



City of Newcastle

Public Works Department

Newcastle Citizens Academy
March 8, 2018

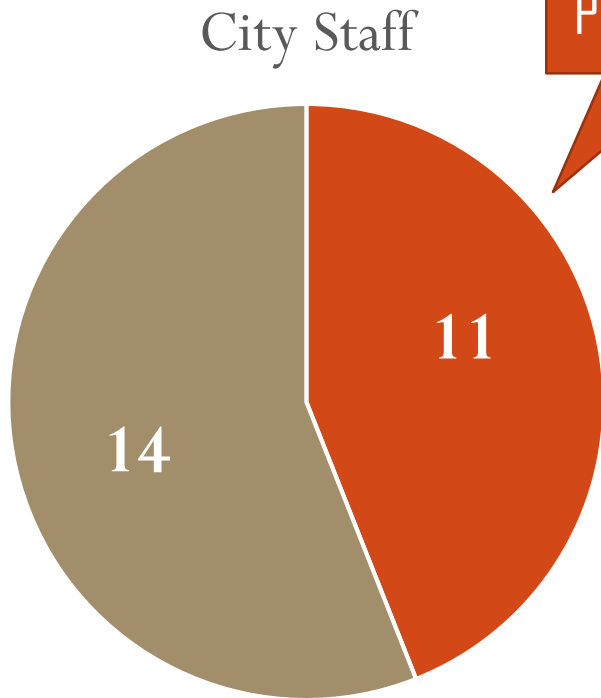
WHO we are



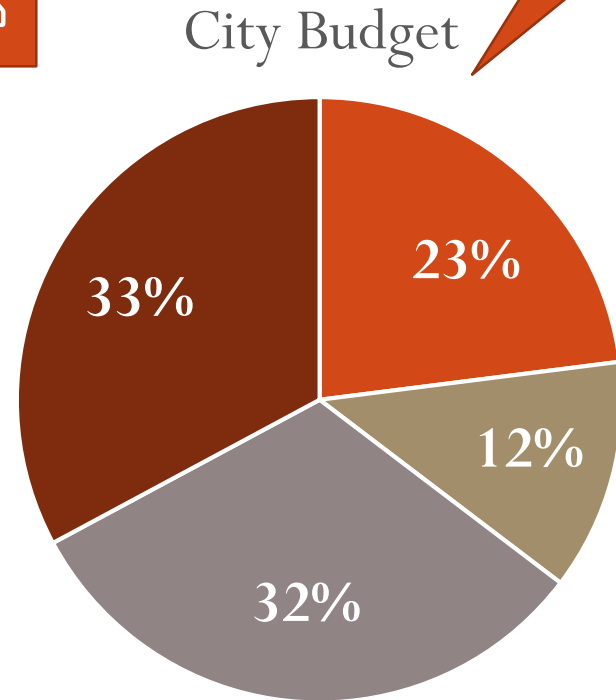
WHAT do we do

and **WHY** do we do it

WHO we are



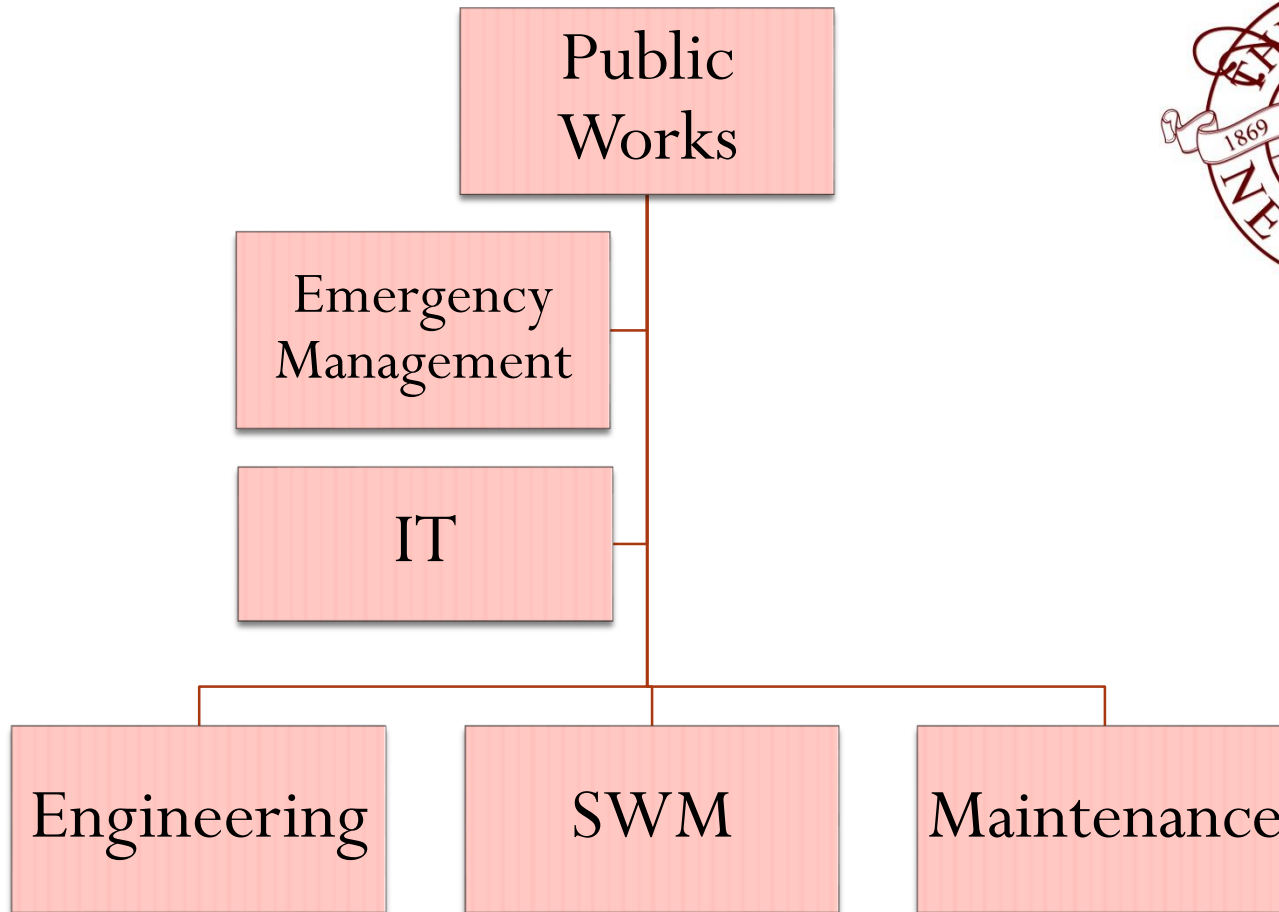
