



Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

www.suddenvalley.com

Board of Directors Regular Meeting

May 11th, 2023, 7:00 PM, IN-PERSON, DANCE BARN

Call to Order

Land Acknowledgement & Anti-Racism Statement

Roll Call

Item 1) Adoption of Agenda

Item 2) Consent Agenda

2a. Approval of Minutes – April 27, 2023

Item 3) Announcements

Item 4) General Manager Report

Item 5) Continuing Business

5a. Capital Request – Change Order for Capital Project 9723.08

Item 6) New Business

6a. Capital Requests

- Golf Course Irrigation System Panel
- 2023 Road Repairs
- 2023 Pothole and Minor Road Repair

6b. Resolution to Establish the Parks & Trails Committee

6c. Resolution to Establish the Communications Committee

Item 7) Closed Session – Personnel and Legal

Adjournment



REGULAR SESSION OF THE BOARD OF DIRECTORS

Thursday April 27, 2023

Minutes

DATE AND LOCATION: Thursday, April 27th, Dance Barn

CALLED TO ORDER AT: 7:03 pm

AUDIENCE MEMBERS: Not Recorded

BOARD MEMBERS PRESENT:

1. Andrew Tischleder- Excused	4. Sam Shahan	7. Linda Bradley	10. Keith McLean
2. Brian Cope	5. Nancy Alyanak	8. Stu Mitchell	11. Mike Wadsworth
3. Sonia Voldt	6. Asia Andrade	9. Taimi Van de Polder	

ATTENDING:

Staff Members: Jo Anne Jensen, General Manager; Joel Heverling, Finance Director; Mike Brock, Maintenance Superintendent

Call to Order

Vice President Shahan called the meeting to order at 7:00pm. Land acknowledgement and anti-racism statement.

1. Adoption of Agenda

Director Shahan made motion to adopt agenda, Director Bradley made a motion to amend the agenda. Agenda was amended and approved unanimously.

2. Consent Agenda

Minutes were approved.

3. Announcements

Announcements regarding Swim Lessons. Still openings on various committees.

4. Property Owner Comments

Property owners made comments.

5. Financial Report

Joel Heverling reported on February 2023 financials.

6. Continuing Business

Capital Request-HVAC System

Move that the Board of Directors of Directors ratify the executive committee's decision to execute a contract with Marrs Heating and Air Conditioning for the installation of an HVAC system in the Welcome Center

Motion By: Director Tischleder		Seconded By: Nancy Alyanak	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: 8	Against :	Abstained: 2	

7. New Business

Capital Request – Reserve Studies

Move that the Board of Directors accept the level 3 reserve study proposals from Smart Property for a combined total \$4,956.00 to be paid from Operations to begin the study.

Motion By: Director Shahan		Seconded By: Director Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor:	Against:	Abstained	

Resolution-Establish the 50th Year Anniversary Committee.

Motion made that the Board establish a 50th year Anniversary Committee.

Motion By: Director Shahan		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Nomination

Motion made to appoint Director Cope as the Chair of the 50th Anniversary Committee.

Motion By: Director Shahan		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Nomination

Motion made to appoint N & E Chair Michael Wadsworth as second board director assigned to the 50th Anniversary committee.

Motion By: Director Voldt		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Approval Request-N&E Manual Change

Made a motion to approve the updates to the N&E Manual with red lined changes for final approval of the board.

Motion By: Director Shahan		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Approval Request-Document Disclosure

Made a motion to allow sharing of the attorney letter with the N&E Committee.

Motion By: Director Shahan		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Capital Request-UTV

The motion is we move the move that the board of directors approved the allocation of \$39,331 from CRRRF for purchasing a UTV for snow removal.

Motion By: Director Shahan		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Capital Request On Call Engineering

Motion made that Sudden Valley Board of Directors approve the allocation of \$40,000 from the roads fund for on-call Engineering Services in 2023.

Motion By: Director Shahan		Seconded By: Linda Bradley	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Capital Request-Culvert Cleaning

Motion One

Move that the Board of Directors approve the allocation of \$211,600.77 from Roads for Capital Code 9923.08.

Motion By: Director Shahan		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Motion Two

Move that SVCA Board of Directors authorize a contract change order addition to Stremmer Gravel's existing contract under Capital Code 9923.08 in the amount of \$184,264.34.

Motion By: Director Shahan		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Request for Approval-Proposed 2023 Pool Fees

Move that the SVCA Board of Directors approve the proposed 2023 Pool Use Fees Schedule.

