximately \$6.3 million will be lost in 2020 from sales tax, development revenue, recreational fees, utility charges and other miscellaneous taxes and fees. As a result, a reduction package has been created that affects the following categories of expenditures.

Summary of Budget Changes

Category	One Time	Ongoing	FTEs
Rec/Arts/Events	805,263	439,329	2.00
Internal Services	1,571,577	237,474	2.00
Public Safety	130,000	237,913	
Development	1,344,909	379,378	2.00
Maintenance Operations	703,999	671,115	1.00
CIP	-	2,309,331	2.00
SubTotal	4,555,748	4,274,540	9.00
Allocate one-time to CIP	<u>(2,163,300)</u>		
Grand Total	2,392,448	4,274,540	9.00

It is important to note that this will most likely be the first round of budget decreases in Redmond services. Depending upon the long-term impacts of the pandemic crises, more reductions may be necessary in the 2021-2022 biennial budget.

At the Finance, Administration and Communications Committee of the Whole, Council discussed different forecast scenarios that might occur given the breadth and length of the COVID-19 impacts. Outlined below is the projected financial picture for 2019-2020 under the best case, worst case and most likely scenario.

	2019-2020 Optimistic Estimates	2019-2020 Proposed Estimates	2019-2020 Pessimistic Estimates
Beginning Fund Balance	\$10.0	\$10.0	\$10.0
One Time Revenue	\$9.5	\$9.5	\$9.5
Total One-Time Revenue	\$19.5	\$19.5	\$19.5
Ongoing Operating Revenue	\$191.7	\$178.0	\$170.0
Ongoing Operating Expense	\$186.0	\$182.1	\$182.1
Total General Fund Surplus/(Deficit)	\$5.7	(\$4.1)	(\$12.1)
Recreation Activity Fund	(\$0.8)	(\$1.2)	(\$2.1)
Utilities	(\$1.1)	(\$1.5)	(\$2.5)
Total Surplus/(Deficit)	\$3.8	(\$6.8)	(\$16.7)

The optimistic option assumes retail remains lower than first anticipated, but steady with a loss to the General Fund of approximately \$2.5 million in sales tax for general sales tax and the City's share of the State's criminal justice sales tax. Development revenue remains steady and will be on target for the biennium. The General Fund would also lose 50% of the admissions tax or \$250,000. Recreation would pick back up late summer with gains in fees from organized sports during late summer/early fall. The City would experience a hot summer with the loss in commercial consumption moderated through the end of the year.

The proposed scenario which the budget reductions are based on includes:

- \$4.4 million decline in Sales Tax for 2020
- Development revenue reduced by \$2 million
- Admissions tax and other smaller taxes reduced by 60%
- Lost recreational fees of \$1.2 million
- Loss of development activity in the utility funds
- Hiring freeze
- Increased expenditures for COVID-19 response

Please note the utility forecast has been revised downward somewhat due to a wetter than normal beginning to the summer.

The major revenue assumptions in the worst-case scenario includes:

- A 20% decline in sales tax of approximately \$6 million
- Property tax decline by 10% or \$2 million
- The loss of all state shared revenues, including liquor taxes, gas tax and criminal justice funding of approximately \$1.9 million
- Permit revenue decline of 50% or approximately \$4 million
- The same expenditure assumptions as outlined above

A. Analysis

The proposed expenditure reductions are a result of careful analysis of the service level impacts inherent in budget reductions while making sure the health and safety of the Community is protected.

Recreation, Arts and Events

Total reductions in the Recreation, Arts and Events area equal \$1,244,592, including:

- Ongoing reductions of \$439,329
- One-time reductions of \$805,263
- 1.0 FTE vacant Recreation Coordinator
- 1.0 FTE vacant Programs Assistant (Guest Services)

Ongoing reductions in the Recreation, Arts and Events category consist of supplemental salaries as well as 2.0 FTE vacant positions. Service level impacts for these positions, include:

- Reducing approximately \$137,000 in supplemental salaries will eliminate the added recreational programming accommodated by supplemental staff.
- Eliminating a Recreation Coordinator will mean fewer recreational opportunities for the Community. Adaptive tours and trips will be cancelled as well as reduced hours at the Teen Center and Farrell McWhirter Park.
- Eliminating a Program Assistant position in Guest services will likely impact customer service at City Hall and at the Redmond Community Center. Customers could experience longer wait times, a delay in returned calls and emails as well as a slower response on Q-Alert requests. Additionally, the hours of operations for the Art Studio and Community Center may be reduced.

One-time impacts in the Recreation, Arts and Events category are directly related to the decline in recreational fees and program reductions and include the cancellation of all events throughout the summer including Derby Days and So Bazaar as well as third party sponsored events such as Ananda Mela. Recreational programs will be redeployed consistent with the Governor's orders.

Internal Services

Total reductions in Internal Services equal \$1,809,051, including:

- Ongoing reductions of \$237,474
- One-time reductions of \$1,571,577
- 1.0 FTE vacant Administrative Assistant (Human Resources)
- 1.0 FTE vacant Department Administrative Coordinator (Executive)

Ongoing reductions in the Internal Services Department are comprised of the elimination of two administrative positions as well as line item reductions in the internal service departments. Impacts of the elimination of the positions are as follows:

- In the Executive Department, reduction of the Administrative Coordinator will delay public record request processing and Mayor correspondence with the public, eliminate calendar and scheduling oversight, defer preparing reports for Directors and Council and postpone constituent research and analysis on issues. Some work will be moved to other Departments, such as budget preparation for the Executive Office, Legal Division and Council.
- Elimination of the Administrative Coordinator in the Human Resources Department would cause delays in three key areas of front desk assistance, recruitment support and assembly of new hire packets. The workload of handling general HR phone calls and questions, preparation of orientation packets as well as recruitment help will be absorbed by other staff in the department.

One-time reductions in Internal Services are comprised of project funds allocated in the 2019-2020 Biennial Budget. Projects that will not be completed include efforts, such as the safety audit, GIS mapping of citywide easements, implementation of mobile devices for asset management, additional smart city activities and investments in audio visual infrastructure.

Public Safety

Total reductions in the Public Safety category equal \$367,913, including:

- Ongoing reduction of \$237,913
- One-time reductions of \$130,000

Ongoing reductions in the Public Safety group will reduce wireless line items in the Police Department, overtime costs for PROACT and evidence areas as well as the transfer of some staffing costs from the General Fund to support Advanced Life Support (ALS) services funded by King County. Decreasing overtime in the evidence area will impact the ability to accomplish certain tasks, such as the quarterly evidence destruction trips to Portland causing a burden on storage capacity. Other impacts include the inability for evidence officers to respond to major crime scenes for evidence gathering and logging purposes.

Delaying the hiring of a Deputy Fire Marshall will accrue one-time savings in the Public Safety category in response to the delay in business activity.

Development Activities

Total reductions in the Development Activity section equal \$1,724,287, including:

- Ongoing reductions of \$379,378
- One-time reductions of \$1,344,909
- 1.0 FTE vacant Transportation Demand Management (TDM) Specialist
- 1.0 FTE vacant Assistant Planner

Ongoing cuts in development activity relate to the loss in revenue projected from the delay in planning and permitting. The impacts of reductions in vacant staff positions, include:

- Elimination of the vacant Transportation Demand Management Specialist position will require commuter support and transportation demand management tasks to shift.
 - Some program components would need support from the Greater Redmond Transportation Management Association (GRTMA).
 - Any priority program element that cannot be supported by the GRTMA would be shifted to other transportation planning staff, which may result in transportation planning projects (such as the north south corridor study, METRO Community Connections or scooter share pilot evaluation) to proceed more slowly or be placed on hold.
- Other major ongoing and one-time budget impacts, including the vacant Assistant Planner will cause a decline in service levels, including;
 - Timelines will increase and project schedules will not be met.
 - Staff retention will be more difficult due to less time for training and supervisor support.

- Customer service levels will most likely decline as there will be less time available to provide public information, longer turnaround times for customer requests and quality control will become more difficult.
- Staff remaining after the reductions will be spread thin to support essential functions.
- Contemplated process improvements and streamlining commitments made to stakeholders will not be completed as expected.

Maintenance and Operations

Total reductions in Maintenance and Operations equal \$1,375,114, including:

- Ongoing reductions of \$671,115
- One-time reductions of \$703,999
- 1.0 FTE vacant Asset Management Program Administrator

Ongoing maintenance and operations reductions in the Parks and Public Works Departments will have varying impact on the Community, including:

- Elimination of the vacant Asset Management Program Administrator in the Public Works Department will delay full implementation of the Lucity asset management system and postpone citywide asset management coordination.

Other reductions are comprised of elimination of irrigation to neighborhood parks causing lawn areas to go into dormancy, reduction of supplemental staffing impacting preventative maintenance such as roof and gutter cleaning, painting, pressure washing, catch basin cleaning and hard surface and structural repairs.

In the facilities area reductions will be realized by decommissioning the Senior Center and decreasing janitorial service including painting, window washing and carpet cleaning.

In the Public Works area, filter replacement for regional stormwater facilities will be done less frequently and in-house rather than by a contractor on an ongoing basis. One-time elimination of supplemental salaries in all operations divisions will eliminate the majority of vegetation maintenance in the right of way and easements not related to sight-distance safety or immediate access needs. In addition, sign maintenance will be performed only for regulatory signs and refresh of lower priority pavement markings will be delayed, such as no painting of parking or fire lanes in 2020.

Capital Improvement Program

Total reductions in the CIP equal \$146,031 in staff vacancies. Additionally, staff recommends replacing half of the General CIP transfer that relies on ongoing funds with one-time money to allow the ongoing money to be dedicated to General Fund operations as described below.

- 1.0 FTE vacant Construction Inspector

- 1.0 FTE vacant Project Manager
- Reduction of \$2,163,300 from ongoing general funds to be funded from one-time money which requires a fiscal policy change.

Ongoing reductions in the capital improvement program include the elimination of 2.0 vacant FTEs that work exclusively on the City's capital projects. Due to declines in CIP revenues the number of projects able to be completed future years will decline.

Typically, Redmond transfers 5% of ongoing General Fund revenues to the Capital Improvement Program. Staff recommends retaining ongoing revenues in the General Fund and supporting half of the budgeted transfer through one-time funds. As a result, the fiscal policy governing the CIP transfer would need to be changed, as outlined below.

Current fiscal policy language (Fiscal Policies Section 5g):

The City will transfer, annually, at least five percent (5%) of General Fund revenues (excluding development and significant one-time revenues), available one-time money and the pavement management contribution to the capital investment program as a part of the City's biennial budget.

Proposed policy language:

The City will transfer, annually, at least five percent (5%) of General Fund revenues (excluding development and significant one-time revenues) ***made up of one-time or ongoing funds*** ~~available one-time money~~ and the pavement management contribution to the capital investment program as a part of the City's biennial budget.

The change in fiscal policy will allow some flexibility in the type of money transferred as well as allowing ongoing General Funds to more easily support ongoing operations.

Staff will be at the Finance, Administration and Communications Committee of the Whole on May 26, 2020 to discuss the impacts of the proposed reductions and fiscal policy change.

IV. PREVIOUS DISCUSSIONS HELD

Council discussion dates, include:

- Weekly financial updates
- Revised forecast presentation: April 7, 2020
- Summary of reductions: April 28, 2020
- 2020 First Quarter Financial Report: May 5, 2020
- Proposed Budget Reductions: May 26, 2020

V. IMPACT

A. Service/Delivery:

The service level impacts are described in the body of the memo with additional information in the Council Question Matrix in Attachment A.

B. Fiscal Note:

The proposed budget adjustment would reduce the 2019-2020 Budget by \$2.4 million in onetime spending and \$4.3 million in ongoing funding.

VI. ALTERNATIVES TO STAFF RECOMMENDATION

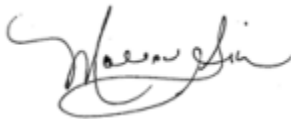
Council could choose to make different reductions based on service level impacts or not schedule the budget adjustment for final approval. Staff will continue to manage to the lower revenue estimates.

VII. TIME CONSTRAINTS

Reductions to the budget will need to be made by July 1, 2020 in order to realize the programmatic savings described in the reductions.

VIII. LIST OF ATTACHMENTS

Attachment A: Council Question Matrix
Attachment B: Program Reductions Worksheet



Malisa Files, Finance Director



Approved for Agenda _____
Angela Birney, Mayor

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

Updated as of 6/5/2020		
Issue	Discussion	Status
<p>1. Budget line items (Councilmember Forsythe)</p>	<p>Can Council be provided with the line items that support the programmatic reductions that are proposed?</p> <p><u>Staff Response:</u> Yes, the program reduction worksheet is in Attachment B of the Study Session memo.</p>	
<p>2. Staff workload (Councilmember Forsythe)</p>	<p>What steps is the administration taking to ensure proper distribution of workload and what steps are being taken to avoid staff burn-out (per McKinstry report Jan 2019).</p> <p><u>Staff Response:</u> While the effects of COVID-19 are being felt by all City of Redmond staff, the City has provided staff with various resources to assist with workload issues or work fatigue. This includes:</p> <ul style="list-style-type: none"> • Our HR Actions explain practices and steps employees and managers can take to utilize various resources. Some of these resources include how to access our enhanced benefits including mental health services through our Employee Assistance Program and how to safely work in the field. • We encourage flexible work schedules, even while working remotely, and using vacation time so staff may balance their work and personal commitments. • The HR Generalists assist employees and managers with successfully navigating the Families First Coronavirus Response Act, so staff can use the leave available to them. • The City will be undertaking a workload “reset” as a component of these budget reductions to ensure that level of service does not continue to be maintained at a level where staff would have to work over normal hours in order to fulfill expectations. • Finally, we are investing in our supervisors and managers by offering monthly trainings that focus on effectively managing their team, balancing their employees’ workload to ensure retention, and to avoid overworking our staff. 	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

	The City is committed to helping our employees and managers successfully get through these work challenges associated with COVID-19.	
3. Citywide financial impact (Councilmember Fields)	<p>It would be beneficial to understand which areas of the budget will be impacted the most by declining revenues.</p> <p><u>Staff Response:</u> Services that are impacted the most are those that charge fees to provide service and currently cannot continue services, such as recreation activities and development services. Next, the activities in the General Fund that are impacted due to the projected decline in sales tax revenue.</p>	
4. Financial forecast (Councilmember Fields)	<p>It would be helpful to understand the revenue projections and review the best-case and worst-case scenarios in addition to the scenario that Finance is currently working with.</p> <p><u>Staff Response:</u> The forecast scenarios are contained in the Study Session memo.</p>	
5. Service level impacts (Councilmember Padhye)	<p>How will we make decisions for 2021-2022 budget to mitigate some of the service level impacts of the 2020 reductions? For example, there are service level impacts to transportation planning and customer service. What are our options and what are the trade-offs?</p> <p><u>Staff Response:</u> In the next budget cycle we may not be able to mitigate the impacts of the 2020 reductions depending on the economic outlook. We will follow the Budgeting by Priorities process to assess the priorities of the Community through community involvement, synchronizing the budget programs with those in the Community Strategic Plan as well as make continued investments in the areas outlined in the Comprehensive and Transportation Master Plans.</p> <p>The impacts from the 2020 reductions to high priority transportation planning and customer service programs are minor as some work has been shifted to contracts (GRTMA and consultants) and efficiencies achieved by reducing or eliminating some lower priority work tasks (low value activities and new programs). Staff is evaluating options for both above baseline and below baseline for Transportation Planning & Engineering and Demand Management and that will be presented to Council in the fall as</p>	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