PUBLIC WORKS



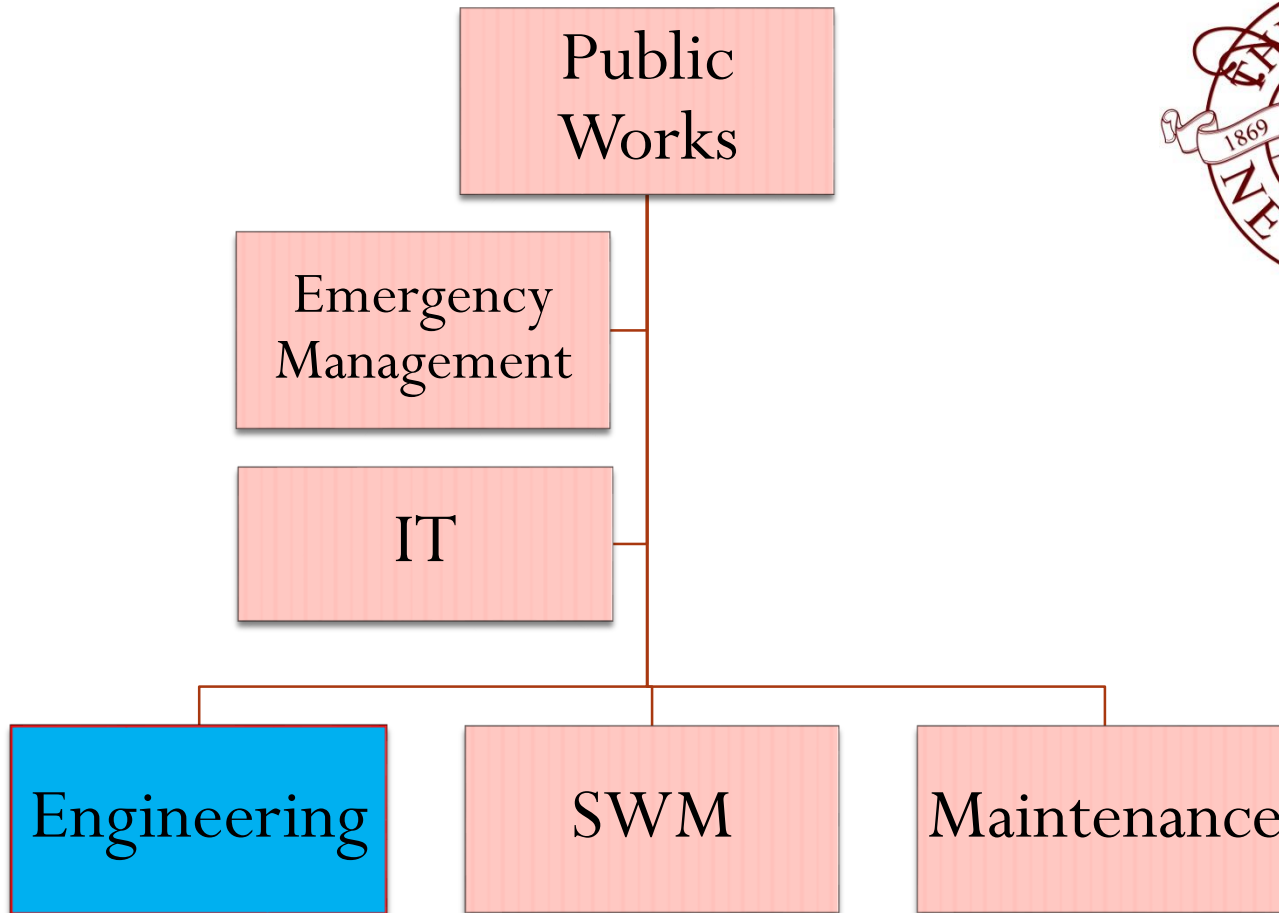
Public Works represents 35% of the total City Budget

- PW Operations
- PW Capital
- Public Safety
- Other

WHO we are



WHO we are



WHO we are: Engineering Division



- ROW/SWM Inspector (1/2)

