

Ord Sec: 116

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Wastewater Treatment CIP

P3 Proviso:

Of this appropriation, \$500,000 shall not be expended or encumbered until the council approves by motion a report unifying Brightwater program reporting and cost monitoring formats and including a Brightwater program baseline budget. The report should be submitted by the executive to the council by January 24, 2005.

The proposed Brightwater project reporting requirements shall, at a minimum, include the following:

(1) A format for the Brightwater project monthly management reports in accordance with executive policies and procedures (CON 7-9-1 (AEP)) section 6.8.

(2) A format modeled after formats currently in use for existing large capital improvement projects such as the Harborview bond program and the courthouse seismic project (i.e. distribution list, executive summary, project descriptions, overall budget summary, critical issues, budget summary tables, schedule, current activities and a look ahead summary).

(3) A budget reporting format, appropriate to the scale of the Brightwater program, to be used as a consistent template for all Brightwater sub-projects and facilitate budget summary roll ups (example, Harborview bond program UW C-100 budget form 08/01/03).

(4) A proposed Brightwater program baseline budget based on the proposed budget reporting format and the October 2004 predesign estimate. The baseline budget approved by the council shall serve as a performance measurement planning tool for the Brightwater program.

The original and 16 copies of the report must be filed with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the budget and fiscal management committee and the lead staff of the regional water quality committee or their successors.

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Wastewater Treatment CIP

P2 Proviso:

Of this appropriation, \$500,000 shall not be expended or encumbered until the wastewater treatment division hires a consultant to provide independent oversight and monitoring of the treatment plant, conveyance facilities and marine outfall elements of the Brightwater project.

(1) The consultant shall have the following minimum qualifications:

a. Nationally recognized expertise on major public capital improvement projects with a constructed value of \$200 million or more;

b. Experience with wastewater treatment facilities of similar scope and scale to the Brightwater project;

c. Capacity and expertise to quickly and professionally review project scope, schedule and budget phase submittals;

d. Expertise in construction management and/or program management; and

e. Preference should be given to a consultant with a local office.

(2) The work program for the consultant shall require the consultant at a minimum to provide to the executive, the council and the Brightwater project representatives the following:

a. An overview of the Brightwater project including an initial review of scope, schedule, budget and distribution of budget categories compared to other projects of similar scope and scale or industry standards. The overview shall identify any project elements that are inconsistent or out of balance with industry standards or other comparable projects and shall include recommendations, if any, for improvements to the Brightwater project;

b. A review of the scope, schedule and budget for all major Brightwater project phase submittals including the 30%, 60%, 90% and 100% design submittals;

c. Written reports on the status of all design phase submittals reviewed by the consultant;

d. Additional analysis or studies as may be requested by the wastewater treatment division or the council, including, but not limited to, monthly reports on the bidding and construction phases of the project; and

e. Quarterly presentations on the status of the Brightwater project to the budget and fiscal management committee or the regional water quality committee or their successor committees. The frequency of these presentations may be decreased to less than quarterly at the discretion of the chair of the budget and fiscal management committee or the chair of the regional water quality committee, respectively, or their successor committees.

(3) To the extent feasible, the consultant procurement process should be timed or phased to facilitate review of the Brightwater Treatment Plan 60% design submittal, currently scheduled for January 2005.

The original and 16 copies of all oversight monitoring consultant reports must be filed with the clerk of the council, who will retain the original and will forward copies to each councilmember and to the lead staff for the budget and fiscal management committee and the lead staff of the regional water quality committee or their successors.