



Progress Report

Project: Lummi Island Scenic Estates Community Club

Wilson Project Number: 2022-120

Service Dates: Through 4/28/2023

SMALL WATER SYSTEM MANAGEMENT PLAN ASSISTANCE

Task 1. Create system map with service area boundary and retail service area identified:

- Provided to LISECC staff for review and comment.

Task 2. Capital Improvement Projects - identify and provide budgetary project cost estimates:

- Waiting to make progress on this until we receive direction that LISECC wants to proceed with SWSMP in the near future.

Task 3. Provide SWSMP to County for local government consistency review:

- Task cannot be completed until all Wilson-assigned tasks and LISECC staff/board tasks related to SWSMP have been completed and draft SWSMP has been compiled.

Task 4. Asset management assistance:

- Task has not yet been initiated.

Task 5. Assist in compiling SWSMP:

- Task has not yet been initiated.

Task 6. Submit SWSMP to DOH for approval:

- Task has not yet been initiated.

Task 7. Respond to DOH comments on SWSMP:

- Task has not yet been initiated.

PRE-DESIGN

Task 1. Alternatives development:

- Alternatives are developed in detail in the draft pre-design report. We are refining this draft report and will be providing it to LISECC for review and comment before the end of May.
- Task is ongoing.

Task 2. Research and analysis of alternatives:

- Included in pre-design report.

Task 3. Alternatives cost development:

- General costs of alternatives are discussed in the pre-design report and will continue to be refined as alternatives are decided upon.

Task 4. Pre-design memo documenting alternatives:

- Memo is progressing – as noted above, will be provided to LISECC before the end of May.
- Task is ongoing.

Task 5. Pre-design coordination meeting discussing alternatives with staff and board members:

- We would tentatively like to schedule a meeting on either June 19 or 20 and could meet at LISECC to discuss in-person. Please let us know about availability on those days.

PRELIMINARY ENGINEERING REPORT

- Report has been started and will be progressing in conjunction with pre-design efforts.

ENVIRONMENTAL REPORT

- No work on this phase yet – report cannot begin until a recommended project alternative scope has been settled on so that the project extents are known and can be assessed with respect to environmental considerations.

USDA-RD LOAN APPLICATION

- Nick provided LISECC's Unique Entity ID number from sam.gov, and is in the process of reactivating the account.
- Brian, Melanie, and Allison met with USDA-RD representatives on 4/18 to introduce them to the project, discuss logistics. Take-aways included:
 - Funding application is electronic through RD Apply system. Board president will need an eAuthentication account to be able to submit application once all materials have been uploaded. Allison can have an account with admin access.
 - Confirmed no application deadline. USDA re-starts funding cycle on October 1 each year, but funds projects throughout the year. Funding is currently available. Staff did not note any concern about funding availability.
 - Preliminary Engineering Report will be uploaded by Wilson to RD Apply (once complete and approved by LISECC Board)
 - Build America, Buy America (BABA) will apply to the project. Exact requirements/waivers have been shifting slightly, but BABA will add to construction and administration costs as compared to if the project had a different source of funding that didn't require this (but SRF funding would likely require BABA also).
 - LISECC's previous SRF balance from 2010 project can be re-financed into USDA-RD loan. But currently open pre-construction loan likely cannot (although wouldn't probably want to anyway since pre-construction loan is 0% interest)
 - Will need interim financing
 - Loan security will likely be rates and charges

USDA-RD LOAN IMPLEMENTATION

Task 1. Coordinate Attorney review of construction contract:



- Will complete after loan application has been submitted and construction contract documents are complete and approved by DOH and LISECC board (final task of this contract).

TOPOGRAPHICAL SURVEY COORDINATION & BASE DRAWING

Task 1. Coordination with Jepson & Associates:

- Chris Jepson is aware that we will be requesting additional survey. Need to determine recommended project alternatives that will dictate project extents and limits of additional survey prior to submitting request. Request will include boundary survey, likely Dogwood Terrace roadway prism, likely additional downgradient area from new WTP building site.

Task 2. Data Integration and Drafting to reference survey basemap:

- Have made significant progress in integrating existing survey information into basemap for project drawings. Have created list of questions/clarifications for Jepson & Associates that will be conveyed once additional survey extents are determined.

PERMITTING

- Have had discussions with Whatcom County about setbacks. Preliminary building layout (provided to Allison on 4/28) shows meeting setback requirements.
- Permit applications can begin once 30% design documents are nearing completion.

PREPARE CONSTRUCTION DOCUMENTS

Task 1. Design - selecting and sizing equipment (pumping systems, membrane package plant, ancillary components):

- WesTech has provided layout drawings for proposed basis-of-design membrane treatment equipment. Building layout is being worked on in conjunction with pre-design efforts.

Task 2. Geotechnical Report for Building Foundation Design:

- Geotechnical report is complete.

Task 3. Stormwater Memo documenting no need for Stormwater Report:

- Preliminary building layout provided to Allison on 4/28 shows new impervious area of roughly 1,700 square feet, which remains below the stormwater threshold of 2,000 square feet.

Task 4. Construction Stormwater Pollution Prevention Plan:

- Will begin once pre-design complete.

Task 5. 30% Plans and Construction Cost Estimate:

- Initial building and driveway plan provided to Allison on 4/28. Any feedback on this can be provided and incorporated into the 30% plan set
- Complete 30% plan set progress is underway but will need to be shaped by feedback on pre-design report.



Task 6. 60% Plans and further progress of plans, estimate, and specifications: Will begin after feedback provided on 30% Plans.

Electrical Engineering Design.

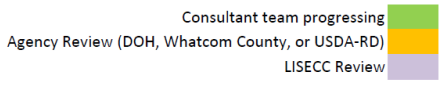
- Kick off coordination meeting
- Began setting up drawings
- Began electrical design

Structural Engineering.

- Initial discussions of building design

OVERALL SCHEDULE STATUS:

	PROPOSED LISECC WTP DESIGN PROJECT SCHEDULE																							
	2023												2024											
	Jan	Feb	Mar	April	May	Jun	Jul	Aug	Sept	Oct	Nov	Dec	Jan	Feb	Mar	April	May	Jun						
Geotechnical field work and report																								
Small Water System Management Plan																								
Pre-design memo																								
Preliminary Engineering Report																								
USDA-RD Loan Application																								
30% Design and conditional use permit																								
60% Plans/Specs/Estimate																								
90% Plans/Specs/Estimate																								
DOH Review of Construction Documents																								
100% Plans/Specs/Estimate																								



POTENTIAL ISSUES / CONCERNS:

- Need to confirm with land owner that everyone agrees about extents of easement and site access for proposed WTP facility. Allison has been having ongoing conversations with land owner, and can continue those conversations with preliminary building and access site plan.