Eric Greene

Years at City

1

- Project Planner

Julie Cassata, PLA

2

- Assistant City Engineer

Kerry Sullivan, EIT

10

- Public Works Director

Jeff Brauns, PE

3

WHAT do we do

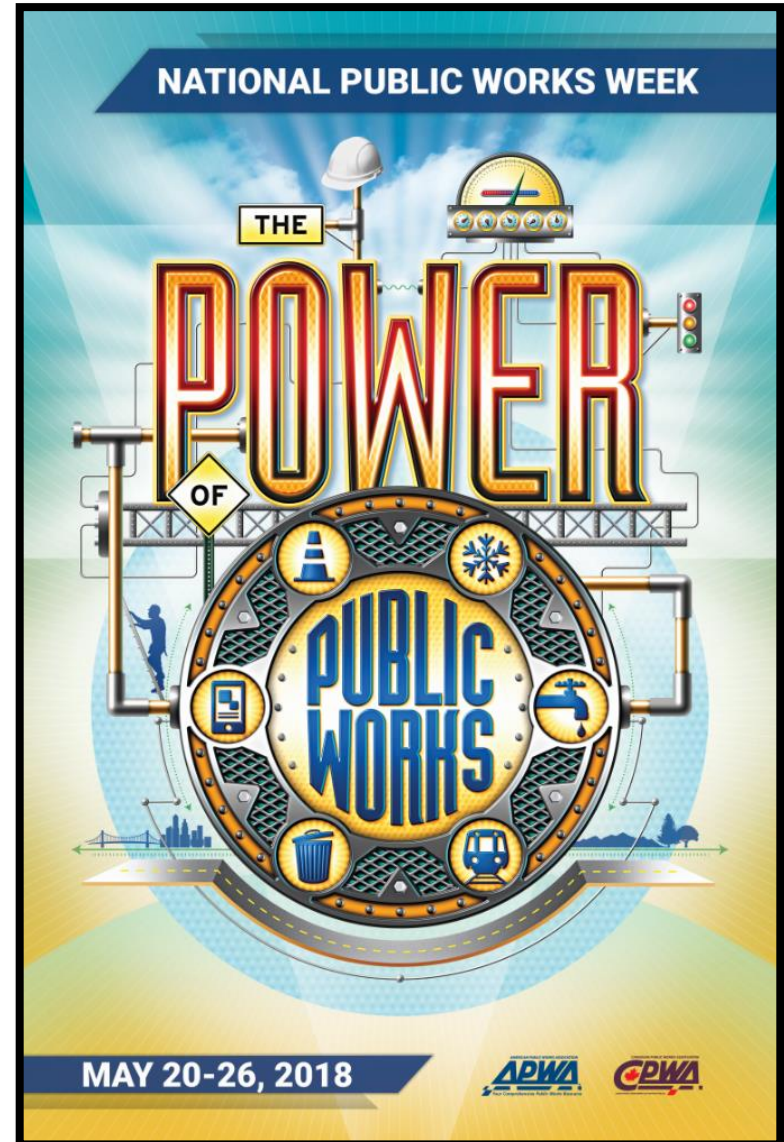


Plan

Build

Operate

Maintain



WHAT do we do: Engineering

Services and Programs

- Capital Improvement Program
 - Transportation
 - Parks
 - SWM
- Inspection
 - Development
 - ROW
- Plan, Manage, & Respond
 - Master Plans
 - Reporting
 - Citizen Requests


WHY do we do it: Engineering

- Enhance the build environment
- Improve safety
- Ensure public improvements are built properly
- Serve our customers

WHAT do we do: Engineering

Capital Improvement Program




REQUEST FOR QUALIFICATIONS
2016 PARKS CIP PROJECTS
City of Newcastle Public Works Department

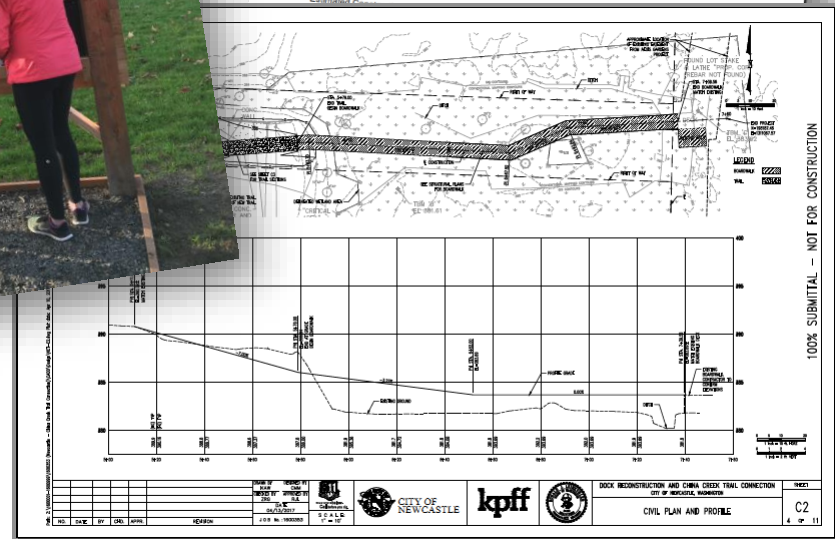
Section 1 – General Information

A. Project Description and Requested Services
The City of Newcastle is seeking engineering design services for two capital improvement projects described below. Professional services to be performed include environmental analysis & documentation, design survey, and engineering design. For efficiency and cost effectiveness, the City is planning to select one firm to complete both projects.

Project No. 1 - China Creek Trail Connection
This work consists of designing a trail extension approximately 300 feet in length. The majority of the trail will begin at the end of the trail boardwalk above an existing Category III depressional wetland. This project will extend the trail westward to 129th Ave SE to complete a continuous route around Lake Boren. The wetland boardwalk is designed to visually match the boardwalk on the Aegle Gardens side. In addition to the services described above, the project scope includes wetland delineation, permitting, and design of any required mitigation.

The project location is in the unopened portion of the SE 75th Street right-of-way between 129th Ave SE and the Aegle Gardens property (located at the intersection of Coal Creek Parkway SE and SE 76th St). See Attachment B for project location information.

Estimated Construction Budget: \$ 230,000



WHAT do we do: Engineering

Capital Improvement Program

Construction Management

- Advertise
- Bid Opening
- Bid Tabulation
- Mandatory Bidders Responsibility Checklist
- Pre-Construction Meeting
- Review of Submittals
- Intents
- Utility Coordination
- Interlocal Agreements
- Conflict Resolution
- Resident Interaction
- Inspections
- Quantity Tracking
- Force Account
- Minor Changes
- Change Orders
- Pay Requests
- Substantial Completion
- Physical Completion
- Certificate of Final Completion
- Affidavits
- Notice of Completion
- Council Acceptance
- Certificates of Release
- Release of Retainage
- State Audits