	<p>part of the Mobility Budget Offer.</p> <p>For customer service, our options are to consider other positions to cut, which would include layoffs. Other positions could include senior services, fitness and recreation, or arts programming, all of which would create impact on service level. The Program Assistant position we are reducing is currently vacant, and with the Senior services moving to City Hall, our customer service at City Hall has been trained to answer questions and register seniors for programs. We are working on organizational efficiencies from this reduction and will be able to minimize the impact.</p>	
<p>6. Service level impacts</p> <p>(Councilmember Padhye)</p>	<p>How will the budget reductions impact our planning and decision making in the next budget process?</p> <p>Staff Response: The ongoing reductions made in 2020 will reset the budget to a lower baseline going into the 2021-2022 budget. The 2020 reduction decisions won't be revisited unless revenues are projected to come in higher than what is currently estimated, or the service level impacts are more significant than what was anticipated.</p>	
<p>7. Timing</p> <p>(Councilmember Anderson)</p>	<p>Why do we need to take these actions now and not wait until the next budget?</p> <p>Staff Response: Staff will manage to lower revenues, but we want to make sure that Council is aware of the changes in service levels before they are felt by the community. The goal is to be as transparent with Council and the community about the impacts and provide opportunity for discussion before changes are implemented.</p>	
<p>8. Additional reductions</p> <p>(Councilmember Carson)</p>	<p>Will there be additional budget adjustments?</p> <p>Staff Response: The adjustment currently being discussed should be the only budget adjustment needed for 2020 to reduce the budget to align with declining revenue projections. This adjustment implements the reduction for the last six months of the biennium. Further reductions to address revenue shortfalls in 2021-2022 will be incorporated into the budget that will be presented to Council in October.</p>	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

<p>9. Vacant FTE's (Councilmember Fields)</p>	<p>Why are we removing vacant FTE's from the budget now and just not holding them vacant?</p> <p><u>Staff Response:</u> The City budgets for all positions with full salary and benefits. To the extent that the vacant positions remain in the budget, the next budget will begin with a baseline that is higher than what it would have been if we reduce the positions now. We would like to begin with a baseline that reflects the situation we are in now without having to go back and revisit reduction decisions.</p>	
<p>10. CIP projects (Councilmember Fields)</p>	<p>What is the status of current CIP projects? What projects will not move forward due to revenue shortfalls?</p> <p><u>Staff Response:</u> All of the CIP projects related to Sound Transit and the Microsoft Refresh will continue to move forward as well as priority projects, such as the Senior Center, Public Safety Building repairs, the Pool, Pump Station repairs and other transportation safety projects. Examples of lower priority projects that will not move forward in the six-year CIP unless funding levels change include:</p> <ul style="list-style-type: none"> • Anderson Park Restroom Replacement • Redmond Central Connector Phase III • 148th Avenue Northbound Thru Lane • 148th Avenue Second Left Turn Lane at 24th Street • 156th Avenue Shared Use Path (40th to 51st) Construction • Sidewalk Installation - 176th Ave (65th to 70th) • Overlake Village Facility #3 – Land Acquisition • Seidel Creek • Sammamish River Habitat Enhancements (HEP 5) 	
<p>11. Council approval (Councilmember Fields)</p>	<p>Why is a budget adjustment needed and why does it need to be approved by Council now?</p> <p><u>Staff Response:</u> There are two reasons for the adjustment, 1) the budget is a spending plan and it should be adjusted to align with the revenues that it is constrained by and 2) it</p>	

**Attachment A
2020 Budget Reductions
Council Deliberation Matrix**

	is important to be transparent about the impacts of the pandemic on the Redmond Community.	
12. Service level impacts (Councilmember Kritzer)	<p>What service level impacts will we be able to mitigate?</p> <p><u>Staff Response:</u> The service level impacts that will be mitigated somewhat are activities, such as regional stormwater filter replacement which will be done by staff instead of through an outside contract, elimination of the vacant Asset Manager position will delay the full implementation of the asset management system, but staff will continue to work with the system as it functions now and some programs will not go away, but rather will be done more slowly, such as the scooter share pilot evaluation.</p>	
13. Service level impacts (Councilmember Kritzer)	<p>What service level changes are temporary versus permanent? What would be hard to bring back if we let it go?</p> <p><u>Staff Response:</u> All of the ongoing reductions proposed would not be a part of the 2021-2022 budget and would be permanent going forward. The more difficult reductions to bring back would be those positions that may be in fields where private sector is hiring, such as engineering or inspection. Many of the reductions in areas that are tied to revenues, such as recreation should be able to be brought back in a timely fashion once revenues pick back up.</p>	
14. Communication (Councilmember Kritzer)	<p>What will the communications plan be for service level impacts? How will the community know that we are not going to water parks or pick up litter in parks?</p> <p><u>Staff Response:</u> Once budget reductions are confirmed by Council, service level impacts will be communicated broadly to the community via the following communication platforms:</p> <ul style="list-style-type: none"> ● Press Release ● Enewsletter ● Website ● Social Media 	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

	<ul style="list-style-type: none"> • Video <p>Some more specific service level impacts may also be communicated to departmental or divisional customer databases with more detail (for example, Park litter not being picked up as often) will be messaged via:</p> <ul style="list-style-type: none"> • Parks Enewsletters/Sr. Newsletter • Web Pages • Parks social media • Signage/Flyers 	
<p>15. Service Level Impacts (Councilmember Kritzer)</p>	<p>On page 2 under Recreational Arts and Events: What do you mean by “supplemental salaries”? Also is there only one Recreation coordinator? Does this reduction match the reduction in activities that can be offered in this climate anyway?</p> <p><u>Staff Response:</u> Supplemental salaries are used for part time, non-benefited staff that are hired as instructors, seasonal labor, event assistants, lifeguards, customer service on the weekends and monitoring rentals. We have 14 coordinators that work in different areas, from customer service, outdoor programs, sports and fitness, the teen center and senior center. This reduction aligns with our cost of service model. In relation to services during a pandemic, we are ready to deploy services within the Governor’s guidelines and outlined in the Parks COOP plan.</p>	
<p>16. Safety (Councilmember Kritzer)</p>	<p>On page 3, you mention not doing a safety audit as a result of the reductions. Can you share more detail on what that audit is and any risk posed by not doing it at this time?</p> <p><u>Staff Response:</u> The Safety Audit was going to focus on where safety gaps exist in the City’s safety programs. It was meant as a tool for the new HR Safety Program Manager to focus on training needs and requirements, safety committee processes and efficiencies, and enhanced workers’ compensation monitoring and administration. It should be noted, the audit was not intended to determine if any safety issues exist. Identified safety issues are being monitored and analyzed by the Safety Program Manager for trends and best practices changes.</p>	

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2020 Budget Reductions
Council Deliberation Matrix

<p>17. Safety (Councilmember Kritzer)</p>	<p>On page 4, the public safety piece of “the inability for evidence officers to respond to major crime scenes for evidence gathering and logging purposes” seems to be like a big impact. Can you share more about how this might be mitigated?</p> <p><u>Staff Response:</u> These requests are not frequent. We have the ability to call upon the Washington State Patrol (WSP) for assistance when processing major crime scenes, so there will be no service impact to the community.</p>	
<p>18. TDM (Councilmember Kritzer)</p>	<p>Under transportation impacts on page 4, could you provide more detail on what would have to be placed on hold vs what would slow down due to not hiring a Transportation Demand Management Specialist?</p> <p><u>Staff Response:</u> The impacts from the 2020 reductions to high priority transportation planning and customer service programs are minor as some work has been shifted to contracts (GRTMA and consultants) and efficiencies achieved by reducing or eliminating some lower priority work tasks (low value activities and new programs).</p>	
<p>19. Asset Management (Councilmember Kritzer)</p>	<p>On Elimination of the vacant Asset Management Program Administrator, can you share how much it will delay the Lucity system’s deployment? Will it be delayed until that position is filled?</p> <p><u>Staff Response:</u> The Lucity software has been used since that January 2017 by the Public Works Utilities, Streets, and Traffic Operations maintenance divisions, as well as the Facilities Maintenance Division in Parks primarily for work order management. Most of the work on Lucity since 2017 has been daily break/fix and software maintenance. In late 2019 a formal governance structure was established around Lucity and a strategic plan was developed to provide a road map for the future. The 2020 workplan developed as part of the strategic plan is underway, and a 2021-23 workplan was developed in early 2020. Keeping the Asset Management Program (AMP) Administrator position vacant will limit the asset management program implementation in 20-22 to incremental operational changes to the Lucity software and its configuration. We will not be able to make progress</p>	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

	<p>on a citywide asset management program which could result in an increased risk of potential asset failures. The AMP is intended to provide the framework and coordination necessary for managing the life of City infrastructure, including the repair and replacement of aging assets, as well as general oversight of the various tools used in the program including Lucity and AssetWorks (the asset management software used for Fleet).</p>	
<p>20. Parks Operations (Councilmember Kritzer)</p>	<p>On the changes to parks including the irrigation of lawns and the removal of trash receptacles, will that be in all parks or will some parks still have those services? In particular, with the trash receptacles, if we move forward with that reduction, how will we plan to monitor whether people do follow the guidance to pack trash in and out or if we see a major increase in litter in our parks? Should we schedule a time for evaluation on continuation of that reduction in case it ends up having significant impacts on quality of our parks?</p> <p><u>Staff Response:</u> The 2020 reductions will include the reduction of irrigation in neighborhood parks. Parks has made a change in the reductions and decided the trash receptacles will remain through 2020. If we need to take these as a reduction in 2021-22, we will launch a visible public campaign and monitor the situation.</p>	
<p>21. Senior Center (Councilmember Kritzer)</p>	<p>On page 5, it mentions that funds for decommissioning the senior center will be eliminated. Can you share more about how this might change the timeline for that project?</p> <p><u>Staff Response:</u> We currently spend \$20,000 per quarter on continuing to keep the Senior Center systems operational. If we decommission the systems, then we are deciding to demolish the Senior Center. Once the systems are decommissioned, it is not feasible to turn them back on without huge replacements costs. Council will need to decide a policy direction of demolishing the Senior Center in order for us to decommission the systems. If Council is ready to make that decision, this will not impact our timeline for a rebuild.</p>	
<p>22. CIP (Councilmember Kritzer)</p>	<p>In the section on the CIP, my understanding is that you are proposing we would not reduce the contribution to the CIP but simply change the type of fund that go in this year to one-time funds instead of ongoing? Is that correct? Will we still contribute the 5% of</p>	

**Attachment A
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	<p>general fund revenues to the CIP under this proposal?</p> <p>Staff Response: That is correct. The 5% that would normally be transferred to the CIP will be transferred. It is the type of funds that will change.</p>	
<p>23. CIP (Councilmember Forsythe)</p>	<p>With reduction of CIP projects, what is the process for deciding which projects get cut (outside of matching up with strategic plan goals)? How are the potential future costs and delayed repairs costs (ie, damages adding up to a critical mass) weighed into this CIP cutting process? Mainly, is an investment now in the CIP going to save us money in the long run?</p> <p>Staff Response: When developing the 6-year CIP, all proposed projects are ranked by how well they score in relation to criteria that establishes the importance and urgency of a project. The criteria includes an assessment of risk based on the condition of infrastructure, safety of the community and staff, return on investment, environmental factors, opportunity costs and mandates or agreements with other agencies. This ranked project list is then used to determine the priority order for funding and constructing projects. Each time the CIP is updated there are projects that do not move forward because of limitations on revenues or staff capacity to complete the projects. As the City worked to develop the upcoming CIP with reduced revenues, the decisions were based on the prioritization of the projects and a focused intention of ensuring the City’s infrastructure is ready for Sound Transit, addresses safety issues and existing infrastructure is maintained before new project investments are made.</p>	
<p>24. Background/Description (Councilmember Fields)</p>	<ul style="list-style-type: none"> • What methods were used to determine the needs of the community? (Community conditions) • How was the strategic plan used to balance the reductions proposed? (Impacts or challenges to goals and opportunities) • What level of staff participation was used in the methodology to revise expenditure budgets developed (Director level or other staff leaders?) • What methods were used to estimate declining sales tax revenues? (High level % assumption or detailed business sector analysis) • How were service levels and programs assessed for impacts? (Critical services 	

**Attachment A
2020 Budget Reductions
Council Deliberation Matrix**

	<p style="text-align: center;">only? Change in metric targets?) Expert Judgment on outcomes at staff level?)</p> <p><u>Staff Response:</u> The needs of the Community were assessed through feedback the City received through the 2019-2020 budget process, the focus group information collected in January regarding service priorities, the annual Community survey and information received regarding the Community Strategic Plan.</p> <p>The goals in the Community Strategic Plan were looked at as high priority projects that would not be subject to budget reductions until all lower priority projects were analyzed.</p> <p>Department Directors engaged their managers and supervisors, and in some cases, their entire departments in the reduction conversations.</p> <p>The sales tax analysis included detail business sector analysis based on the groupings of data the City receives from the Department of Revenue..</p> <p>The impacts of the budget reductions were assessed through the Budgeting by Priorities process with attention paid to critical services, such as first responders. Other factors taken into consideration were Community needs in human services, changes in metrics, such as water consumption and spend rate in the CIP due to a reduction in capital project construction. Assessment was also made of those services directly tied to a type of revenue, such as development activities.</p>	
<p>25. Forecast/CIP (Councilmember Fields)</p>	<ul style="list-style-type: none"> • With reduction of CIP projects, what is the process for deciding which projects get cut (outside of matching up with strategic plan goals)? • How are the potential future costs and delayed repairs costs (ie, damages adding up to a critical mass) weighed into this CIP cutting process? Mainly, is an investment now in the CIP going to save us money in the long run? <p><u>Staff Response:</u> When developing the 6-year CIP, all proposed projects are ranked by how well they score in relation to criteria that establishes the importance and urgency of a project. The criteria</p>	

**Attachment A
2020 Budget Reductions
Council Deliberation Matrix**

	<p>includes an assessment of risk based on the condition of infrastructure, safety of the community and staff, return on investment, environmental factors, opportunity costs and mandates or agreements with other agencies. This ranked project list is then used to determine the priority order for funding and constructing projects. Each time the CIP is updated there are projects that do not move forward because of limitations on revenues or staff capacity to complete the projects. As the City worked to develop the upcoming CIP with reduced revenues, the decisions were based on the prioritization of the projects and a focused intention of ensuring the City’s infrastructure is ready for Sound Transit, addresses safety issues and maintaining existing infrastructure is maintained before new project investments are made.</p> <p>One of the priorities of the CIP is to maintain what we have so that reductions in the CIP do not cost the City more money in the future. Currently in the CIP are major maintenance projects such as, rehabilitation of the Pool, the Senior Center project, pavement overlays, pump station replacements and continued upgrades to the Public Safety Building.</p>	
<p>26. Budget Reductions (Councilmember Fields)</p>	<ul style="list-style-type: none"> • Now that we are a few weeks further into shutdown orders from state will there be a revised budget decrease for 2020? • How will we reconcile budget reductions in 2020 to the decision-making process for the 2021/2022 budget? (Will reductions in 2020 be included in the priority setting or will they be considered as initial status quo?) <p><u>Staff Response:</u> Currently, we are not planning to revise our forecast unless there are indications of major changes in the economy, changes in the Governor’s orders or the COVID-19 infection rates change significantly. The next updated forecast will be presented to Council in August.</p> <p>All of the ongoing reductions identified in the memo will no longer be a part of the 2021-2022 budget. One-time reductions will be revisited depending upon the revised six-year forecast that will be complete in August.</p>	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

<p>27. Budget Reductions (Councilmember Fields)</p>	<p>Please describe at a high level how this careful analysis was conducted?</p> <p><u>Staff Response:</u> The analysis began with a detailed look of economic indicators in the nation, state, Puget Sound region, neighboring cities and Redmond. Those indicators were compared with trends from past recessions, mainly the dot com bust in 2001 and the great recession. Next, Department Directors and their staff did a scan of the community feedback we received in 2019-2020 about budget priorities, looked at the priority projects in the Community Strategic Plan, assessed the projects and/or programs that would have minimal impact on community services and/or performance metrics and looked at those services that are tied to specific declining revenues, such as development fees and recreational fees. Then the revenue forecast was paired with the potential expenditure reductions which were assessed by the Directors Team in a budget balancing type of exercise until final decisions were made.</p>	
<p>28. Parks Supplementals (Councilmember Fields)</p>	<p>Are the programs related to reduction in supplemental salaries shut down due to the pandemic? If so, should these be considered service level reductions because of the pandemic or the budget reductions? I believe it makes a difference in the decision-making process.</p> <p><u>Staff Response:</u> The supplemental salaries are being considered as an ongoing budget reduction. For 2020, there will be a service level reductions as a result of the pandemic per the Study Session memo. For 2021-2022, Parks services levels will also be reduced.</p>	
<p>29. Recreation Coordinator (Councilmember Fields)</p>	<ul style="list-style-type: none"> • Are the programs related to reduction in this position because of the shut down due to the pandemic? If so, i should these be considered service level reductions because of the pandemic or the budget reductions? I believe it makes a difference in the decision-making process. Is it expected this service level reduction would continue after the city gets to Phase 4 of the reopening plan from the state? • If this position was vacant how were the service levels met prior to the position reduction while position was vacant? 	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

