



Progress Report

Project: Lummi Island Scenic Estates Community Club

Wilson Project Number: 2022-120

Service Dates: Through 5/31/2023

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 have been developed in detail in the draft pre-design report.

Task 2. Research and analysis of alternatives:

- Included in pre-design report.

Task 3. Alternatives cost development:

- Relative costs of alternatives are discussed in the pre-design report.

Task 4. Pre-design memo documenting alternatives:

- Memo is provided to LISECC for review and comment.

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

- Scheduled for June 19 at LISECC to discuss in-person.

PRELIMINARY ENGINEERING REPORT

- Report is progressing and can continue to be developed as with pre-design alternatives are decided upon. Need to get RD Apply application started so that we can begin to populate the Preliminary Engineering Report section.

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 I think the account should now be reactivated.
- Brian, Melanie, and Allison met with USDA-RD representatives on 4/18 to introduce them to the project, discuss logistics. Take-aways were written up in April 2023 progress report.
- Brian provided information about RD Apply, the online application method, to Allison, and Allison created her own login. Once she is approved, she can begin the application and assign roles to project team members (including Brian, board members, etc.).

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.
- We anticipate providing the additional survey request to Jepson around the same time as completion of the 30% plans.

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 refined.

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. Initial equipment layout models indicate that the building area may need to be increased from 20'x30' to approximately 24'x30', which will increase new impervious area to 1,820 square feet. Will need to severely restrict any further impervious area expansion to remain below threshold.

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
- Electrical engineer planning to join June 19 meeting

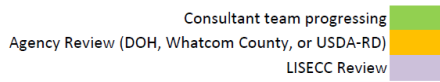
Structural Engineering.



- 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.