WHAT do we do: Engineering

Capital Improvement Program



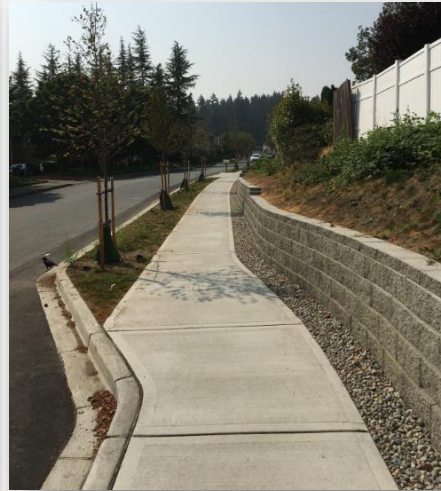
WHAT do we do: Engineering

Capital Improvement Program



WHAT do we do: Engineering

Capital Improvement Program



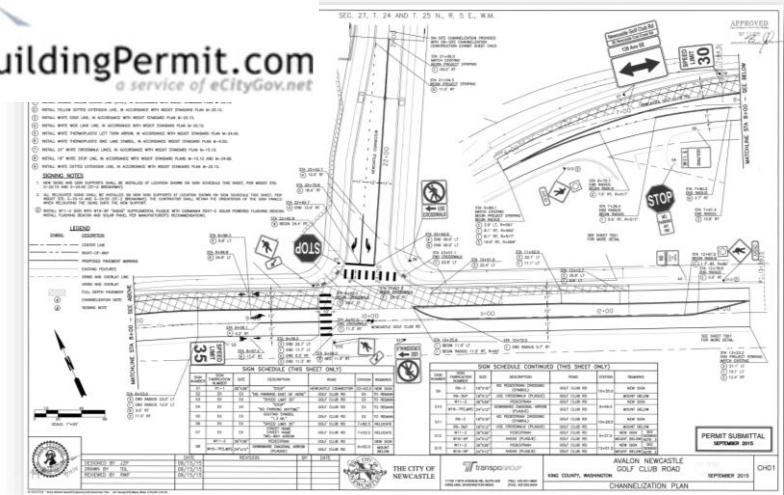
WHAT do we do: Engineering

Capital Improvement Program



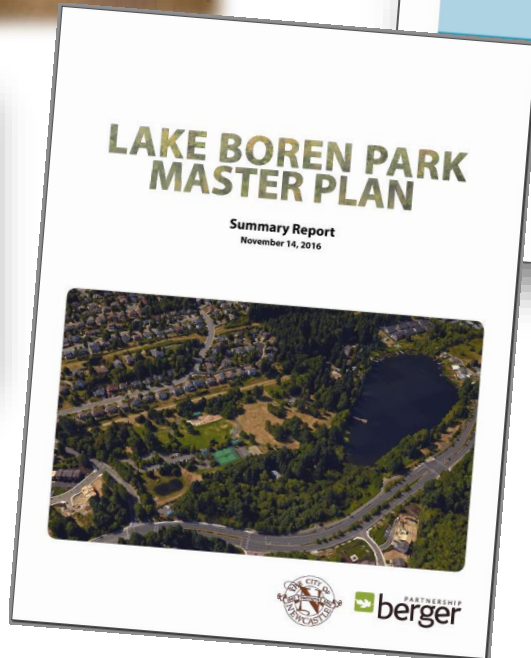
WHAT do we do: Engineering

Inspection



WHAT do we do: Engineering

Plan, Manage, & Respond



RESOLUTION ATTACHMENT A

2018-2023
Six-Year Transportation Improvement Program

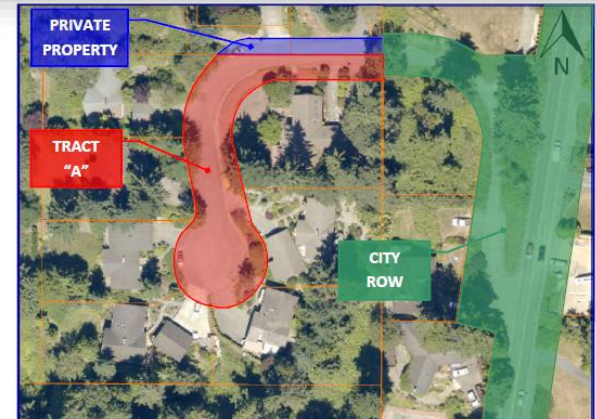
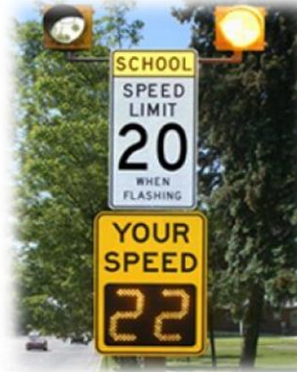
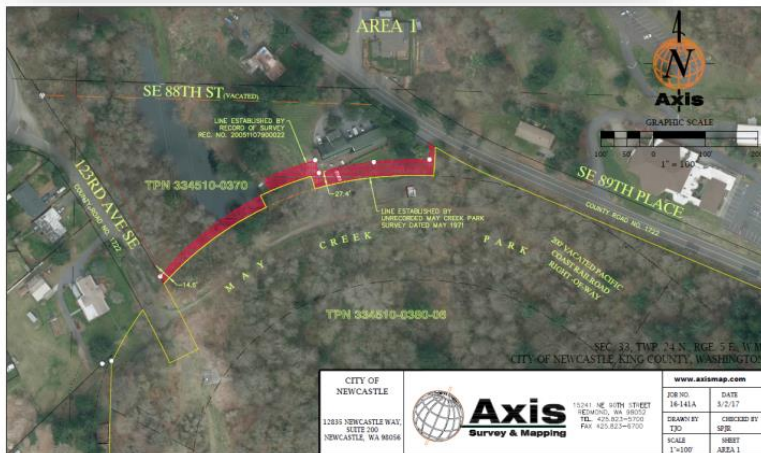
Type	Project No.	Project Name	2018	2019	2020	2021	2022	2023	6-year Total
Prevention	T-011	Pavement Management Program	550,000	550,000	550,000	550,000	550,000	550,000	3,300,000
	T-013	Pavement Management System	16,000		7,500	60,000			83,500
Capital Projects	T-020	SE 84 th Street Extension to SE May Creek Park Drive (Design & ROW)						3,300,000	3,300,000
	T-033	SE May Creek Park Drive (and) Non-motorized Improvements - 12100 Block to 12700 Ave SE (Design & Construction, Phase II)				100,000	900,000		1,000,000
	T-094	Lake Washington Blvd SE Non-Motorized Improvements - SE 73rd St to SE 64th St (Design & Construction)			200,000	1,200,000			1,400,000
	T-041	129th Ave SE Non-motorized Improvements - Ave Boren Park to Newcastle Way (Design & Const., Phase II)	100,000	300,000					400,000
	T-042	Newcastle Way/129th Ave SE Intersection Improvements (Design & Construction)			500,000				500,000
	T-044	Coal Creek Parkway SE Pedestrian Crossing Improvements (Design & Construction)		225,000					225,000
	T-045	Newcastle Way Non-motorized Improvements - 11200 Ave SE to 11400 Ave SE (Design & Construction)	425,000						425,000
	T-046	11200 Ave SE Non-motorized Improvements - Newcastle Way to SE 64th St (Design & Construction)			950,000				950,000
	T-047	SE May Creek Park Drive (and) Non-motorized Improvements - Lincoln Drive NE to 124th Ave SE (Study)	60,000						60,000
	Programs	T-018	City Wide Traffic Calming	75,000	75,000	75,000	75,000	75,000	75,000
T-006		Pedestrian Walkways	20,000	20,000	20,000	20,000	20,000	20,000	120,000
Totals			1,286,000	1,136,000	1,345,000	1,952,000	1,545,000	2,905,000	10,213,500