	<p><u>Staff Response:</u> This reduction is being considered as an ongoing budget reduction, not just for 2020. For 2020, this will be as a result of the pandemic. For 2021-2022 this will be a service level reduction in Recreation. This service level reduction will continue beyond Phase 4. This position was recently vacated, so we have not had a reduction in service yet. To mitigate this reduction, we reassigned a Recreation Coordinator dedicated to adaptive programming to provide services for both adaptive recreation and at the farm at reduced levels.</p>	
<p>30. Program Assistant in Guest Services (Councilmember Fields)</p>	<ul style="list-style-type: none"> • Are the programs related to reduction in this position because of the shut down due to the pandemic? If so, i should these be considered service level reductions because of the pandemic or the budget reductions? I believe it makes a difference in the decision-making process. Is it expected this service level reduction would continue after the city gets to Phase 4 of the reopening plan from the state? • If this position was vacant how were the service levels met prior to the position reduction while position was vacant? <p><u>Staff Response:</u> This reduction is being considered as an ongoing budget reduction, not just for 2020. For 2020, this will be as a result of the pandemic. For 2021-2022 this will be a service level reduction in Guest Services. This service level reduction will continue beyond Phase 4. This position was recently vacated, so we have not had a reduction in service yet. We will be mitigating this reduction with creating efficiencies within our Guest Services and Customer Service teams.</p>	
<p>31. Recreation Revenue Reductions (Councilmember Fields)</p>	<p>Overall, in the past budget years did these programs result in more expenditures than revenue? Is the one-time reduction consistent with the loss of revenue from these programs?</p> <p><u>Staff Response:</u> The Cost of Service goals are for these programs to bring in more revenue than it costs to provide them. That said, some of the recreation programs have not met that threshold yet.</p>	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

	<p>We were on a great trajectory until the pandemic hit. These reductions are a result of the pandemic and the inability to provide programs. We anticipate being able to provide some programs in Phase 3 and most in Phase 4, which will result in additional revenue.</p>	
<p>32. Administrative Coordinator in Human Resources (Councilmember Fields)</p>	<ul style="list-style-type: none"> • If this position was vacant how were the service levels met prior to the position reduction while position was vacant? How many months were these positions vacant? • How will the completion of the records management project and other IT upgrades in work impact these positions in the future? • How will we reconcile these position reductions in 2020 to the decision-making process for the 2021/2022 budget? (Will reductions in 2020 be included in the 21/22 priority setting or will the reduction be considered on going and not evaluated in the budget offers?) <p><u>Staff Response:</u></p> <ul style="list-style-type: none"> • HR’s Department Administrative Coordinator (DAC) position has been vacant since the end of January 2020. HR was in the process of filling the vacancy when COVID-19 hit and then decided to stop the recruitment process. Because the vacancy was primarily during COVID-19, staff disruption has occurred across the department. Due to working remotely, staff have identified aspects of the body of work that would be handled electronically, thus creating some efficiencies. However, there are other aspects of the work that support HR Analysts and that work is now being handled by the Analysts. • The records management project will help with the complexity of records requests by making them easier for HR staff to respond to. There is still an element of staff coordination that will need to occur and it is ideal for that to be handled by the DAC. <p>IT updates have helped tremendously to make processes electronic. HR still needs to modify our processes to make them align with technology, but through COVID-19 we are finding this is doable, as we have had to quickly make process changes that staff outside HR are accepting. Prior, there was a lot of “analysis paralysis” by City staff before processes could be changed. The DAC will need to continue to coordinate and ensure process efficiencies stay in place.</p>	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

	<ul style="list-style-type: none"> For 2020, HR staff have been prioritizing what work can get done. Additionally, as already mentioned, with COVID-19, some of the tasks of this position are being handled electronically and other tasks simply are not getting done or are being handled by the Analysts. This is doable on a temporary basis. Service levels are still being met by the HR Analysts. 	
<p>33. One-Time Internal Service Projects (Jonny) (Councilmember Fields)</p>	<p>I am a little confused on this one. Please explain how this is a reduction to the overall city budget. If I understand correctly these are costs that will not be charged to the projects that are postponed. However, are not the costs of the service still incurred and simply allocated across projects that are still active?</p> <p><u>Staff Response:</u> The reductions are related to one-time funding items that are in the current 19-20 budget that we no longer plan to do. For example:</p> <ul style="list-style-type: none"> GIS Mapping of Easements – this is work that we had originally proposed that a vendor would complete for the City. With this cut, the mapping, if it happens in full or in part, will now be carried out by City staff. Mobile Devices for Asset Management – this budget item was for the purchase of a set of tablets to facilitate City staff in documenting and maintaining City assets while away from their desks. On the basis that this purchase does not happen, staff will have to continue to document their work on paper and allocate travel and desk time to come back to a City office to complete their tasks. Smart City Activities – our plan here is to roll Smart City-related planning and other related activities into initiatives funded and led by the Planning and Public Works departments, for example, the 2050 Comprehensive Plan. 	
<p>34. Public Safety Overtime (Councilmember Fields)</p>	<p>Do I understand correctly that the ongoing reduction of \$379K is the result of overtime reduction? If so, given the chief recent presentation of reduced activity during the pandemic isn't overtime already reduced? It seems that public safety could mitigate the reduction of service described through redeployment of staff.</p> <p><u>Staff Response:</u> The proposed \$379,378 ongoing reduction is for all Public Safety services and is not limited to overtime. The modifications include not hiring unfilled positions and other</p>	

Attachment A
2020 Budget Reductions
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	<p>reductions. The Police overtime reduced totals \$38,000 and is in the Evidence division and the ProAct division.</p>	
<p>35. Assistant Planner Position (Councilmember Fields)</p>	<ul style="list-style-type: none"> • If this position was vacant how were the service levels met prior to the position reduction while position was vacant? How many months were these positions vacant? • My understanding is that existing staff was being redeployed from activities that are suspended during the shutdown. Are they not able to meet some of these service or project issues such as streamlining? • I don't see an explanation for the one-time reduction of \$1.34M. Did I miss something in the explanation? <p><u>Staff Response:</u> The Assistant Planner position has been vacant for approximately 6 months. Service levels have not been impacted, because the remaining staff have absorbed the hours associated with this position. This is not sustainable. Staff are currently working well in excess of a 40- hour week. Some staff are working in excess of 10 – 20 hours of additional time to cover frozen positions and support the City's pivot to a telework and virtual meeting environment. When the reductions are finalized, we will undertake a workload reset and communicate to our customers that the level of service is being reduced.</p> <p>Staff are focusing first on maintaining compliance with state mandated permit review timelines. Streamlining has continued if it has been necessary to address the pivot from a telework to virtual meeting environment (such as the changes that were made to streamline Design Review Board Operations). As noted above, the departments continued progress has been largely possible because staff have been working longer hours and on weekends. This is not sustainable, and process improvements and streamlining efforts will be delayed or placed on hold once these reductions are finalized.</p> <p>These savings were realized as a result of positions that have gone unfilled during the 2019-20 biennium. In 2019, the job market was very competitive, and PCD was struggling to attract qualified applicants in these areas. Some of the positions were also limited term duration, which makes them even more difficult to fill, and were intended to</p>	

**Attachment A
2020 Budget Reductions
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	backfill for staff that had been redeployed through staffing agreements to the Sound Transit and Microsoft Refresh Projects. They are appearing as one-time savings, because we are not at this time recommending that these FTEs be eliminated. These positions will need to be filled as construction resumes and stabilizes. A list of the positions can be found in Attachment B to the Study Session memo.	
36. Senior Center (Councilmember Fields)	<p>Funds for decommissioning Senior Center will be eliminated? Eventually these funds will be needed correct? I do not see This use of existing funds as a reduction. It is simply a transfer.</p> <p><u>Staff Response:</u> We currently spend \$20,000 per quarter on continuing to keep the current Sr. Ctr systems operational. This reduction is to decommission the Sr. Ctr. If we decommission the systems, then we are deciding to demolish the Senior Center. Once the systems are decommissioned, it is not feasible to turn them back on without huge costs and replacements. Council will need to decide a policy direction of demolishing the Sr. Ctr. in order for us to decommission the systems.</p>	
37. Budget Reductions/CIP (Councilmember Fields)	<p>How will we reconcile these (CIP) position reductions in 2020 to the decision-making process for the 2021/2022 budget? (Will reductions in 2020 be included in the 21/22 priority setting or will the reduction be considered on going and not evaluated in the budget offers?)</p> <p><u>Staff Response:</u> The position reductions in 2020 are consistent with the 2021-2026 CIP currently in development. The assumption is that the reductions are ongoing and will not be further evaluated.</p>	
38. Budget (Councilmember Fields)	<ul style="list-style-type: none"> • After reading the explanations and the service level impacts, I want to emphasize my concern that eliminating vacant positions seems unnecessary and potentially confusing to the 21/22 budget process. The service level reductions described seem to be valid concerns that should be discussed in the upcoming budget process. • I would like to see projections of fund balance on reserves, operational fund balances, and department allocated budgets to year end. 	

Attachment A
2020 Budget Reductions
Council Deliberation Matrix

	<ul style="list-style-type: none"> • Is it possible to use other methods to meet the fiscal challenge of the pandemic in 2020 other than the formal budget revisions presented to council. Much of the reductions are proposed in three budget management categories already in place as I understand them <ul style="list-style-type: none"> ○ Hiring freeze and therefore savings in existing vacant positions ○ Managing overtime and using inhouse resources rather than vendors ○ Recognizing cost savings from programs that are already closed or limited due to the shutdown orders. <p>Staff Response: Staff can provide the fund balances for each fund beginning in 2019. As a part of preparation for the 2021-2022 budget, estimated actual revenues and expenditures are not yet complete, so projected fund balances for 2021 are not available. The City has several reserves for catastrophic events for the General Fund there are two reserves, including:</p> <ul style="list-style-type: none"> • General Fund Economic Contingency (\$4 million) • General Fund Operating Reserves (\$9 million) <p>The utilities, insurance funds, fleet maintenance and capital equipment replacement funds also carry reserves.</p> <p>The actions the Administration took at the beginning of the pandemic, such as a hiring freeze and other cost savings were already taken into account in the revised forecast. The reductions are based on future estimates of the effect of the economic downturn. Council does not have to do a formal budget adjustment. Departments will be given new spending targets, however the City’s budget which is its spending plan will not match the reality of the fiscal situation.</p>	
<p>39. 2021-2022 Budget Impacts (Councilmember Kahn)</p>	<p>How will a 2020 budget revision affect the timeline, process, and considerations of the 21-22 budget?</p> <p>Staff Response: The ongoing reductions made in 2020 will reset the budget to a lower baseline going into the 2021-2022 budget. The 2020 reduction decisions won’t be revisited unless revenues are projected to come in higher than what is currently estimated, or the service level</p>	

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2020 Budget Reductions
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	<p>impacts are more significant than what was anticipated, and the decision needs to be revisited. The timeline for the creation of the 2021-2022 Budget should not be impacted unless the budget reductions are not implemented which will make balancing more difficult.</p>	
<p>40. 2021-2022 Budget Impacts (Councilmember Kahn)</p>	<p>Are there any potential cuts or changes to the 2020 budget that would limit the 21-22 budget? (i.e. any programs, staff, or projects that would no longer be part of the 21-22 budget if cut now)</p> <p><u>Staff Response:</u> All of the ongoing reductions identified in the memo will no longer be a part of the 2021-2022 budget.</p>	
<p>41. Staff Time (Councilmember Kahn)</p>	<p>How much staff time (notably from the Directors) went into preparing the revisions and what expectation of staff time will there be to modify projects, staff and programs to meet the budget reductions.</p> <p><u>Staff Response:</u> Directors were already thinking about reductions as we are in the process of creating the next biennial budget. Some of the time spent was included in the department’s response to the pandemic, such as modifying recreational programs to react to the necessary decrease in demand and programmatic revenue reductions. The Directors Team in team meetings spent an estimated 16 hours together discussing the priority reductions based on community input from the budget and annual survey as well as feedback we received from the budget teams in the 2019-2020 budget process. Time was also spent with the Directors and their management teams/staff documenting service level impacts.</p>	

Summary of Budget Changes

Category	One Time	Ongoing	FTEs
Rec/Arts/Events	805,263	439,329	2.00
Internal Services	1,571,577	237,474	2.00
Public Safety	130,000	237,913	
Development	1,344,909	379,378	2.00
Maintenance Operations	703,999	671,115	1.00
CIP	-	2,309,331	2.00
SubTotal	4,555,748	4,274,540	9.00
Allocate one-time to CIP	<u>(2,163,300)</u>		
Grand Total	2,392,448	4,274,540	9.00

Recreation/Arts/Events

Department	Category	Description	Onetime	Ongoing	FTEs
Executive	Art\Events\Community Engagement	Council booth at Derby Days	\$ 5,000		
Parks	Art\Events\Community Engagement	Office Supplies	\$ 11,000		
Parks	Art\Events\Community Engagement	Small Tools <\$5,000	\$ 5,000		
Parks	Art\Events\Community Engagement	Small Tools >\$5,000	\$ 10,000		
Parks	Art\Events\Community Engagement	Derby Days	\$ 178,754		
Parks	Art\Events\Community Engagement	Miscellaneous Expenses	\$ 89,400		
Parks	Art\Events\Community Engagement	City Hall Exhibit Maintenance	\$ 5,000		
Parks	Recreation	Supplemental employee salaries	\$ 40,500		
Parks	Recreation	Summer Lunch Feeding Program	\$ 5,000		
Parks	Recreation	Community Activities	\$ 8,000		
Parks	Recreation	RYPAC	\$ 5,000		
Parks	Recreation	FM Park	\$ 8,000		
Parks	Recreation	ActiveNet API	\$ 7,200		
Parks	Recreation	Marketing and advertising	\$ 24,000		
Parks	Recreation	Program Assistant (Guest Services)	\$ 46,109		
Parks	Recreation	Recording Studio	\$ 3,800		
Parks	Recreation	OFH Music	\$ 3,000		
Parks	Recreation	Rockin' on the River/Events	\$ 20,000		
Parks	Recreation	Beat the Bunny 5K	\$ 10,000		
Parks	Recreation	Derby Dash 5K	\$ 10,000		
Parks	Recreation	Derby Days Cornhole Tournament	\$ 3,000		
Parks	Recreation	Flex Fit Program	\$ 12,000		
Parks	Recreation	Contracted Classes/Camps	\$ 50,000		
Parks	Recreation	Supplemental	\$ 3,000		
Parks	Recreation	Middle School Program	\$ 4,500		
Parks	Recreation	Farm School	\$ 25,000		
Parks	Recreation	Equestrian Program	\$ 25,000		
Parks	Recreation	Contracted Programs	\$ 20,000		
Parks	Recreation	Adult Sports Leagues	\$ 65,000		
Parks	Recreation	Contracted Classes/Camps - Sports & Fit	\$ 72,000		
Parks	Recreation	Trips and Tours Program	\$ 6,000		
Parks	Recreation	Internal Classes	\$ 5,000		
Parks	Recreation	Contracted Classes	\$ 17,000		
Parks	Recreation	Care Programs	\$ 3,000		
Parks	Art\Events\Community Engagement	Advertising		20,000	
Parks	Art\Events\Community Engagement	So Bazaar		140,000	
Parks	Recreation	FM Barnyard Hours/Animal Reduction	\$ 10,000		
Parks	Recreation	Inclusion Services	\$ 12,000		
Parks	Recreation	Supplemental employee salaries	\$ 20,000		
Parks	Recreation	ePact Savings	\$ 19,000		
Parks	Recreation	ActiveNet Connect Mobile	\$ 10,200		
Parks	Recreation	Supplemental employees salaries	\$ 20,000		
Parks	Recreation	Supplemental employee salaries	\$ 59,400		
Parks	Recreation	Supplemental (.5 Arts Coordinator)	\$ 37,387		
Parks	Recreation	Adaptive Recreation Trips	\$ 6,000		
Parks	Recreation	OFH Facility Hours - Supplementals	\$ 6,000		
Parks	Recreation	Program Assistant (Guest Services) (1.0 FTE)	\$ 46,109		1.00
Parks	Recreation	Recreation Program Coordinator (1.0 FTE)	\$ 33,233		1.00
Total	Recreation/Arts/Events		\$ 805,263	\$ 439,329	2.00