Motion By: Director Shahan		Seconded By:	
Approved: X	Not Approved:	Tabled:	Died:
In Favor: Unanimous	Against :	Abstained	

Adjourned 9:12 PM



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CAPITAL REQUEST MEMO

To: Sudden Valley Community Association Board of Directors
From: Greg Wadden, Turfcare Superintendent
Date: April 13, 2023
Subject: Capital Request – Irrigation System Pump Controller Replacement

Purpose

To request approval for purchase and installation of a new Programmable Logic Controller (PLC) for the pump station panel at hole #17 and a Soft Start Motor Controller at the Lake Louise pump station.

Background

Our irrigation system is comprised several components (see attached spreadsheet) including **3 distinct pump stations** and over 1100 individual sprinkler heads delivering water throughout the golf course. Each pump station has an electronic pump panel that controls the operation of its pumps. Each pump panel consists of the above-mentioned PLC and a Variable Frequency Drive (VFD).

- 1) **Lake Louise Pump Station:** This station is located at Lake Louise near the Welcome Center and draws water from the lake and transfers it to our main irrigation pond on #17 hole and our second irrigation pond on #14 hole. This station is manually operated (turned on & off) by turfcare staff members when the filling of our irrigation ponds is required. This is typically a daily event during the months of June through September. This station operates as an “instant on” and “instant off” control.
- 2) **Main Pump Station at 17th hole:** This station draws water from the irrigation pond on hole 17 and irrigates holes 1 through 9 and holes 10, 17 and 18. This station is comprised of three pumps. One pressure maintenance pump and two main turbine pumps. In 2019-20, this station received extensive refurbishment to the two turbine pumps. In 2014, both the PLC and the VFD were replaced. The PLC had a life expectancy of 6-10 years.
- 3) **Upper Pump Station at 14th hole:** This pumping station draws water from the small irrigation pond located along Caddie Lane and irrigates holes 11 through 16. This pumping station is also comprised of three pumps. One pressure maintenance pump and two centrifugal pumps. Both the PLC and the VFD panel components were replaced in the 2019-20 project as well as two of three station pumps.

The golf course irrigation system was almost entirely renovated in 1994. In 2019-20 several of those components reached the end of their life cycle and were replaced. The PLC at the pump station on hole #17 was not one of the components replaced as it was replaced in 2014 and did not need to be replaced in 2019-20. The PLC had a life expectancy of 6-10 year but has now failed and is in need of replacement. It is a critical component within the golf course irrigation system that coordinates the operation of the individual pumps and tracks overall performance and efficiency. Without an operational pump panel at the 17th Hole Pump Station, the operational efficiency of the system will be compromised.

There is only one company in Washington State, McDonald and Sons Ventures, LLC, that is authorized to sell, install and service pump panel component compatible with our current irrigation system. We attempted to obtain bids from multiple vendors but were only successful in receiving a bid from McDonald and Sons Ventures. Until somewhat recently, Golf Pumping Systems of Gig Harbor was also an option, but repeated attempts to reach out to them proved unsuccessful and the information we obtained from individuals in the industry is that Golf Pumping Systems appears to be out of business. The next two nearest vendors who are able to sell, install and provide warranty service for pump panels compatible with our system are located out of state. One is in Oregon and the other is in Idaho. They both replied to us that it would be cost prohibitive to use them due to their distance from Sudden Valley. (see attached emails)

There are three different manufacturers that make panel components compatible with our system. McDonald and Sons is an authorized dealer for all three brands, and they provided a bid for each of the manufacturers. After consideration, I recommend the Watertronics option because it is compatible with our current system needs, is relatively cost effective and is the only one of the three options that comes with electronic butterfly valves (EBVs). This feature enables a “slow start” which protects pipes by eliminating an initial high-pressure burst of water into the system.

Precision PLC with Monitoring	\$28,036.18
Watertronics PLC with Monitoring	\$40,010.41
Flowtronics PLC with Monitoring	\$61,323.16

The expected useful life of the new Watertronics PLC is 10 years. All three models come with a 2-year parts warranty.

Assuming we are able to gain approval for the pump panel install, it is also recommended that we add a Soft Start Motor Controller to the Lake Louise Pump Station. This device will protect the underground pipes that run from the Lake Louise Pump Station to the 17th Hole Pump Station by ensuring that pressure is turned on gradually thereby avoiding the current condition that creates an initial high-pressure burst of water that puts significant additional strain on our pipes. This install would occur at the same time as the panel install and would result in an additional **\$3,660.91** cost, bringing the total project cost up to **\$43,671.32**. Life expectancy of the Soft Start Controller is 10+ years.

Because the replacement of the PLC was not planned for 2023, we propose to defer a portion of the planned improvements to the Turf Care building that were planned for 2023.

Request

Request that the SVCA Board of Directors approve \$44,981.46 for the purchase and installation of a new PLC for the Golf Course irrigation system. This amount includes a 3% contingency.