WHAT do we do: Engineering

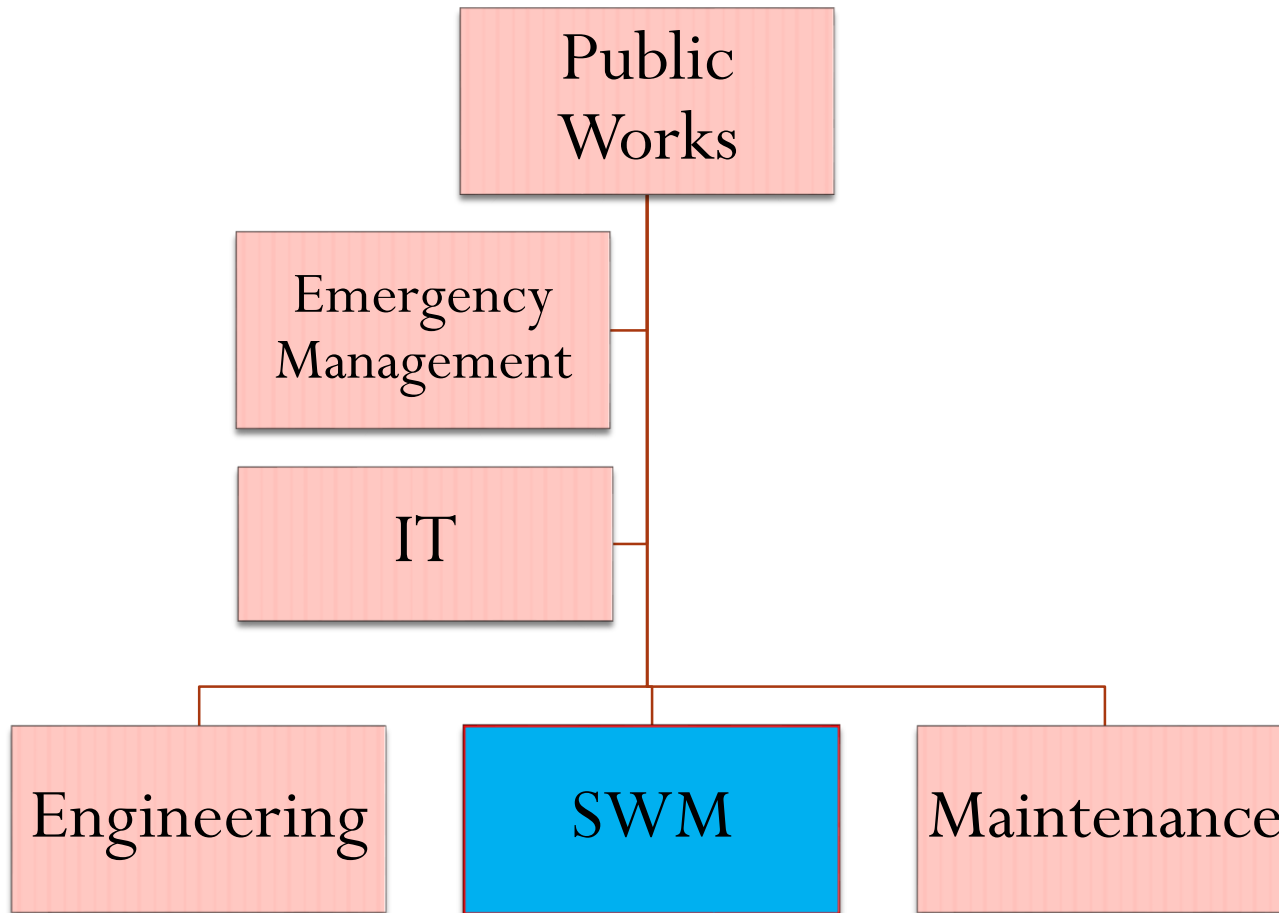
Plan, Manage, & Respond



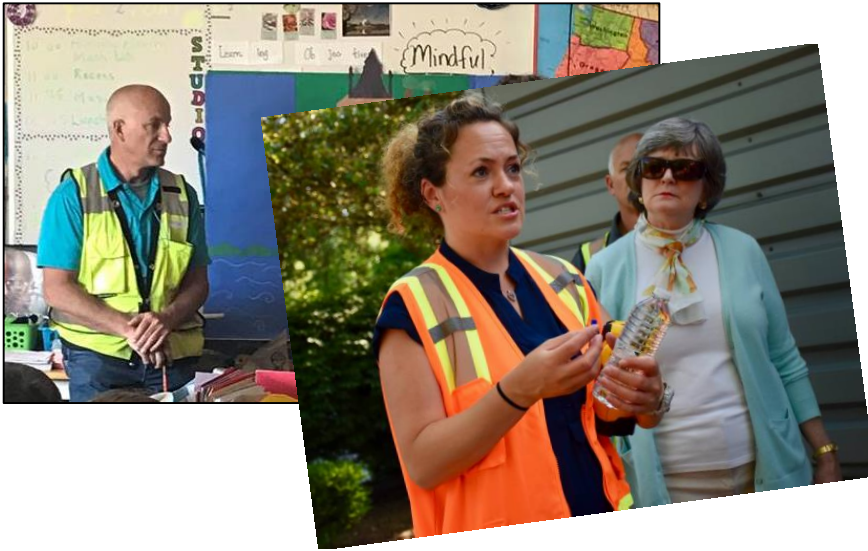
Tasks	Request ID	Entry Date	Issue	Progress
<input type="checkbox"/>	2017144	5/14/2017 7:51:41 PM	Tree Issue	0 of 0
<input type="checkbox"/>	2017143	5/11/2017 2:48:59 PM	Other Issue	0 of 0
<input type="checkbox"/>	2017142	5/9/2017 5:37:55 PM	Grass	0 of 0
<input type="checkbox"/>	2017141	5/8/2017 10:45:05 AM	Debris Issue	0 of 0



WHO we are



WHO we are: SWM Division



- Surface Water Program Manager
- ROW/SWM Inspector (1/2)
- Maintenance Technician
- Maintenance Technician

Audrie Starsy

Eric Greene

Jacob Woll

(vacant)