Internal Services

Department	Category	Description	Onetime	Ongoing	FTEs
I/T	Internal Services	Parks - Asset Management - Parks Lucity mobile devices	\$ 93,000		
I/T	Internal Services	EAM Phase 2	\$ 139,000		
I/T	Internal Services	Citywide - AV Infrastructure	\$ 20,000		
I/T	Internal Services	CIP Project Portfolio Management Tool (PW)	\$ 250,000		
HR	Internal Services	Administrative Assistant		67,473	1.00
HR	Internal Services	Compensation Project Consultation	\$ 150,000		
Finance	Internal Services	Real Property Coordinator (partial CIP funded)	\$ 28,548		
Finance	Internal Services	Fleet Transfer - 3 months	\$ 436,029		
I/T	Internal Services	Citywide - GIS - free up GIS Aerial/LIDAR Data excess funds	\$ 80,000		
I/T	Internal Services	Citywide - GIS easement data	\$ 200,000		
I/T	Internal Services	Smart Cities investments	\$ 100,000		
HR	Internal Services	Safety Audit	\$ 75,000		
Exec	Internal Services	Supplemental - Summer Intern		12,000	
I/T	Internal Services	Clerks Office - cancel Barracuda Mail Archiver maintenance		7,500	
Exec	Internal Services	Travel		4,600	
Exec	Internal Services	Tuition		\$ 1,150	
Exec	Internal Services	Travel and training		\$ 3,000	
Exec	Internal Services	Professional Services		\$ 3,000	
Exec	Internal Services	Legal services		\$ 3,000	
Exec	Internal Services	Office supplies		\$ 900	
Exec	Internal Services	Travel budget		\$ 7,750	
Exec	Internal Services	Professional services		\$ 1,000	
Exec	Internal Services	Miscellaneous - Law book subscription		\$ 1,640	
Exec	Internal Services	Department Admin Coordinator		124,461	1.0
Total			\$ 1,571,577	\$ 237,474	2.00

Public Safety

Department	Category	Description	Onetime	Ongoing	FTEs
Fire	Public Safety	Deputy Fire Marshall	\$ 130,000		
Police	Public Safety	Support Services - reduce wireless		60,000	
Police	Public Safety	Proact Overtime		35,000	
Police	Public Safety	Evidence Overtime		3,000	
Police	Public Safety	Support Services - reduce wireless		60,000	
Fire	Public Safety	Fire Lieutenant (Central Purchasing) - Increase ALS allocation from .10 to .30		\$ 39,466	
Fire	Public Safety	Senior Financial Analyst - Increase ALS allocations from .00 to .15		\$ 21,580	
Fire	Public Safety	Apparatus Maintenance positions (3)- Increase ALS allocation from .10 to .15		\$ 18,867	
	Total		\$ 130,000	\$ 237,913	

Development

Department	Category	Description	Onetime	Ongoing	FTEs
Planning	Development	Construction Inspector	\$ 138,530		
Planning	Development	Senior Building Inspector LTD	\$ 259,760		
Planning	Development	Building Inspector	\$ 126,509		
Planning	Development	Building Inspector - Plumbing and Mechanical	\$ 141,942		
Planning	Development	Building Inspector	\$ 127,386		
Planning	Development	Senior Engineer	\$ 88,569		
Planning	Development	Senior Planner	\$ 142,367		
Planning	Development	Engineer-Senior	\$ 286,316		
PW	Development	Administrative Specialist (30% CIP)	\$ 33,530		
Planning	Development	Advertising		\$ 15,000	
Planning	Development	Communications		\$ 60,000	
Planning	Development	Small tools <\$5k		\$ 65,000	
Planning	Development	Office supplies		\$ 15,000	
Planning	Development	Supplemental		\$ 36,000	
Planning	Development	TDM Transportation Specialist		\$ 99,809	1.00
Planning	Development	Asst Planner		88,569	1.00
Total			\$ 1,344,909	\$ 379,378	2.00

Maintenance/Operations

Department	Category	Description	Onetime	Ongoing	FTEs
PW		Program Administrator- Asset Management		133,615	1.00
PW		Catch Basincleaning by storm crew instead of contractor	\$	25,000	
PW		Regional Facility filters do inhouse and reduce frequency	\$	150,000	
PW		Electricity		90,000	
Parks		Phone landline costs	\$	30,000	
Parks		Supplemental employees maintenance	\$	150,000	
Parks		Irrigation of neighborhood parks (eliminate)	\$	27,500	
Parks		Reduce janitorial service	\$	45,000	
Parks		Decommission Senior Center building (maintenance is still \$20K/qtr.)		\$ 20,000	
Park Operations		Tree canopy planting (4 acres completed) savings	\$	114,000	
Park Operations		Maintenance Technician	\$	102,000	
Project		PW - Fiber Optics - Willows Road conduit/fiber	\$	19,000	
Stormwater		Supplemental employees Stormwater	\$	26,500	
Streets		Streets accumulated savings	\$	106,000	
Streets		Supplemental employees Streets	\$	64,000	
Traffic Operations		Reduce Tree pruning scope (from 100,000 to 60,000)	\$	40,000	
Traffic Operations		Reduce Fiber Optic connection and new equipment (from 95,000 to 60,000)	\$	35,000	
Traffic Operations		Reduce Supplemental Employee budget (from 60,000 to 38,000)	\$	22,000	
Wastewater		Supplemental employee Wastewater	\$	26,500	
Water		Maintenance Technician	\$	58,333	
Water		Utility System Tech	\$	64,166	
Water		Supplemental employee Water	\$	26,500	
Total			703,999	671,115	1.00

CIP

Department	Category	Description	Onetime	Ongoing	FTEs
PW	CIP	Construction Inspector (100% CIP)		57,666	1.00
PW	CIP	Construction Project Manager (100% CIP)		88,365	1.00
Citywide	CIP	CIP Transfer		2,163,300	
Total			-	2,309,331	2.00
		Move CIP transfer to one-time	2,163,300	(2,163,300)	

MEMO TO: Members of the City Council

FROM: Mayor Angela Birney

SUBJECT:

[Click here to enter title.](#)

FOR ADMINISTRATION ONLY

I. RECOMMENDED ACTION

Adopt the proposed changes to the City's fiscal policies as recommended during the 2020 budget discussions and as illustrated in Attachment A.

II. DEPARTMENT CONTACTS

Malisa Files, Finance Director 425-556-2166

III. DESCRIPTION/BACKGROUND

Consistent with fiscal policies, each year Redmond transfers 5% of ongoing General Fund revenues to the Capital Investment Program (CIP). To continue to support transfers to the CIP and, at the same time, release ongoing operating revenues to sustain General Fund ongoing operations, staff recommends changing the policy so that at least half of the transfer includes available one-time money. To the extent one-time funds are not available to transfer, the City will continue to transfer 5% of General Fund money with the difference made up of ongoing revenue.

As a part of the City's 2019-2020 budget reduction conversations, City Council reviewed the Capital Investment Budget Policy 5(g) which reads:

The City will transfer, annually, at least five percent (5%) of General Fund revenues (excluding development and significant one-time revenues), available one-time money and the pavement management contribution to the capital investment program as part of the City's biennial budget.

To make the proposed change, the current fiscal policy would need to be revised to read:

The City will transfer annually, at least five percent (5%) of discretionary General Fund revenues made up of one-time or ongoing funds and the pavement management contribution to the capital investment program as a part of the City's biennial budget.

A redline copy of the revised fiscal policies can be found in Attachment A.

IV. PREVIOUS DISCUSSIONS HELD

Council discussion dates, include:

- Revised forecast presentation: April 7, 2020
- Summary of reductions: April 28, 2020
- Proposed budget reductions: May 26, 2020
- Continued proposed budget reductions: June 9, 2020
- Continue proposed budget reduction discussions: June 23, 2020

V. IMPACT

A. Service/Delivery:

N/A

B. Fiscal Note:

There is not fiscal impact as the traditional 5% transfer to the CIP will occur every year consistent with past practice.

VI. ALTERNATIVES TO STAFF RECOMMENDATION

Council could choose to change the wording in the fiscal policy proposed or not approve the change in the fiscal policy language.

VII. TIME CONSTRAINTS

A decision should be made as soon as possible to allow for the additional ongoing money to be used to support ongoing operations during 2020 to mitigate the revenue decreases experienced by the pandemic.

VIII. LIST OF ATTACHMENTS

Attachment A: Revised Fiscal Policy

FISCAL POLICY

CITY OF REDMOND, WASHINGTON

1. General Financial Goals

- a. To provide a financial base sufficient to sustain municipal services to maintain the social well-being and physical conditions of the City.
- b. To be able to withstand local and regional economic trauma, to adjust to changes in the service requirements, and to respond to other changes as they affect the community.
- c. To maintain an excellent credit rating in the financial community and assure taxpayers that Redmond city government is maintained in sound fiscal condition.
- d. To consider and provide for the needs of future generations in the Redmond community.

2. Operating Budget Policies

- a. The base operating budget is the City's comprehensive two-year financial plan which provides for the desired level of city services as defined by the City's priorities. A budget will be developed every two years using a "budgeting by priorities" process.
- b. The goals of the budgeting by priorities process are:
 - Align the budget with citizen priorities
 - Measure progress towards priorities
 - Get the best value for each tax dollar
 - Foster continuous learning in the City
 - Build regional cooperation
- c. "One-time" expenses require specific authority to be carried forward into subsequent budgets.
- d. Revenues and expenditures for the General Fund and all major operating funds shall be projected for the current biennium and the ensuing four years.
- e. Biennial operating budgets should provide for design, construction, maintenance and replacement of the City's capital, plant, and equipment consistent with the Capital Facilities Plan including the related cost for operating such new facilities.
- f. The City will maintain all its assets at a level such that it protects the City's capital investment and minimizes future maintenance and replacement costs.

- g. The City will maintain an equipment replacement and maintenance needs analysis for the life cycle of the equipment and will update this projection every two years consistent with budget development.
- h. All general government current operating expenditures will be paid from current revenues.

Reports on revenues and expenditures will be prepared on a timely basis monthly and reviewed quarterly by the City Council.

The city will avoid budgetary and accounting procedures which balance the current budget at the expense of future budgets.

The City of Redmond defines a balanced budget as current biennium revenues (including fund balances) are equal to or greater than current biennium budgeted expenditures.

The City further defines a structurally balanced budget as current on-going revenues (without including fund balances) as equal to or greater than current on-going expenses.

The City will not use one-time revenues for operations.

- i. All supplemental appropriations for programs (appropriations requested after the original budget is adopted) will be considered as a result of changes since the adoption of the biennial budget including the availability of new revenues (such as unanticipated grants).

All supplemental appropriations will conform to the “budgeting by priorities” process.

- j. Budget Calendar

- In order to facilitate and implement the budget process, the Mayor will propose a biennial budget calendar at the first regular Council meeting in April in every even year.
- The calendar will be comprehensive in nature and generally provide for a process that resembles the Best Practices for municipal budgets as published by the Government Finance Officers Association.

3. Revenue Policies

- a. The City will strive to maintain as diversified and stable a revenue system as permitted by state law to shelter it from short-run fluctuations in any one revenue source. The revenue mix should combine elastic and inelastic revenue sources to minimize the effect

of an economic downturn. To pursue this policy goal the City Council will consider revenue changes in the context of its review of the City's Long Range Financial Strategy.

- b. Because revenues, especially those of the General Fund, are sensitive to both local and regional economic activities, revenue estimates provided to the City Council shall be conservative.
- c. The City will estimate its biennial revenues by an objective, analytical process using best practices as defined by the Government Finance Officers Association. Economic assumptions will be based on reliable and relevant sources such as the Washington State Office of Forecast Council.
- d. The City will project revenues for the next six years and will update this projection biennially. This projection will be consistent with policy 2d above and the overall "price of government" as described in the Long Range Financial Strategy.

The Finance Department will biennially review and make available to the Finance, Administration and Communications Committee an analysis of each potential major revenue source before going to the full Council for review.

The City will refrain from making budgetary decisions (specifically allocating resources to be expended) outside of a budget process as described by this policy (inclusive of the biennial budget as well as a formal budget amendment).

- e. The City will establish all user charges at a level related to the cost of providing the service and within policy parameters established by the City Council.
- f. In each odd numbered year, the City will review user fees to adjust for the effects of inflation and other factors as appropriate. The City will set fees for user activities, such as recreational services, at a level to support the direct and indirect costs of the activity in accordance with cost recovery policies adopted by Council.
- g. The City will set fees and user charges for each enterprise fund at a level that fully supports the total direct and indirect cost of the activity including the cost of annual depreciation of capital assets. For rate modeling purposes the City will utilize three financial tests: Net Income Test, Cash Flow Test, and Coverage Test, to evaluate revenue sufficiency. The results of these tests will be used in the rate setting process to ensure that the enterprise funds generate the appropriate level of revenue to satisfy all operating costs, cash obligations, and debt coverage requirement of 1.2 times annual debt service.

4. Expenditure Policies

- a. The City budget will provide for a sustainable level of service as defined in the context of the Budgeting by Priorities process.

- b. The City's operating budget will not use one-time revenues to support ongoing expenditures.
- c. The City will maintain expenditure categories according to state statute and administrative regulation. Capital expenditures shall meet the requirements of generally accepted accounting principles (GAAP).
- d. The City will forecast its General Fund expenditures biennially for the next six years. The drivers and assumptions used in the forecast will be described.
- e. A cost allocation plan will be maintained and updated as a part of each City budget. The cost allocation plan will be the basis for distribution of general government costs to other funds or capital projects (also known as indirect costs).

5. Capital Investment Budget Policies

- a. The City will make capital improvements in accordance with an adopted capital investment program. Capital funds may be used on:
 - 1. Non-recurring capital expenditures (such as capital projects).
 - a. Qualifying non-recurring capital projects should be at least \$50,000 (or part of a system with a value of more than \$50,000); and
 - b. towards an asset with a useful life of at least five years; or
 - c. directly for related costs (such as studies, plans, monitoring of capital asset performance, etc); or
 - d. planning efforts that result in specific capital improvements identified in the City's Capital Investment Strategy and approved by the Capital Investment Program Governance Committee.
- b. The capital investment program and the base operating budget will be reviewed at the same time to ensure that the City's capital and operating needs are balanced with each other and that the capital investment program is aligned with the City's other long-range plans.
- c. The City will develop a six-year plan for capital improvements including operations and maintenance costs and update it every biennium. Capital expenditures will be forecasted taking into account changes in population, changes in real estate development, or changes in relevant economic condition of the City and the region.
- d. The City will identify the estimated costs and potential funding sources for each capital project proposal before it is submitted to Council for approval. The City will use intergovernmental assistance and other outside resources whenever possible.

- e. All staff (FTEs) related to capital project implementation will charge directly to capital projects if the projects are a part of the Capital Investment Strategy and approved by the City's Capital Investment Program Governance Committee.
- f. The City will determine the least costly financing method for all new projects.
- g. The City will transfer, annually, at least five percent (5%) of discretionary General Fund revenues made up of one-time and ongoing funds and the pavement management contribution to the capital investment program as part of the City's biennial budget. *(Revision sunsets on 12.31.2020 per Council Action on 7.7.2020).*
- h. The City will develop and maintain a "Capital Investment Strategy" (also known as the "Vision Blueprint") that facilitates the planning for meeting the facility and other capital needs of the community consistent with the City's vision, comprehensive plan and functional area plans (in that order).
- i. Discretionary capital investment revenues collected from the five percent (5%) or more General Fund transfer and real estate excise tax will be utilized for capital improvements that support the vision of the city consistent with the City's Capital Investment Strategy.
- j. Real Estate Excise Tax will be used for one-time capital project funding, not for general maintenance of the City's infrastructure as allowed by law.
- k. A contribution (\$1.1 million) from sales tax on construction, adjusted annually for inflation, will be transferred into the capital investment program.
- l. Applications to receive grant funding will only be submitted if the project receiving the funding is a part of the City's Capital Investment Strategy and/or approved by the Capital Investment Program Governance Committee.
- m. The City will utilize the Business Fee and Tax Advisory Committee to advise the City on expenditures from the transportation surcharge portion of the Business Tax as outlined in City Council Resolution Number 1375.