Years at City

1 ½

1

2 ½

WHAT do we do: SWM

Services and Programs

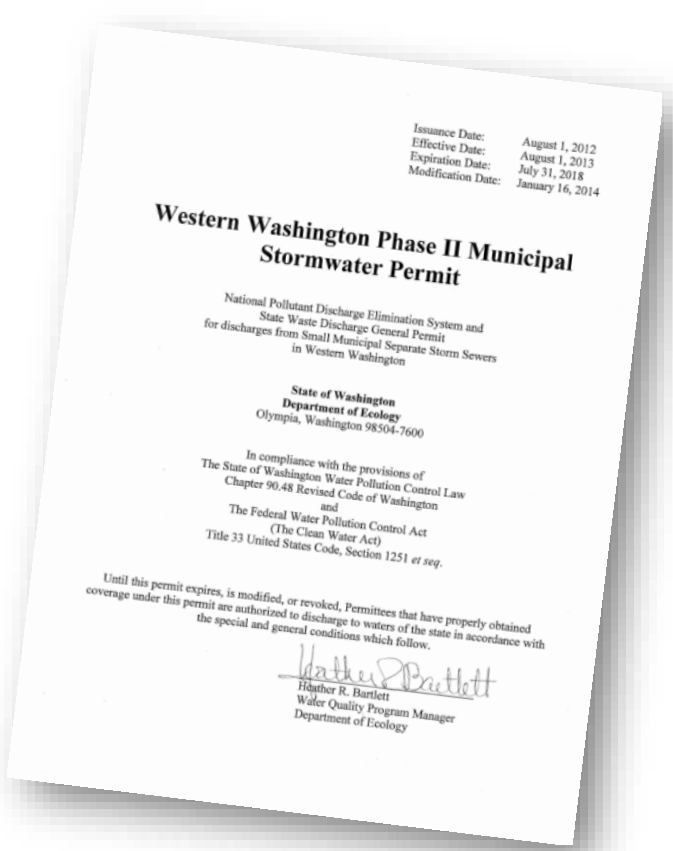
- Manage NPDES Phase II permit
 - Permit Administration and Regional Coordination
 - Public Education and Outreach
 - Illicit Discharge Detection & Elimination (IDDE) Program
 - Construction Site Runoff Program
 - Operations & Maintenance
 - Monitoring and Assessment Program
- Drainage complaints and concerns
- Inspect stormwater facilities

WHY do we do it: SWM

- Regulatory requirement
 - Protect water quality
 - Protect the environment
 - Reduce pollutants
- Prevent damage to people & property
- Address flooding concerns
- Preserve public infrastructure

WHAT do we do: SWM

Manage NPDES Phase II permit



		WESTERN WASHINGTON PHASE II MUNICIPAL STORMWATER PERMIT IMPLEMENTATION SCHEDULE												
		2015			2016			2017			2018			
CHAPTER	SUB-SECTION	February 16	May 15	August 15	February 15	May 15	August 15	February 15	May 15	August 15	February 15	May 15	August 15	
		2015	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025		
A1	SWMP Develop & Implement													
A2	SWMP Plan Annually Updated													
A3	a. Track Costs of Estimated Costs													
	b. Track Inspections, Enforcements & Public Educ. Activities													
A4	Continue Implementation of Existing Programs													
A5	a. Include Coord. Mech. w/ Other Entities (if Applicable)													
	b. SWMP Excludes Internal Coordination Mechanisms													
C1	a. Public Education & Outreach (Local or Regional)													
	b. Create Stewardship Opportunities													
	c. Measure Understanding & Adoption of Behaviors													
C2	a. Public Involvement & Participation (Create opport.)													
	b. SWMP & Annual Report Website Posting													
C3	Illicit Discharge Detection and Elimination													
	a. Ongoing Stormwater Mapping - periodically update													
	b.i. Map All New Connections Since February 16, 2007													
	b. II DDE Ordinance Update													
	c. Illicit Discharge Detection & Elimination Program													
	c.i. Field Screen 40% of MS4 12/31/17 - 12% yrs thereafter													
	c.ii. Document Field Screen Methodology in Annual Report													
	c.iii. Publicly List Phone #'s for Reporting Spills													
	c.iv. Ongoing Training all Muni. Field Staff - Lvl B (Tracked)													
	c.v. II DDE Education													
	d. Ongoing Training II DDE Staff - Lvl A (Tracked)													
C4	Construction Site Runoff Program													
	a. Update Construction Site Runoff Ordinance													
	a.i. Adopt Appendix 1 or Approved Phase I Program													
	a.ii. Adopt Variance Criteria Equiv. to Appendix 1													
	a.iii. Site Plan & BMP Select per Appendix 1 or Approved Ph I													
	a.iii. Ord./Reg. Mech. Giving Legal Authority to Inspect													
	b. Implement Permit Process / Plan Review & Inspect. w/ new thresholds													
	b.i. Review All Stormwater Site Plans													
	b.ii. Pre-Con Site Inspection													
	b.iii. Inspect All Sites for Erosion and Sediment Controls													
	b.iii. Enforce ESC as Necessary													
	b.iii. Final ESC Inspection													
	b.iii. Maintenance Plan for New Facilities (Bond Program)													
	b.iii. Enforce Maintenance Plan (Bond Program)													
	b.iii. Minimum 80% Compliance w/ Inspect. Requirements													
	b.iii. Enforcement Strategy													
	c. O&M for Private Stormwater Facilities & BMPs													
	c.i. Long Term Mnt. - Treatment & Flow Control BMPs													
	c.i. Enforce. Mech. Identifying Responsibilities for O&M													
	c.ii. Est. Maint. Standard = to Ch.4 Vol.V of 12 SMMWW													
	c.iii. Annual Inspection of Private Facilities Annul after 2/15/10													
	c.iv. Inspect Bonded Resid. Facilities Every 6 Months until 90% of lots constructed (or when construction stops and sites are fully stabilized)													
	c.v. Compliance = records + 80% scheduled inspections													
	c.vi. Perform Timely Maintenance													
	c.vii. Track Inspections, Enforcements etc. (All Notices)													
	d. Make NOI for Const. & Industrial Site Avail. & Enforce Local Regs on NPDES Const. Sites													
	e. Train All Applicable Staff on Above Activities (Track)													
	f. Low Impact Development													
	fi. Incorporate LD into Codes, Rules Strds & Enf. Docs Making LD Preferred/Commonly Used Approach													
	fi. Submit Summary of Results of LD Update Process													
	g. Watershed Scale Stormwater Planning w/ Phase Is													
C5	O&M Program (for Municipally Owned or Operated)													
	a. Update Maint. Strds = to Ch.4 Vol.V of 12 SMMWW													
	a.i. Perform Timely Maintenance													
	a.ii. Annually Inspect All Treatment & Flow Contr. Facilities													
	a.iii. Spot Check Inspections After Major Storms (10 yr 24 Hour)													
	a.iii. Catch Basin Insp. & Mnt. - All by 8/17 - then every 2 yrs													
	a.iii. Ensure 85% compliance for O&M Inspections													
	a.iii. Establish & Implement Practices to Reduce Impacts													
	a.iii. O&M Training Program (Train to Standards)													
	a.iii. SWPPPs for All Heavy Equip. Mnt. & Storage Yards													
	a.iii. Track Maint. & Repair Activities Identified Above													
A6	Monitoring & Assessment - Submit Stormwater Studies													
B1	Issues & Trends Monitoring Notification & Contribution													
C1	Effectiveness Monitoring Notification & Contribution													
D	Source Ident. & Diagnostic Monitoring (Info. Repository)													
A1	Annual Compliance Report													
	Apply for permit renewal													