6. Short-Term Debt Policies

- a. Short-term debt is defined as a period of three years or less.
- b. The City may use short-term debt to cover temporary cash flow shortages, which may be caused by a delay in receipting tax revenues or issuing long-term debt. The City will not use short-term debt for current operations.
- c. The City may issue interfund loans rather than outside debt instruments to meet short-term cash flow needs. Interfund loans will be permitted only if an analysis of the affected

fund indicates excess funds are available and the use of these funds will not impact the fund's current operations. All interfund short-term borrowing will be subject to Council approval and will bear interest based upon prevailing rates.

7. Long-Term Debt Policies

- a. Long Term debt is that debt which exceeds three years.
- b. The City will utilize long-term borrowing for capital improvements that cannot reasonably be financed on a pay-as-you-go basis from anticipated cash flows.
- c. Acceptable uses of bond proceeds are items which can be capitalized and depreciated. Refunding bond issues designed to restructure currently outstanding debt is also an acceptable use of bond proceeds provided that the net present value (NPV) of savings is at least 4%.
- d. The City will determine whether self-supporting bonds (such as special assessment improvement district bonds) are in the City's best interest when planning to incur debt to finance capital improvements.
- e. The City will not use long-term debt for current operations.
- f. The City will maintain proactive communications with the investment community about its financial condition. The City will follow a policy of full disclosure on financial reports and bond prospectus including proactive compliance with disclosure to the secondary market.
- g. General Obligation Bond Policy
 1. Every project proposed for financing through general obligation debt shall be accompanied by a full analysis of the future operating and maintenance costs associated with the project.
 2. Bonds cannot be issued for a longer maturity schedule than a conservative estimate of the useful life of the asset to be financed.
 3. Before general obligation bond propositions are placed before the voters, the capital project under consideration should have been included in the Capital Improvement Program. The source of funds should describe the intended use of bond financing.
- h. Limited Tax General Obligation Bond Policies

1. As a precondition to the issuance of limited tax general obligation bonds, alternative methods of financing should also be examined.
2. Limited tax general obligation bonds should only be issued under certain conditions:
 - A project requires monies not available from alternative sources;
 - Matching fund monies are available which may be lost if not applied for in a timely manner; or
 - Catastrophic conditions.

i. Financing of Lease Purchases

1. Under Washington State law, the public may vote to approve bond issues for general government purposes in an amount not to exceed 2.5% of assessed valuation. Within the 2.5% limit, the Redmond City Council may approve bond issues and/or lease purchases up to 1.5% of the city's total assessed value. In addition, state law provides for an additional 2.5% of assessed valuation for parks and open space purposes with a vote of the public.
2. Lease purchase financing may be used when the cost of borrowing or other factors make it in the City's best interest.

j. Long Term Interfund Loans

1. The City may issue interfund loans rather than outside debt instruments as a means of financing capital improvements. Interfund loans will be permitted only if an analysis of the affected fund indicates excess funds are available and the use of these funds will not impact the fund's anticipated operations. All interfund borrowing will be subject to prior approval by the City Council and will bear interest based upon prevailing rates.
2. The decision to use interfund loans rather than outside debt will be based on which is deemed to be the most cost effective approach to meet city capital needs. Such assessment will be reviewed by the City's Financial Advisor who shall provide an objective analysis and recommendation to the City Council.

8. Reserve Fund Policies

- a. The City will maintain a General Operating Reserve of at least 8.5% of the total General Fund budgeted revenue, excluding the beginning fund balance, development review revenue, and any significant one-time revenue.

This reserve shall be created and maintained to:

- 1) Provide sufficient cash flow to meet daily financial needs.

- 2) Sustain City services in the event of a catastrophic event such as a natural/manmade disaster (e.g. earthquake, windstorm, flood, terrorist attack) or a major downturn in the economy.
- b. Biennium surpluses in the General Fund will be used to fund one-time operations and capital expenditures, dedicated to the Capital Improvement Program or placed in an economic contingency account if there are surplus balances remaining after all current expenditure obligations and reserve requirements are met.
- c. A surplus is defined as the difference between the actual beginning fund balance and the budgeted beginning fund balance. It consists of under-expenditures and excess revenues over and above the amounts included in the biennial budget.
- d. The City will also maintain an Economic Contingency to serve as a hedge against economic fluctuations, fund future one-time operational and capital needs or support City services on a one-time basis pending the development of a longer term financial solution. The City shall maintain 4% of total General Fund budgeted revenue, excluding the beginning fund balance, development review revenue, and any significant one-time revenue as a target for the Economic Contingency.

This contingency shall serve as a hedge against underperforming revenue estimates with council's approval prior to its use. The City shall endeavor to support ongoing operations with ongoing revenues, but may use reserves on a one-time basis to support City services pending the development of a longer term financial solution. However, in no event shall reserves be used longer than one biennium to support City operations. If reserves are used, the City will begin to replenish these reserves at the end of the biennium if a surplus exists, but no later than the biennium following their use.

- e. The City will maintain operating reserves in the following funds: 12% (55 days) for the Water/Wastewater Operations and Maintenance Funds, not including Metro Wastewater Treatment expenses, 5% for the Stormwater Management Fund and 12% for the Solid Waste/Recycling Fund. This operating reserve shall be created and maintained to provide sufficient cash flow to meet daily financial needs and will be based upon total operating expenses. The reserve requirement for the Water/Wastewater Operations and Maintenance Funds can be met by the fund balance of the rate stabilization fund. For budgeting purposes, operating expenses will be calculated upon the funds' total expense budgets excluding ending fund balances, capital purchases, and the current year's portion of principal paid on outstanding debt.
- f. In order to maintain the significant investments in utility capital assets there shall be a transfer from the utility operations funds to the utility capital project or reserve funds to be expended on future utility capital projects. The transfer will be calculated on the current year's depreciation expense, less the annual principal payments on outstanding debt.

- g. The City will establish a revenue stabilization fund for the Water and Wastewater utilities. The required fund balance shall be set at 15% of the total of water and wastewater revenues collected through monthly rates excluding the portion of monthly revenues for King County wastewater treatment. The balance of this fund can be utilized to meet the reserve requirement for the Water/Wastewater Operations and Maintenance Funds. Monies may be withdrawn from the revenue stabilization funds to supplement operating revenues in years of revenue shortfalls caused by reduced sales due to weather or restrictions on water use. The revenue stabilization funds will be replenished within four years of a withdrawal.
- h. Bond reserves shall be created and maintained by the Water/Wastewater and Stormwater Utilities in accordance with the provisions set forth in the bond covenants. These shall be in addition to the reserves described above.
- i. The City shall additionally maintain the following Equipment Replacement Reserve Funds:
 - 1) Fleet Maintenance Reserve;
 - 2) Fire Equipment Reserve; and
 - 3) Capital Equipment Reserve for general asset replacement.

The Equipment Reserve Funds will be maintained at a level sufficient to meet scheduled equipment replacement so as to sustain an acceptable level of municipal services and prevent a physical deterioration of City assets. An assessment of the sufficiency of this reserve will be made during each budget cycle.

- j. The City shall also maintain Reserve Funds as follows:
 - 1) All statutorily required reserve funds to guarantee debt service; and
 - 2) A vacation accrual reserve.
 - 3) A reserve to stabilize contributions to state retirement systems due to temporary fluctuations in state rates, as necessary.

No reserve shall be established for sick leave. One-fourth of accrued sick leave is payable only upon qualifying retirement and is not considered material.

9. Investment Policies

The Finance & Information Services Director will biennially submit any recommended amendments to the City's investment policy to the City Council for review.

10. Special Revenue Policies

- a. The City will establish and maintain Special Revenue Funds in accordance with Generally Accepted Accounting Principles which will be used to account for the proceeds of specific revenue sources to finance specified activities which are required by statute, ordinance, resolution, or executive order.
 - 1) The City will comply with GASB Statement 54 which defines the appropriate use of Special Revenue Funds for reporting purposes. The City Council may determine to separate the General Fund into supporting “sub-funds” for budgeting and management purposes. These “sub-funds” will be combined for financial reporting purposes to comply with GASB Statement 54.
- b. Special Revenue Funds having biennial operating budgets will be reviewed by the City during the budget process.

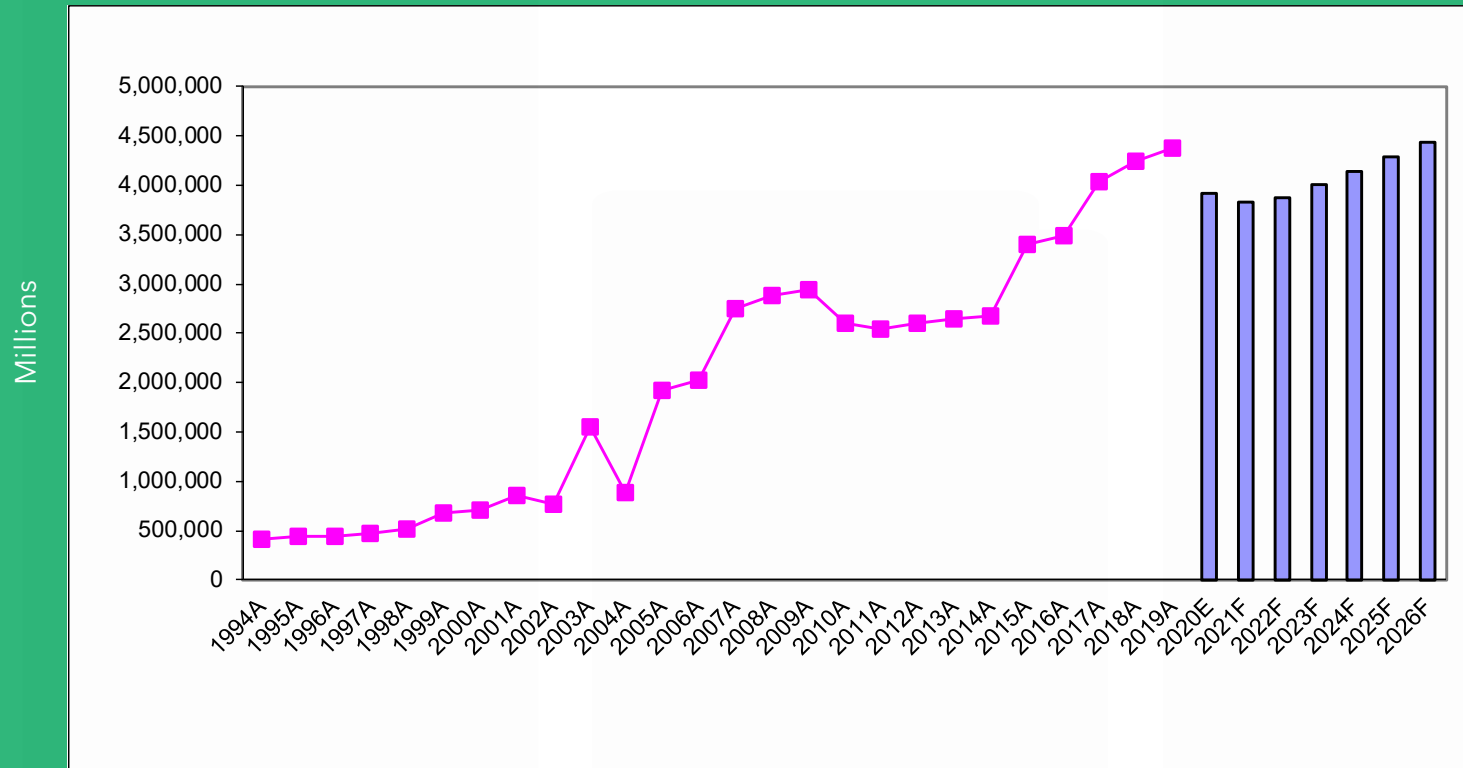
11. Accounting, Auditing, and Financial Reporting Policies

- a. The City will establish and maintain a high standard of internal controls and accounting practices. The City budgets and accounts for revenues and expenditures on a modified accrual basis in its day to day operations.
- b. The accounting system will maintain records on a basis consistent with accepted standards for local government accounting and the State of Washington Budgeting, Accounting, and Reporting Systems.
- c. Regular monthly and annual financial reports will present a summary of financial activity by major types of funds. Such reports will be available via the City’s website (www.redmond.gov).
- d. The annual financial report shall conform to Generally Accepted Accounting Principles and be in the form of a Comprehensive Annual Financial Report as described by the GFOA. This report will contain all required information necessary to comply with secondary market disclosures for outstanding bonds (see policy 7f above).
- e. A fixed asset system will be maintained to identify all City assets, their location, condition, and disposition.
- f. The City will ensure that City records are audited annually and which will result in the issuance of a financial opinion. The results of such audit are to be available to the public via the city’s web site.

Business Tax



General Fund Only



- Makes up approximately \$7.7 million of General Fund
 - Approximately \$10.8 in CIP
- Reduced by 14% or \$620,000 over the biennium

2021-2022 Preliminary Budget
Budget Comparison by Department
City of Redmond

Department	Program	2019-2020 Adopted Budget	2019-2020 Revised Budget	2021-2022 Preliminary Budget	Budget to Budget Difference	Percent Change
Executive		7,692,483	8,496,506	9,262,819	1,570,335	
	Mayor's Office	\$1,763,361	\$2,019,575	\$1,824,837	(194,737)	-10%
	City Council	\$343,362	\$420,038	\$413,636	(6,402)	-2%
	Communications	\$1,790,889	\$2,007,794	\$2,264,881	257,087	13%
	City Clerks Office	\$1,141,573	\$1,352,207	\$1,318,000	(34,207)	-3%
	Diversity, Equity and Inclusion	\$75,000	\$75,000	\$465,674	390,674	521%
	Cable	\$467,500	\$467,500	\$66,982	(400,518)	-86%
	Prosecution	\$1,168,975	\$1,167,335	\$1,231,154	63,820	5%
	Litigation	\$375,012	\$375,012	\$358,652	(16,359)	-4%
	Environmental Sustainability	\$458,142	\$503,376	\$1,261,794	758,418	151%
	Executive-Development Staffing Agreement	\$108,671	\$108,671	\$57,208	(51,463)	-47%
Finance		49,949,039	50,329,739	37,437,442	(1,550,079)	
	Finance-Administration	\$1,061,033	\$995,510	\$1,251,947	256,437	26%
	Accounting	\$1,406,842	\$1,406,842	\$1,851,244	444,403	32%
	Accounts Payable	\$540,122	\$540,122	\$611,604	71,482	13%
	Payroll	\$625,324	\$625,324	\$709,965	84,641	14%
	Risk	\$2,835,861	\$2,760,861	\$2,834,396	73,535	3%
	Treasury	\$410,363	\$496,020	\$451,016	(45,004)	-9%
	Financial Planning	\$1,512,141	\$2,089,610	\$2,035,863	(53,746)	-3%
	Real Property	\$668,000	\$623,755	\$464,723	(159,033)	-25%
	Purchasing	\$673,047	\$673,047	\$650,484	(22,563)	-3%
	Utility Billing	\$1,014,592	\$928,935	\$924,830	(4,104)	0%
	Capital Equipment Replacement	\$3,104,267	\$3,104,267	\$3,172,825	68,558	2%
	Finance-Development Staffing Agreement	\$900,000	\$900,000	\$1,931,980	1,031,980	115%
	CFD	\$22,493,223	\$22,493,223	\$7,636,421	(14,856,802)	-66%
	EPSCA	\$526,195	\$526,195	\$274,611	(251,584)	-48%
	Interfund Tech	\$12,178,029	\$12,166,029	\$12,635,532	469,503	4%
Fire		71,602,184	71,185,169	72,769,880	1,584,711	
	Fire-Administration	\$2,093,172	\$2,364,333	\$2,225,169	(139,163)	-6%
	Fire-Suppression	\$38,601,546	\$38,215,632	\$38,624,862	409,230	1%
	Fire-Facilities	\$187,512	\$187,512	\$129,479	(58,033)	-31%
	Fire-Emergency Management	\$878,604	\$765,316	\$704,213	(61,103)	-8%
	Fire-Prevention	\$3,869,743	\$3,680,769	\$3,735,785	55,015	1%
	Fire-Apparatus	\$1,163,751	\$1,163,751	\$895,236	(268,515)	-23%
	Fire-Training	\$2,812,444	\$2,812,444	\$3,152,366	339,922	12%
	Advanced Life Support	\$15,224,401	\$15,224,401	\$17,157,287	1,932,886	13%
	Fire-CIP	\$4,308,800	\$4,308,800	\$3,993,893	(314,907)	-7%
	Fire-Development Staffing Agreement	\$2,202,576	\$2,202,576	\$1,866,297	(336,279)	-15%
	LEOFF-Retirees	\$259,635	\$259,635	\$285,294	25,659	10%

2021-2022 Preliminary Budget
Budget Comparison by Department
City of Redmond

Department	Program	2019-2020 Adopted Budget	2019-2020 Revised Budget	2021-2022 Preliminary Budget	Budget to Budget Difference	Percent Change
Human Resources		33,476,287	33,101,736	37,188,134	4,086,398	
	HR-Administration	\$3,625,606	\$3,401,055	\$3,201,748	(199,307)	-6%
	Recruitment	\$71,571	\$71,571	\$71,550	(21)	0%
	Training	\$409,822	\$259,822	\$97,000	(162,822)	-63%
	Workers' Compensation	\$3,231,375	\$3,231,375	\$3,792,210	560,834	17%
	Benefits and Wellness	\$26,137,913	\$26,137,913	\$30,025,626	3,887,713	15%
Technology and Information Services		14,964,654	16,283,371	22,953,404	6,670,033	
	TIS-Administration	\$1,068,643	\$9,386,528	\$10,915,659	1,529,131	16%
	Business Solutions	\$4,830,468	\$1,228,871	\$1,144,280	(84,591)	-7%
	GIS	\$2,207,578	\$162,000	\$121,800	(40,200)	-25%
	Infrastructure & Operations	\$0	\$2,533,191	\$3,237,975	704,783	28%
	Customer Care	\$0	\$111,682	\$166,145	54,463	49%
	Security & Compliance	\$1,926,438	\$330,999	\$246,763	(84,236)	-25%
	PMO	\$3,524,874	\$0	\$63,307	63,307	#DIV/0!
	Information Management	\$1,273,054	\$0	\$0	0	#DIV/0!
	Technology Improvement Program	\$133,600	\$2,530,100	\$7,057,475	4,527,375	179%
Planning		42,994,438	39,985,949	42,846,692	2,860,743	
	Planning-Administration	\$1,535,038	\$1,131,353	\$1,217,201	85,847	8%
	Commute Assistance Office	\$204,603	\$204,603	\$220,449	15,846	8%
	Long Range Planning	\$1,743,077	\$1,734,557	\$2,175,603	441,046	25%
	Human Services	\$973,329	\$1,294,654	\$1,412,606	117,953	9%
	Human Services Grants	\$2,419,475	\$2,419,475	\$2,656,318	236,843	10%
	Public Defender	\$872,000	\$872,000	\$1,083,175	211,175	24%
	Economic Development	\$672,846	\$522,635	\$548,038	25,403	5%
	Transportation Demand Management	\$3,028,272	\$2,683,824	\$1,755,387	(928,437)	-35%
	Transportation Planning/Engineering	\$2,380,819	\$2,250,909	\$2,035,828	(215,082)	-10%
	Development Engineering (Including Utility Func	\$6,338,630	\$6,037,423	\$6,621,584	584,161	10%
	Tree Fund	\$20,000	\$20,000	\$10,000	(10,000)	-50%
	Land Use	\$3,044,989	\$2,608,833	\$2,940,210	331,378	13%
	Building Inspection	\$7,769,721	\$5,997,151	\$7,816,995	1,819,844	30%
	Code Enforcement	\$526,497	\$526,497	\$505,445	(21,051)	-4%
	Technology Surcharge	\$516,424	\$451,424	\$441,051	(10,373)	-2%
	Tourism	\$625,638	\$625,638	\$668,030	42,392	7%
	Planning-Development Staffing Agreement	\$8,812,684	\$9,094,577	\$5,524,291	(3,570,286)	-39%
	Planning-CIP	\$1,510,396	\$1,510,396	\$5,214,481	3,704,085	245%
Police		41,442,135	40,739,304	41,514,962	775,658	
	Police-Administration	\$969,924	\$1,382,968	\$2,018,177	635,209	46%
	Police-Recruitment & Testing	\$1,933,546	\$1,316,951	\$1,543,192	226,241	17%
	Police-Training	\$1,450,360	\$933,070	\$735,121	(197,949)	-21%
	Community Outreach	\$1,325,564	\$1,149,875	\$1,272,117	122,241	11%
	Jail Services	\$1,713,000	\$1,713,000	\$1,746,000	33,000	2%
	Police-Uniform Services	\$20,590,831	\$22,139,794	\$22,639,616	499,823	2%
	Police-Support Services	\$7,190,320	\$7,088,034	\$6,968,104	(119,930)	-2%
	Criminal Investigation	\$5,902,846	\$4,649,868	\$4,209,860	(440,008)	-9%
	Police-K9	\$365,744	\$365,744	\$382,774	17,030	5%

2021-2022 Preliminary Budget
Budget Comparison by Department
City of Redmond

Department	Program	2019-2020 Adopted Budget	2019-2020 Revised Budget	2021-2022 Preliminary Budget	Budget to Budget Difference	Percent Change
Parks		51,350,330	49,233,045	46,545,313	(2,687,731)	
	Parks-Administration	\$2,108,354	\$1,715,647	\$1,469,855	(245,792)	-14%
	Parks-CIP	\$17,232,882	\$17,232,882	\$18,775,633	1,542,751	9%
	Parks-Facilities-CIP	\$0	\$0	\$1,598,247	1,598,247	#DIV/0!
	Arts Activity	\$733,336	\$611,686	\$533,953	(77,733)	-13%
	Recreation-Administration	\$2,906,571	\$2,765,320	\$2,224,012	(541,308)	-20%
	Recreation-Facilities	\$2,439,800	\$2,335,691	\$1,308,672	(1,027,018)	-44%
	Recreation-Programs	\$4,943,754	\$4,374,554	\$1,665,547	(2,709,007)	-62%
	Recreation-Community Events	\$1,066,730	\$748,862	\$633,704	(115,158)	-15%
	Parks-Operations	\$12,902,599	\$12,479,099	\$11,609,166	(869,933)	-7%
	Parks-Operations-Facility Management	\$5,551,544	\$5,504,544	\$5,489,082	(15,462)	0%
	Parks-Customer Service Desk	\$1,464,760	\$1,464,760	\$1,237,442	(227,318)	-16%
Public Works		233,083,664	233,540,173	201,252,777	(32,287,396)	
	PW-Administration	\$882,106	\$372,854	\$403,860	31,006	8%
	PW-Construction-ROW and Capital Delivery	\$1,176,230	\$1,497,621	\$1,461,388	(36,233)	-2%
	Traffic Operations	\$5,070,972	\$4,883,972	\$5,072,541	188,569	4%
	Street Maintenance	\$6,526,016	\$6,297,294	\$6,376,973	79,680	1%
	Fleet	\$6,602,954	\$6,584,738	\$5,489,646	(1,095,091)	-17%
	Solid Waste	\$2,356,195	\$2,352,595	\$1,785,770	(566,825)	-24%
	Utilities-Stormwater	\$19,731,183	\$19,559,100	\$19,097,305	(461,795)	-2%
	Utilities-Water/Wastewater	\$1,970,966	\$1,970,966	\$1,554,435	(416,531)	-21%
	Utilities-Water/Wastewater-Novelty Hill	\$75,547,279	\$75,301,271	\$75,714,386	413,115	1%
	Utilities-Stormwater CIP	\$30,568,941	\$30,568,941	\$14,261,860	(16,307,081)	-53%
	Utilities-Water CIP	\$9,837,395	\$9,837,395	\$17,515,327	7,677,932	78%
	Utilities-Wastewater CIP	\$20,263,282	\$20,263,282	\$16,398,841	(3,864,441)	-19%
	Transportation CIP	\$51,186,810	\$52,686,810	\$34,853,667	(17,833,143)	-34%
	PW-Development Staffing Agreement	\$1,363,335	\$1,363,335	\$1,266,778	(96,557)	-7%
Non-Departmental		251,116,993	280,082,140	287,182,240	7,100,100	
	Interfund Transfer	\$83,439,511	\$90,046,227	\$88,700,970	(1,345,257)	-1%
	Contingency	\$1,870,000	\$1,870,000	\$2,080,164	210,164	11%
	Intergovernmental Contributions	\$351,143	\$351,143	\$434,269	83,126	24%
	Debt Service	\$13,018,838	\$13,018,838	\$12,444,325	(574,513)	-4%
	Operating Reserve	\$117,254	\$117,254	\$142,022	24,768	21%
	LEOFF Reserve	\$631,839	\$631,839	\$631,839	0	0%
	Salary and Benefit Reserve	\$2,149,297	\$1,756,803	\$3,000,000	1,243,197	71%
	Fireman's Pension Fund	\$292,716	\$292,716	\$292,716	0	0%
	City Dues	\$258,027	\$258,027	\$339,181	81,154	31%
	City Hall M&O	\$1,739,147	\$1,739,147	\$1,708,337	(30,810)	-2%
	Real Property		\$5,300,000		(5,300,000)	-100%
	Citywide Records	\$33,000	\$33,000	\$37,000	4,000	12%
	Jail/Court	\$1,500,000	\$1,500,000	\$1,500,000	0	0%
	Council CIP	\$500,000	\$500,000	\$0	(500,000)	-100%
	Ending Fund Balance	\$145,216,221	\$162,667,146	\$175,871,417	13,204,270	8%

Budget Priority	Healthy & Sustainable								
Outcomes	Environmental preservation responsibly balanced with growth					Climate action goals achieved through green practices and policies		Places and programs that support an active and involved community	
Budget Offers	Urban Forestry	Ground & Surface Water Management	Safe & Reliable Drinking Water	Stormwater Management	Wastewater Management	Solid Waste Management	Environmental Sustainability	Community Recreation	Parks, Trails, and Open Space
Department(s)	-Parks	-Public Works	-Public Works -Finance	-Public Works -Finance	-Public Works -Finance	-Public Works	-Executive -Parks -Planning -Public Works	-Parks	-Parks
Core Programs\Services	<ul style="list-style-type: none"> -Tree Canopy Expansion -Sidewalk Maintenance -Street Tree Maintenance - Parks/Open Space Tree Maintenance -Hazardous Tree Mitigation -Strategic Planning -Regional Coordination -Natural Resource Conservation -Land Stewardship 	<ul style="list-style-type: none"> -Source Control -Water Quality Monitoring -Groundwater Modeling -Groundwater Testing -Private System Inspection -Education and Outreach -Technical Assistance -Stream Monitoring -Stream and Buffer Enhancements -Stream Restoration -Spill Response -Pollution Prevention -Groundwater Monitoring -Stream and Buffer Enhancements -Regional and Community Partnerships -Planning Efforts 	<ul style="list-style-type: none"> -System Planning -System Maintenance -System Operation -System Modeling -System Inspection -Engineering -Comprehensive Planning -Capital Program Planning -Utility Billing -Customer Service -Rate Studies -Water Quality Testing -Meter Reading -Hydrant Testing -Emergency Response -Source Control -System and Strategic Planning -Operation and Maintenance -Capital Investment Planning -Customer Service -Emergency Response 	<ul style="list-style-type: none"> -System Planning -System Maintenance -System Operation -System Modeling -System Inspection -Engineering -Comprehensive Planning -Capital Program Planning -Utility Billing -Customer Service -Rate Studies -Emergency Response -Source Control -System and Strategic Planning -Watershed Management -Operation and Maintenance -Capital Investment Planning -Customer Service -Emergency Response 	<ul style="list-style-type: none"> -System Planning -System Maintenance -System Operation -System Modeling -System Inspection -Engineering -Comprehensive Planning -Capital Program Planning -Asset Management -Regional Coordination -Utility Billing -Customer Service -Rate Studies -Fats, Oils and Grease Program -Emergency Response -Source Control -System and Strategic Planning -Regional Coordination -Operation and Maintenance -Source Control Program -Capital Investment Planning -Customer Service -Emergency Response 	<ul style="list-style-type: none"> -WM Contract Management -Education and Outreach -Commercial Organics -Litter Pick-up -Regional Partnerships -Solid Waste Contract Management -Education and Outreach -Regional Coordination 	<ul style="list-style-type: none"> -Sustainability Plan Activation*+ -Monitoring and Reporting* -Regional Collaboration - K4C letter of Joint Commitments, PSE Green Direct Agreement -Community Involvement* *Implements Climate Emergency Declaration +Includes multiple initiatives funded through public utilities. Corresponding initiatives must support the respective utility efforts (i.e. Solid Waste, Stormwater, Water, etc.). 	<ul style="list-style-type: none"> Recreation Programs, including Teen and Senior (Levy funded) - Inclusion Services (if offering recreation programs) -Fee Assistance program (if offering recreation programs) -Business Licensing -Citizen Response- Qalerts -City-wide Customer Service (Phone/Email) -Cashiering/Payment Processing -Deposit/ALE -Waiver Management Asset Management (Animal Care-if we have animals) - Advisory Committees - Sr. Advisory/RYPAC - Supplemental Hiring (Citywide) - Volunteer Management/Tracking 	<ul style="list-style-type: none"> -Park Planning and Development -Turf management -Facility support (litter pickup, restroom cleaning, graffiti removal, etc.) -Trails maintenance - Horticulture and Vegetation Management - Amenities repairs and preventative maintenance -Irrigation management -Asset management -Environmental Stewardship -Right-of-Way maintenance (safety) - Play structure maintenance/safety audits Parks and Trails Commission