LEGEND: ■ Ongoing Requirement ■ Permit Deadline

WHAT do we do: SWM

Manage NPDES Phase II permit



SPONSORED STORY

The City Wants Your Input on Our New Surface Water Plan

More rain fell in our area during October this year than any other year on record, which means we saw an unusual amount of stormwater runoff. When rain flows across impervious surfaces like rooftops, pavement and sidewalks, it picks up sediment and pollutants before it flows into our stormwater system. In a network of catch basins, pipes, detention tanks, vaults, and ponds and into our natural waterways.

Stormwater runoff has a big impact on Newcastle's streets, sidewalks, lawns and the natural environment because it can degrade water quality and cause flooding. The City of Newcastle wants to hear from you about how stormwater has impacted your area of the city. Your input will help us improve the way we manage stormwater and reduce flooding and improve our natural waterways.

The city has started the process of updating its comprehensive plan for managing surface water and your input is an essential step and your input is necessary for identifying surface water challenges and creating successful, adaptive solutions. A survey is now available at <http://myinput.com/newcastle> for you to provide your feedback on:

- Drainage or flooding concerns around your property, street, or neighborhood
- Concerns about water quality in any of our natural waterways
- Questions about options for aquatic habitat, or other areas within the city
- Ideas or feedback on surface water public education and outreach efforts

Newcastle's Comprehensive Surface Water Management Plan sets a framework for public, and surface water capital improvement projects. It includes program goals, and guidance on maintenance action items and operations, development review and inspections, surface water capital improvement programs, education, outreach programs, as well as regional coordination efforts.

With your participation and partnership with other governmental agencies, the city can enhance its Surface Water Management Program. Together we can continue to improve both Newcastle's built environment and the water quality within our drainage basins. In an effort to increase our public outreach and participation efforts, we're in the process of scheduling an Open House early next year for additional input on the Comprehensive Surface Water Management Plan. In the meantime, please

give us your feedback by filling out the survey, or contact Audrie Stearns, the city's Surface Water Program Manager at Audrie.stearns@newcastlewa.gov or call 206-945-4444 ext. 111.

Survey now available at <http://myinput.com/newcastle>

Survey ends Dec. 31, 2014.



REPORT A SPILL OR FLOODING CONCERN

IF YOU NEED TO REPORT A HAZARDOUS SPILL OR URGENT MATTER 24 HOURS A DAY, 7 DAYS A WEEK CALL 206-296-3311

To report a non-hazardous spill during regular business hours (Monday-Friday, 8 a.m.-5 p.m.) Call 425-649-4444

On evenings and weekends Call 206-296-3311

For drainage concerns or other water quality concerns, fill out a request at yourgov.cartograph.com



WHAT do we do: SWM

Manage NPDES Phase II permit



WHAT do we do: SWM

Manage NPDES Phase II permit

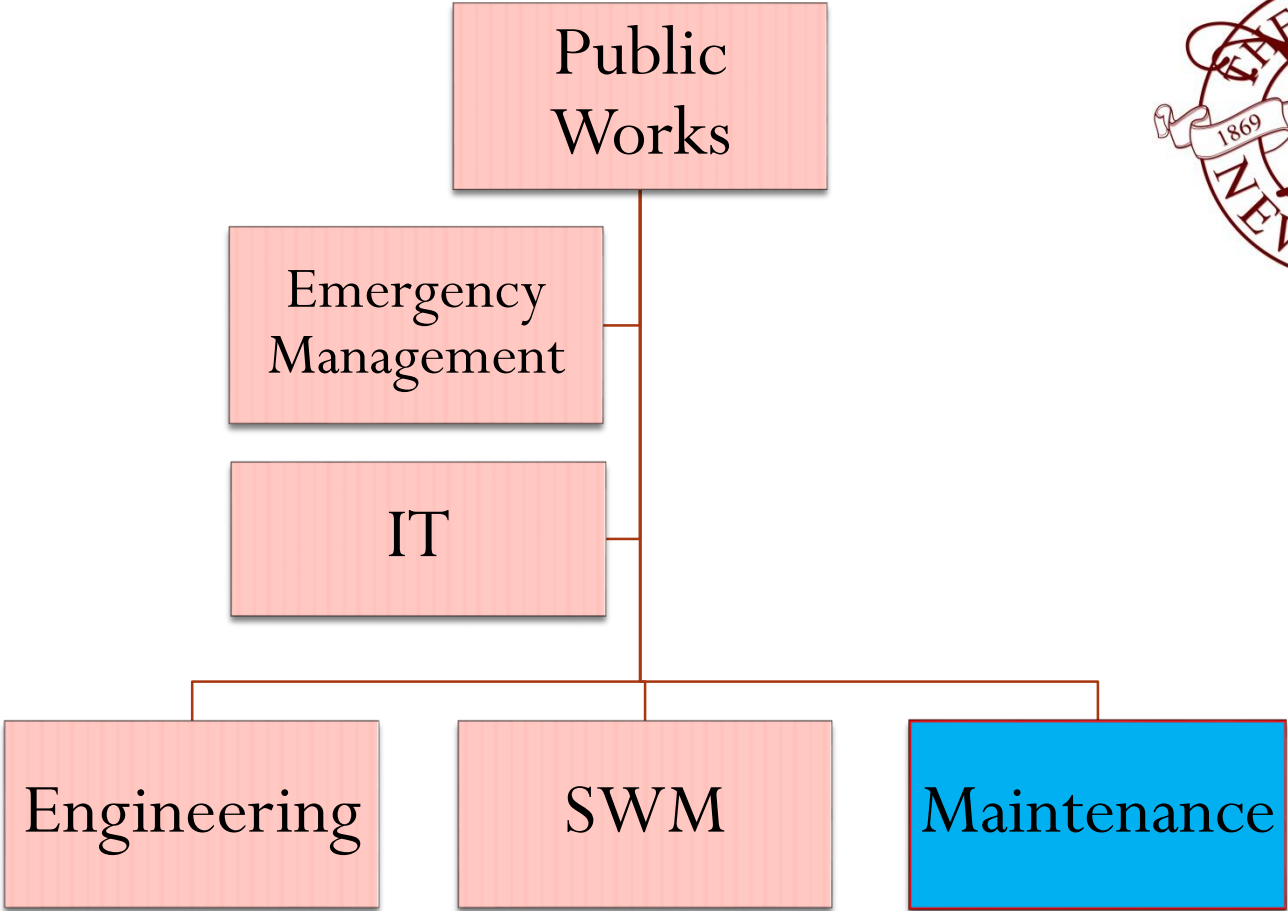


Required SWM Inspections Per Year – Current Conditions						
Asset Type	Approx. Quantity	Labor Time per Asset	Total Time (per year)	Weekly Equivalent	SWM Staff Previously	SWM Staff - Recommended
Catch basins*	1,600	0.5 hour	800 hours	20 weeks	Intern	Inspector/ New FTE
Tank/Vault	65+	1.0	65 hours	1.6 weeks	Maintenance/ Program Mgr.	Inspector/ New FTE
Ponds	45+	1.5 – 2 hours	67 – 90 hours	2.25 weeks	Maintenance/ Program Mgr.	Inspector/ New FTE
Outlets/Outfalls	107+	0.5 hour	53 hours	1.33 weeks	Program Manager	Inspector/ Program Manager
Private Systems	26+	4 – 5 hours	104 – 130 hours	3.25 weeks	Program Manager	Program Manager/New FTE
TESC Inspections**	15+ (weekly)	1.0	780 hours	19.5 weeks	Program Manager	Inspector/ Program Manager
Post-storm Inspections**	45+	2.0	90 hours	2.25 weeks	Maintenance/ Program Mgr.	Maintenance/ Program Mgr.
LID					N/A	Maintenance/ Program Mgr.
Total	1,903	N/A	2,008 hours	50.2 weeks		
Source Control (next NPDES Permit cycle)	50+	2.5	125 hours	3 weeks	N/A outreach only	Program Manager/New FTE

* New permit requirement, starting this year.
 **Varies, depending on the year and amount of construction/rain.



WHO we are



WHO we are: Maintenance Division



		<u>Years at City</u>
• Infrastructure Maintenance Manager	Corey Miller	9
• Streets/Transportation	Gary Gomes	23
• Streets/Transportation	Connor Simonson	1
• Parks and Trails	Leo Anaya	7
• Surface Water Management	Jacob Woll	2 ½
• Surface Water Management	(vacant)	

WHAT do we do: Maintenance

Services and Programs

- Streets
- Parks
- SWM
- Facilities
- Fleet

WHY do we do it: Maintenance

- Public Safety
- Maintain & preserve public infrastructure
- Recreational opportunities

WHAT do we do: Maintenance

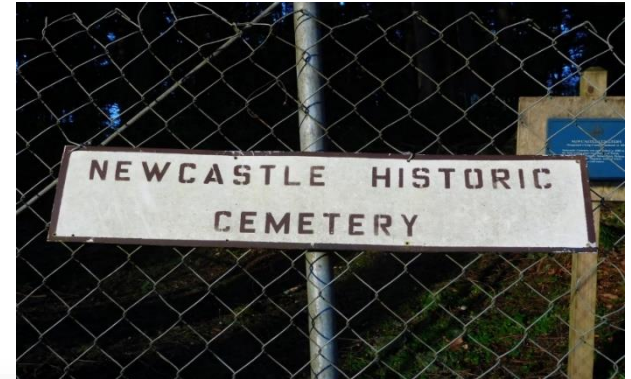
Streets



WHAT do we do: Maintenance

Parks

- Lake Boren
- Donegal
- Windtree
- China Creek
- Ballybunion
- Gleneagles
- Redman
- Highlands
- Forest View
- Tralee
- Madison Lane
- China Falls
- Heritage Morgan
- Hazelwood – undeveloped
- Little Rhody
- Cemetery



WHAT do we do: Maintenance

Parks

- Lake Boren
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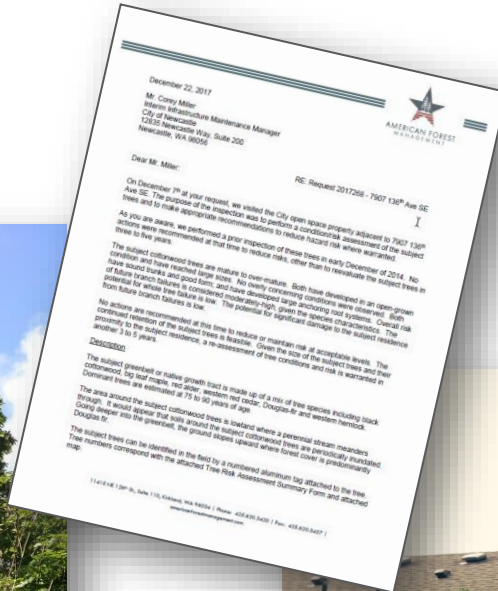
WHAT do we do: Maintenance

Parks



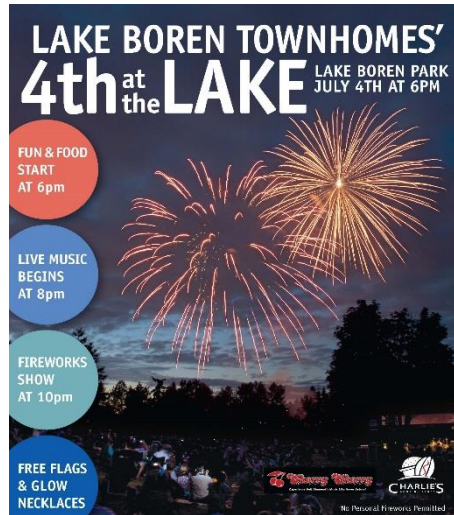
WHAT do we do: Maintenance

Parks



WHAT do we do: Maintenance

Parks



Contract Administration & Management

- ROW & Landscape Maintenance
- Street Sweeping
- Janitorial
- Tree Evaluation (Arborist)
- Tree Removal
- Routine Vector/SWM Maintenance
- Access Controls/Security Systems
- King County - Community Work Program
- King County - Water Quality Monitoring
- King County - Street Maintenance
- City of Renton - Fleet Maintenance



WHAT do we do: Maintenance

SWM



WHAT do we do: Maintenance

SWM



WHAT do we do: Maintenance

SWM





Questions?