Budget Priority	Safe & Resilient								
Outcomes	Effective emergency prevention strategies			Well-executed emergency responses				Comprehensive investigations that provide appropriate resolutions	
Budget Offers	Fire Prevention Services	Street & Traffic Safety	Construction Inspection	Police Dispatch & Support	Police Patrol & Response	Fire Support Services	Fire & Medical operations	Criminal Justice	Criminal Investigations
Departments	-Fire	-Public Works	-Planning -Fire	-Police	-Police	-Fire	-Fire	-Executive -Planning -Police	-Police
Core Programs\Services	<ul style="list-style-type: none"> -Fire and Life Safety Inspection (IFC 104.3/RCW 43.44) -Code Compliance (IFC 104) -Fire Investigation (IFC 104.10/RCW 43.44.050) -System Reliability Program (IFC 901.6) -Fire Alarm Operational Permits (RMC 15.06.13 (13)) -Special Events Permits (COR requirement) -On-Call Fire Suppression Support (RCW 43.44.050) 	<ul style="list-style-type: none"> -Signal Operations -Signal Maintenance -Traffic Operations Center -Snow and Ice Removal -Sidewalk Maintenance and Repair -Traffic Signs -Traffic Markings -Street Cleaning -Vegetation Management -Traveled Way Maintenance -Special Purpose Pathways -Communication and Illumination -Safety and Maintenance Programs -Street Signs -Signal Operations and Maintenance -Traffic Signal System -Communication and Illumination -Safety and Maintenance Programs -Traveled Way -Sidewalks -Special Purpose Pathways -Traffic Markings -Snow and Ice -Street Cleaning -Vegetation Management 	<ul style="list-style-type: none"> -Construction Inspection -Code Compliance -Building Inspections -Low Impact Development Inspection -Plan Review -Construction Inspections -Building Inspections -Plan Review -Business Partnerships 	<ul style="list-style-type: none"> -Recruitment -Testing -Training -Records -911 Dispatch -Peer Support -Property and Evidence -Communications (911 Center) -Records -Property and Evidence -Recruitment and Training -Peer Support 	<ul style="list-style-type: none"> -Patrol -Bike Team -Traffic Unit -Domestic Violence Advocate -Mental Health Professional -K-9 Unit -Crowd Demonstration Unit -Patrol Division -Bike Team -K-9 Unit -Traffic Unit -Crowd Demonstration Unit 	<ul style="list-style-type: none"> -Training (initial EMS, Fire, and Rescue) -Training (Technician level) -Recruitment -Promotional Testing -Regional Coordination -Interlocal Agreement Management -Data Collection and Analysis (RCW 35.103/WAC 296-305) -Organizational Leadership & Readiness -Strategic Planning (RCW 35.103/WAC 296-305) -Personnel Development -Strategic Planning -Personnel Development -Data Collection & Analysis -Interlocal Agreement Management 	<ul style="list-style-type: none"> -Fire Suppression (RCW 35.103/WAC 296-305) -Emergency Medical Services (WAC 246-976) -Technical Rescue (WAC 296-305) -Hazardous Materials Response (WAC 296-824) -Urban Search and Rescue (44 CFR 208) -Bike Team (emergency response) -Mobile Integrated Health (KCEMS Strategic Plan) -Peer Support (NFPA 1500) -Emergency Management (RCW 38.52/WAC 118-30) -CEMP (RCW 38.52) -Continuity of Operations Planning (RCW 38.52) -Emergency Planning (RCW 38.52/WAC 118-30) -CodeRED (Backup communication system) -Volunteer Coordination (ARES disaster communications) -CERT (NIMS req for initial response until arrival WA or federal assistance) 	<ul style="list-style-type: none"> -Prosecution Services: RCW 39.34.180; RMC 1.14.050 (d) Code Compliance -Jail Services: RCW 39.34.180; SCORE Jail contract with City; bail setting under WA Rules for Courts of Limited Jurisdiction (CRLJ) 3.2 -Public Defense: CRLJ 3.1; WA Const. Art I Sec.22 -Video Court: King County District Court operation; CRLJ 3.4(d) -Community Court: collaborative effort between King County District Court, local cities, service providers and other public agencies. 	<ul style="list-style-type: none"> -Criminal investigation -Victim Legal Advocacy -Crime Analysis -Computer Forensics -Special Weapons and Tactics (SWAT) -Hostage Negotiations

Vibrant & Connected Performance Metrics									
Budget Priority	A transportation system that supports multi-modal movement of people and goods		City services and programs that enhance quality of life and community prosperity		City services and future growth facilitated by high-quality public infrastructure and facilities				
Outcomes	Mobility of People and Goods		Arts & Community Events	Housing & Human Services	Facilities Management	Capital Investment Delivery	Community & Economic Development	Microsoft Refresh	Development Services
Budget Offers	Light Rail		Arts & Community Events	Housing & Human Services	Facilities Management	Capital Investment Delivery	Community & Economic Development	Microsoft Refresh	Development Services
Departments	Planning	Planning Public Works Finance Fire	Parks	Planning	Parks	Public Works	Planning	Planning Public Works Fire Finance	Planning Public Works Fire
Core Programs/Services	<p>Transportation Planning and Engineering</p> <p>-Local Transportation Planning (includes State required annual update to TIP; federal and state grant requirements; and short-range project level planning and CIP functional management of Transportation element)</p> <p>-Local and Regional Transit Planning (includes coordination with ST and Metro on service changes, route changes and stop locations; support for Mayor and Council for ST and Metro policy work)</p> <p>-Multimodal Transportation (includes vehicular, walking, biking, transit and other modes of travel in both short and long-range planning)</p> <p>-Transportation Master Plan (GMA required element of Redmond Comprehensive Plan that includes required Transportation Facilities Plan, Concurrency and periodic recalibration of Transportation Impact Fees; includes system plans for all multi-modal transportation modes)</p> <p>-Regional and Private Partnerships (with PSRC; Bellevue, Kirkland, Redmond BKR modeling; remaining provisions in BROTS agreement with Bellevue; CFD and other partnerships with Microsoft; WSDOT and Sound Transit; transportation conditions in development agreements and development approvals)</p> <p>-Grants (see Local Transportation Planning)</p> <p>-Capital Investment Program (CIP) Development (see Local Transportation Planning)</p> <p>Commuter Assistance Office required by both state CTR laws and our city's transportation management program requirements.</p>	<p>-Development Agreement - level of services for the Sound Transit Offer is contractually defined under the terms of a Council adopted Development Agreement</p> <p>-Project Administration Agreement - permitting, project management and inspection are contractually defined and funded by Sound Transit</p> <p>-Real Property Agreement - legal and technical review of property transactions between City and Sound Transit are contractually defined and funded by Sound Transit</p>	<p>-Art ordinance</p> <p>-Arts and Culture Commission</p> <p>-Public Art Maintenance</p> <p>-Public Art program</p> <p>-Department Signage</p> <p>-Permit Approvals/Denials (external organizations)</p>	<p>ARCH http://www.archhousing.org/about-arch/pdf/First%20Amended%20Interlocal.pdf - funding and support of ARCH is provided for in the interlocal agreement</p> <p>Public Defender: 6th Amendment of the US Constitution and RCW 10.101.030</p> <p>-Encampment Clean -up Zoning Enabling Act RCW 36.70.010 Purpose and intent. The purpose .. assuring the highest standards of environment for living... conserving the highest degree of public health, safety, morals and welfare. RCW 35A.70.070 Public health and safety, general laws</p> <p>-Community Development Block Grant- Title 1 of the Housing and Community Development Act of 1974, and the Interlocal Cooperation Agreements (ICA) for the CDBG Consortium and HOME Consortium with King County- both set standards for the receipt, coordination, reporting and administration of the Redmond CDBG entitlement for capital and administration</p> <p>- Affordable Housing CPP H-1 Address the countywide need for housing affordable to households with moderate, low and very-low incomes, including those with special needs.</p> <p>Human Services Commission Staff Support RMC Chapter 4.30 HUMAN SERVICES COMMISSION*</p>	<p>-Facilities Planning and Development</p> <p>-Facilities Maintenance</p> <p>-Strategic Planning</p> <p>-Property Management</p> <p>-Asset Management</p> <p>-Contracted Services Management</p>	<p>-Contract Management</p> <p>-Inspection</p> <p>-Governance Framework</p> <p>-Project Management</p> <p>-Contract Administration</p> <p>-Construction Inspection</p> <p>-Public Outreach/Stakeholder Engagement</p> <p>-Quality Management</p>	<p>Housing Planning - CPP H-1 Address the countywide need for housing affordable to households with moderate, low and very-low incomes, including those with special needs. Also administration of RZC 21.20 AFFORDABLE HOUSING</p> <p>Public Policy -Comprehensive Plan Update and Review RCW 36.70A.130 (1)(a) Each comprehensive land use plan and development regulations shall be subject to continuing review and evaluation by the county or city that adopted them. RCW 36.70A.140 Comprehensive plans—Ensure public participation.</p> <p>Zoning Code - Zoning Regulations, Strategic, and Functional Plan Updates RCW 36.70A.130, RCW 35A.63.105, RCW 35A.63.105; RCW 36.70A.120 Planning activities and capital budget decisions—Implementation in conformity with comprehensive plan.</p> <p>-Planning Commission: RCW 36.70 Planning Enabling Act.; RCW 35.63.100 Restrictions—Recommendations of commission—Hearings—Adoption of comprehensive plan—</p>	<p>-Memorandum of Understanding - level of services for the Microsoft Refresh offer is defined under the terms of an MOU adopted by the City Council. August 4, 2020</p> <p>-Project Administration</p> <p>-Land Development</p> <p>-Civil Engineering</p> <p>-Building and Fire Plan</p> <p>-Inspection</p> <p>-Fire Plan Review and Inspection</p>	<p>-Permit Issuance - Development Services Line of Business RCW 36.70B, RMC Titles 12,13,15,16 and 21</p> <p>-Civil Review - Development Services Line of Business RCW 36.70B, RMC Titles 12, 13, 15, 16 and 21</p> <p>-Inspection - Federal Clean Water Act; Department of Ecology Stormwater Manual; RMC Chapter 15.24; International Building Code; RCW 19.27</p> <p>-System Modeling - capacity analysis for utilities availability RMC 13.</p> <p>-Franchise Agreements - RCW 47.52.090, Ordinance No. 1440 and 2163.</p> <p>-Temporary Construction Dewatering - fulfill public water system wellhead program requirements of Chapter 246-290 WAC.</p> <p>-Land use - RCW 36.21A (GMA), RCW 36.21B, RCW 36.21C, RCW 58.17, RCW 43.21C (SEPA), RCW 90.58 (Shorelines)</p> <p>-Environmental Actions - RCW 43.21C (SEPA)</p> <p>-Code Enforcement - RMC 1.14</p> <p>-Civil Engineering - Development Services Line of Business RCW 36.70B, RMC Titles 12, 13, 15, 16 and 21</p> <p>-Building and Fire Plan Review - RCW 19.27; Title 51 WAC</p> <p>-Right-of-Way RMC 12.08</p> <p>-Fire Plan Review (IFC 104)</p>

2021-22 Human Services Funding Recommendations

	Agency Name	Program Name	Brief Description	Request \$/year	2021 Award \$/Year
Food and Essential Supplies	Assistance League of the Eastside	Operation School Bell	Support for LWSD students to shop for new clothes, shoes, and coats.	\$8,000	\$0
	Babies of Homelessness	Basic Needs Services for Families Experiencing Homelessness	A mobile program that provides basic necessities to homeless families.	\$3,000	\$0
	Eastside Baby Corner (EBC)	Meeting Basic Needs for Children	Provides essential items such as diapers, formula, car seats, clothing, shoes, and supplies.	\$17,905	\$17,905
	Hopelink	Emergency Food	Food assistance through food banks, a Mobile Market, home delivery for homebound individuals, and emergency bags.	\$72,900	\$72,900
	Kits For Peace	Providing Kits for the homeless in Puget Sound	Kits filled with seasonally appropriate basic need items, resources, and information for people in need in our communities.	\$10,000	\$0
	Lake Washington Schools Foundation	Lake Washington Schools Foundation - Pantry Packs	Provides weekly packs of food for LWSD students to use during weekends, school holidays, and the summer.	\$10,000	\$10,000
	MAPS - MCRC	Food & Gas Card Distribution Program	Emergency assistance to purchase food or gas.	\$20,000	\$0
	Northshore Schools Foundation	M.I.L.K. Money	Funds activity costs, emerging needs, crisis funding (utilities, groceries, etc.) for students	\$500	\$0
	Sound Generations	Meals on Wheels	Delivers nourishing meals to elders and disabled adults in King County.	\$4,019	\$4,019
	The Salvation Army	Eastside Social Services	Provides emergency financial rent, mortgage and various utilities to promote housing stability and a hot meal program.	\$15,000	\$0
Attain Housing	Stable Home Program	Provides rental assistance and case management services.	\$21,000	\$21,000	
Catholic Community Services of King County	Emergency Assistance	Provides emergency and basic needs such as rental assistance and eviction prevention.	\$12,000	\$12,000	
Eastside Legal Assistance Program	Housing Stability Program	Legal assistance to work with low income residents on housing stability.	\$50,000	\$0	

2021-22 Human Services Funding Recommendations

	Agency Name	Program Name	Brief Description	Request \$/year	2021 Award \$/Year
Financial, Case Management and Legal Support to Remain Housed	Eastside Legal Assistance Program	Eastside Legal Assistance Program	Provides free civil legal aid to low income residents.	\$25,000	\$20,066
	Fair Housing Center of Washington	Fair Housing Education	Training and technical assistance on Fair Housing laws to combat illegal housing discrimination.	\$4,000	\$0
	Hopelink	Family Development	A voluntary case-management program that serves families who are homeless or at risk of homelessness.	\$36,000	\$19,436
	Hopelink	Financial Assistance Resiliency Program	Flexible financial aid and short-term system and cultural navigation to access help.	\$38,316	\$38,316
	King County Bar Association	King County Bar Association Pro Bono Services	Free legal consultations in family law, debt and bankruptcy, immigration and housing.	\$3,500	\$0
	LifeWire	Housing Stability Program	Financial assistance for survivors of domestic violence.	\$23,471	\$23,471
	TBD	Legal Assistance Tenant Support RFQ	Legal support to support tenants after "eviction cliff".	\$0	\$50,000
Homeless Services and Housing	Catholic Community Services of King County	New Bethlehem Place	24/7/365 shelter and essential day center services for families experiencing homelessness.	\$50,000	\$50,000
	Child Care Resources	Homeless Child Care Program	Child care subsidies and customized case management services for families experiencing homelessness.	\$21,609	\$21,429
	City of Redmond Homeless Outreach	Flex Funds	Flexible funds to help stabilize homeless clients.	\$10,000	\$10,000
	Congregations for the Homeless	On and Up Housing	20 units permanent affordable housing with light supports for men transitioning from homelessness to stable living.	\$7,500	\$0
	Congregations for the Homeless	Housing	70 units of Permanent Supportive Housing in scattered sites for single men transitioning from homelessness to stable living.	\$8,900	\$8,329
	Congregations for the Homeless	Housing Navigation	Provides navigation support to access to housing for men, women, and children experiencing homelessness.	\$10,000	\$0
	Congregations for the Homeless	Rotating Shelter	Overnight rotating shelter operating for 30 men experiencing homelessness.	\$14,400	\$10,880

2021-22 Human Services Funding Recommendations

Agency Name	Program Name	Brief Description	Request \$/year	2021 Award \$/Year	
Congregations for the Homeless	24/7 Enhanced Shelter Program	Year-round, 24 hour site with services for men experiencing homelessness.	\$169,505	\$100,000	
Friends of Youth	TLP Housing for Homeless Young Adults and Young Families	Transitional housing and supportive services to young adults and young families experiencing homelessness.	\$44,908	\$35,407	
Friends of Youth	Youth and Young Adult Shelter	Two year-round shelters for youth and young adults experiencing homelessness.	\$55,542	\$18,884	
Friends of Youth	Drop-In Services for Homeless Youth and Young Adults	Connects young people experiencing homelessness (ages 16-24) with the information, services and resources.	\$124,000	\$76,500	
Hopelink	Housing	19 units of Emergency Shelter, 51 units of Transitional Housing, and 35 units of Permanent Housing.	\$62,927	\$62,316	
Humanize Homelessness	Humanize Homelessness Connected Hub (CoHub)	A single platform/hub to integrate the King County Shelters, community of volunteers, service providers to address homelessness.	\$5,000	\$0	
MAPS - MCRC	Housing For Single Women	Socially and culturally appropriate transitional housing for single women.	\$24,000	\$0	
The Sophia Way	Sophia's Place Extended-Stay Shelter and Resource Center	Provides shelter and services for women experiencing homelessness.	\$72,376	\$72,376	
The Sophia Way	Helen's Place - Day Center & Emergency Shelter	Combined emergency shelter and day center, with 24/7/365 services for homeless women.	\$120,000	\$100,000	
YWCA Seattle King Snohomish	YWCA Family Village	20 units of Permanent Supportive Housing for homeless families.	\$29,000	\$25,076	
Violence and Sexual Assault Survivors	Consejo Counseling and Referral Service	Domestic Violence Community Advocate Program	Support for Latino immigrants domestic violence survivors.	\$4,500	\$4,286
	Harborview Medical Center	Harborview Center for Sexual Assault & Traumatic Stress	Services for children, youth and adults who have experienced sexual assault or other traumatic events.	\$9,670	\$9,576
	King County Sexual Assault Resource Center	Comprehensive sexual assault advocacy services	Comprehensive trauma focused crisis and advocacy services in English and Spanish for victims of sexual assault and their families.	\$17,260	\$16,919

2021-22 Human Services Funding Recommendations

Support for Domestic

Physical and Emotional Well Being

Agency Name	Program Name	Brief Description	Request \$/year	2021 Award \$/Year
LifeWire	Emergency Shelter (MSH)	Confidential emergency shelter for survivors who are fleeing a violent relationship.	\$23,608	\$7,949
LifeWire	Survivor Advocacy Services	Advocacy services for survivors of domestic violence.	\$90,423	\$51,581
Asian Counseling and Referral Service	Whole health Oriented Mental Health Program	Whole health oriented mental health services for Asian Pacific Islander (API) individuals living with chronic mental illness.	\$5,000	\$5,000
Asian Counseling and Referral Service	Children, Youth and Families Program	Bilingual/bicultural mental health services for low-income Asian American and Pacific Islander (AAPI) youth and their families.	\$9,810	\$9,810
Crisis Clinic	Teen Link	Teen peer-to-peer help line and chat/text service that focuses on providing emotional support and resources.	\$8,548	\$0
Crisis Clinic	Crisis Line	Provides free and confidential telephone crisis intervention, information, referral and support services to anyone in emotional crisis.	\$10,000	\$8,930
HealthPoint	Dental Care	Diagnostic, preventive, restorative, urgent and emergency dental care.	\$25,000	\$25,000
HealthPoint	Medical Care	Medical treatment and care for preventive, urgent, acute and chronic health conditions.	\$29,000	\$29,000
IKRON of Greater Seattle	Behavioral Health Services	Mental health and recovery services, including psycho-social assessments, counseling, case management, and substance abuse treatment.	\$33,000	\$19,967
India Association of Western Washington	IAWW Mental Health Support Program	Culturally nuanced services for mental health support of Asian Indian families, seniors and youth addressing body, mind and soul.	\$30,000	\$30,000
NAMI Eastside	NAMI Eastside - NAMI-in-the-Schools	Brings mental health awareness and suicide prevention to high school and middle school age students.	\$5,000	\$0
NAMI Eastside	NAMI Eastside - Individual & Family Support, Educational Programs, and Resource & Referrals	Individual & Family Support Groups, Educational Programs, and Resource & Referrals Services.	\$21,030	\$16,501

2021-22 Human Services Funding Recommendations

Agency Name	Program Name	Brief Description	Request \$/year	2021 Award \$/Year
Therapeutic Health Services	Alcohol/Drug Treatment	Intensive outpatient and outpatient drug and alcohol treatment, counseling and case management services.	\$26,184	\$24,280
Washington Poison Center	Washington Poison Center Emergency Services	Emergency telephone helpline for free treatment advice and information on exposures to potentially poisonous or toxic substances.	\$4,875	\$0
Youth Eastside Services	Early Childhood Behavioral Health	Provides early childhood intervention to empower the parent to support the infant's/child's healthy social, emotional and cognitive development.	\$45,039	\$16,946
Youth Eastside Services	Behavioral Health Care for Children and Youth	Evidence-based mental health counseling, substance use treatment, co-occurring disorders treatment (for those with mental health/substance abuse conjointly), psychiatric services and case management.	\$121,561	\$52,900
Bridge Disability Ministries	Meyer Medical Equipment Center	Provides refurbished medical and mobility equipment.	\$5,000	\$0
Bridge of Promise	Bridge Academy	Provides life-skills, therapeutic classes, and community participation opportunities for adults 21+ with disabilities.	\$12,000	\$12,000
Catholic Community Services of King County	Volunteer Services	Volunteers help with household chores and transportation so the participants can remain living independently for as long as safely possible.	\$10,000	\$8,744
Community Homes, Inc.	Housing Education & Navigation for People with Intellectual/Developmental Disabilities	Housing navigation services, education workshops/webinars, and family/caregiver networking opportunities for families with individuals who have intellectual and developmental disabilities.	\$2,000	\$2,000
Community Homes, Inc.	Community-based Housing for People with Intellectual and Developmental Disabilities	Community-based housing for adults with intellectual and developmental disabilities (I/DD).	\$5,000	\$5,000
Easterseals Washington	Eastside Adult Services Center	Adult Day Health and Care programming for aging adults and adults with disabilities.	\$8,500	\$8,500

Older Adults and People Living with Disabilities

2021-22 Human Services Funding Recommendations

Agency Name	Program Name	Brief Description	Request \$/year	2021 Award \$/Year
Northwest Parkinson's Foundation	Isolation Outreach Initiative	Free educational and support resources fo Parkinson's and develop self-care tools that help improve quality of life and reduce isolation for people with Parkinson's and their families.	\$1,350	\$0
Redmond Senior Center	Senior Lunch Program	Support the Redmond Senior Center lunch program.	\$20,000	\$20,000
Sound Generations	Volunteer Transportation Program	Free, personalized, and safe transportation to healthcare appointments and other essential visits.	\$14,000	\$7,034
Washington Autism Alliance & Advocacy	Family Autism Service Navigation, Advocacy, and Supports	Empowers families and providers through an array of services that help people with autism spectrum disorders and related intellectual and developmental disabilities.	\$6,750	\$6,750
AtWork!	AtWork! - Community Liaison	Serves students and adults with disabilities by designing customized jobs and providing on-going on-site support for individuals and businesses.	\$8,000	\$0
Child Care Resources	Child Care Financial Assistance	Child care subsidies for low- and moderately-low-income families who need help paying for child care and do not qualify for the state subsidy.	\$63,715	\$56,512
Global Social Business Partners (GSBP)	ISEED--Innovation For Social Entrepreneurship and Environmental Development	Fosters entrepreneurship and social business innovation to solve social and environmental issues.	\$50,000	\$0
HERO House	Supported Employment	Serves adults with mental illness by using a national clubhouse model.	\$17,000	\$14,280
Hopelink	Financial Capabilities	Provides coaching and education to help clients set financial goals, develop a budget, and more.	\$12,000	\$0
Hopelink	Employment	Support services to very low income or homeless individuals to help achieve and retain a living wage job.	\$40,000	\$40,000
Hopelink	Adult Education	GED/High School+ classes and English for Work classes, which help immigrants and refugees improve their English and prepare for employment.	\$77,000	\$13,379
IKRON of Greater Seattle	Integrated Employment Services	Employment readiness activities, job placement and job sustainment services, with other supports and behavioral health services.	\$19,800	\$15,973

Education and Job Support

2021-22 Human Services Funding Recommendations

Agency Name	Program Name	Brief Description	Request \$/year	2021 Award \$/Year
Jewish Family Service	JFS Refugee and Immigrant Services	Services include refugee resettlement, job placement, English Language Acquisition classes and naturalization preparation.	\$25,000	\$6,462
Kindering Center	Kindering - Child Care and Preschool Consultation (CCPC)	Support child care and preschool providers caring for children through consultation and training which focuses on early identification of developmental disabilities/delays and behavior challenges.	\$34,563	\$13,119
Athletes For Kids	AFK Youth Mentoring	Model to support kids with disabilities and special needs and the high school athletes who mentor them.	\$5,000	\$0
Camp Kindness Counts	Youth and Family Well-being Program	Fosters youth and family sense of belonging and purpose through community engagement, increasing happiness and resilience through character development activities and providing parents support and education.	\$6,494	\$0
Families of Color Seattle	Parent Groups for Families of Color	Pilot diverse Parent Groups for families of color in the Eastside.	\$10,000	\$10,000
India Association of Western Washington	India Association of Western Washington Human Services	Addresses needs of seniors, families, youth via an innovative community input driven approach to programming and support services addressing isolation and lack of resources.	\$20,000	\$10,506
Kindering Center	Parenting Plus	Provides parents with the instruction, specialized support and counseling that they need to thrive.	\$3,807	\$3,807
Kindering Center	Kindering - Families In Transition (FIT)	Supports young children experiencing homelessness and their families with developmental health services, education, outreach and connection to services delivered in the community.	\$68,375	\$10,200
Lake Washington Schools Foundation	Looking Into the Needs of Kids and Schools (LINKS)	Mentoring program to support students in elementary schools.	\$10,000	\$0
TBD	Family Resource Center	Launch a wraparound support model for LWSD students and families.	\$40,000	\$40,000
The One Love Foundation in Honor of Yeardley Love	One Love Washington Cities Program	Education for young people about the difference between healthy and unhealthy relationships.	\$10,000	\$0

Supporting Youth and Families to Build Resilient Communities

2021-22 Human Services Funding Recommendations

Agency Name	Program Name	Brief Description	Request \$/year	2021 Award \$/Year	
The YMCA of Greater Seattle	YMCA - Summerwood School House	A space for any youth in the Summerwood community to engage in educational and enrichment activities, a nutritious meal, and opportunities to create connections with peers and their community.	\$40,432	\$20,000	
Youth Eastside Services	Success Mentoring	Provides supportive, community-based mentoring to help children/youth at risk of emotional dysregulation and academic issues.	\$20,073	\$0	
Youth Eastside Services	Community-based Outreach Services	Outreach to at-risk children/youth; drop-in counseling services; and group services.	\$35,003	\$0	
Youth Eastside Services	Family Net	Provides comprehensive, free-of-charge progressive engagement case management for a LWSD children and families.	\$67,102	\$0	
Youth Eastside Services	Latinx Programs	Culturally-relevant youth development activities facilitated by bilingual (Spanish-English)/bicultural staff.	\$35,894	\$20,000	
System and cultural navigation and access	Chinese Information and Service Center	CISC Family Resource Support Program	Provide Chinese and Russian families on the Eastside access to information and referral around health, education, training, legal, naturalization, benefits, and basic needs.	\$31,570	\$31,570
	Crisis Clinic	King County 2-1-1	Provides centralized access to King County resources online or by calling 211.	\$12,500	\$9,002
	India Association of Western Washington	India Association of Western Washington Cultural Navigator Program	Support, workshops, training and information to connect people with basic resources.	\$10,000	\$3,782
	MAPS - MCRC	Refugee and Immigrant Assistance	Assist immigrant and refugees in acclimatization, accelerate assimilation, and self-sufficiency.	\$10,000	\$0
	MAPS - MCRC	Information, Referrals, & Resources (IR&R)	Provide intakes to assess service needs with language and cultural access.	\$50,000	\$10,200
	TBD	Spanish Cultural Navigator RFQ	Provide access and culturally relevant services to Spanish-speaking individuals.	\$15,000	\$15,000
				\$2,656,714	\$1,622,775

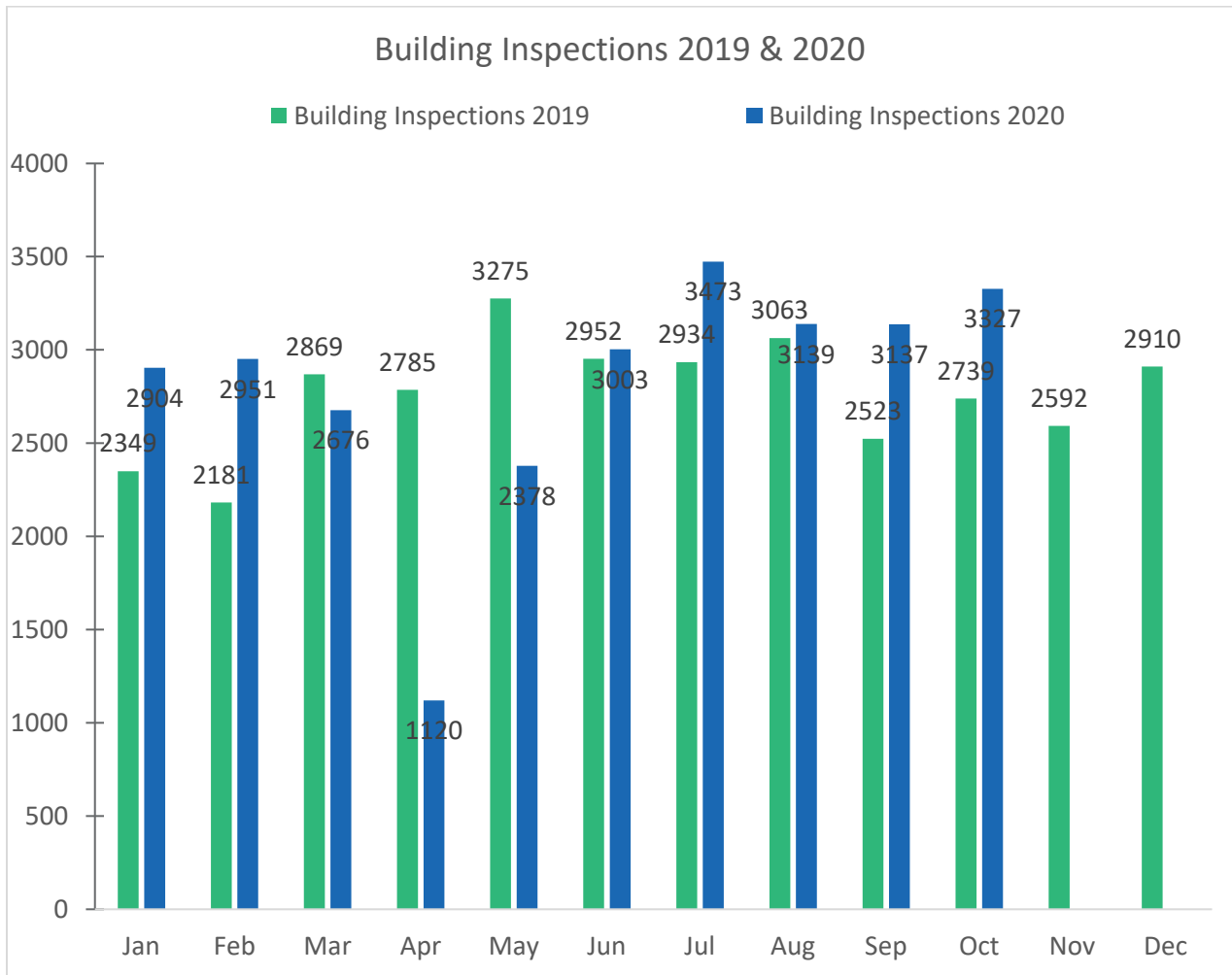
Human Services Offer	00080	000248		
	2019-2020 Adopted Budget	2021-2022 Preliminary Budget	Difference	Notes
Salary & Wages	\$ 938,802	\$ 1,039,727	\$ 100,926	- Increase of Senior Planner 0.75 FTE to 1.00 FTE. We used an increment of existing FTE. - Realignment of General Fund Planning Admin Staff increased in 21-22 Budget
Other Compensation	\$ 2,704	\$ 2,400	\$ (304)	
Personnel Benefits	\$ 317,070	\$ 365,153	\$ 48,082	- Increase of Senior Planner 0.75 FTE to 1.00 FTE. We used an increment of existing FTE. - Realignment of General Fund Planning Admin Staff increased in 21-22 Budget
Supplies	\$ 19,798	\$ 16,406	\$ (3,392)	- Includes refreshments for HS commission, supplies for community outreach programs and events
Professional Services	\$ 2,851,871	\$ 2,934,937	\$ 83,066	- 10% increase in Human Services Grant Awards in 2021-2022 budget - 2019-2020 budget includes one-time funding such as WASPC Grant (\$84,122), Collaboration for Needs Assessment-Eastside (\$15,000) and additional Council funding to Human Services (\$100,000) - 2021-2022 budget includes one-time budget of \$40,000 for Human Services Strategic Plan Update
Communication	\$ 7,828	\$ 3,996	\$ (3,832)	- Reduction in baseline budget for printing costs due to continued lower spending.
Training	\$ 17,149	\$ 16,758	\$ (391)	
Advertising	\$ 2,542	\$ 6,828	\$ 4,286	- Increase in Planning employment advertising budget, which increased the split of budget to various divisions (including HS).
Fleet Maintenance	\$ 3,642	\$ 6,213	\$ 2,571	- Increase of baseline primarily due to Fleet Maintenance and Insurance for the fleet that was purchased in 2020 for the Homeless Outreach program Manager.
Repairs & Maintenance	\$ 3,753	\$ 2,782	\$ (971)	
Other Services & Charges	\$ 683	\$ 720	\$ 37	
Intergovernmental	\$ 22,000	\$ 22,756	\$ 756	EHSF & Alliance for Eastside Cities
	\$ 4,187,842	\$ 4,418,676	\$ 230,834	

Note: Part of General Fund Planning Administration cost is budgeted in various General Fund Planning divisions included Human Services division.



Department of Planning and Community Development

2021/2022 construction inspections are projected to continue at the same pace as the previous two years. The following charts show the building inspection and permit data for the last two years to-date that are used to anticipate future demand for inspection services.





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