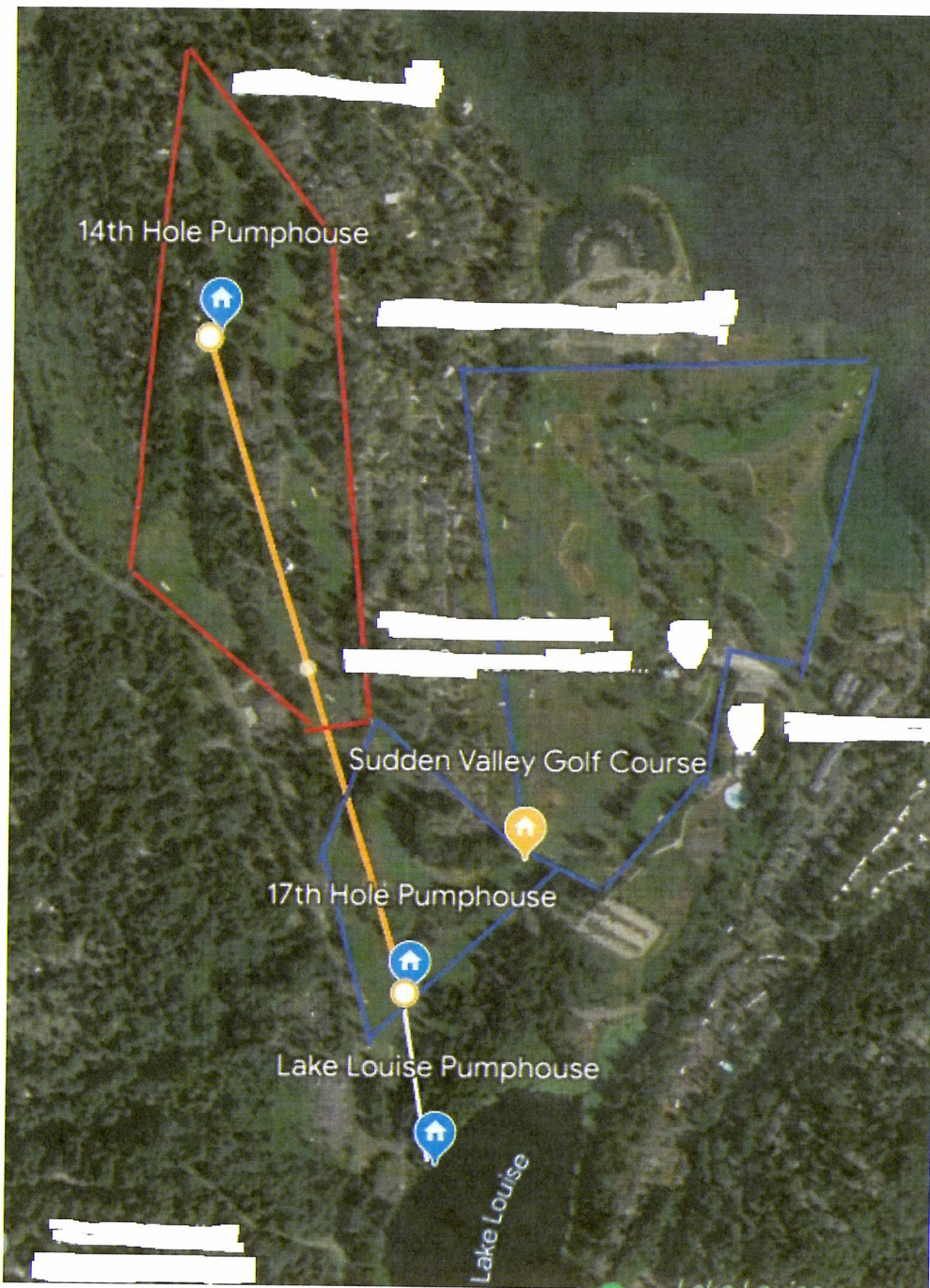
Motion

Move that the SVCA Board of Directors approve a not to exceed amount of \$44,981.46 from CRRF funds previously allocated for the maintenance of the Turf Care building for the purchase and installation of a new PLC for the golf course irrigation system.

Board of Directors Approval

Approved: _____ Not Approved: _____ SVCA Board of Directors

Satellite Image Showing Irrigation Pump Houses and Coverage Areas



- White Line – Pipe from Lake Louise pump station to 17th Hole pond
- Orange Line – Pipe from 17th Hole pump house to 14th hole pond
- Blue Line Area – holes 1-10 and holes 17 & 18 irrigated from 17th hole pond
- Red Line Area – holes 11-16 irrigated from 14th hole pond

Irrigation System Components with Replacement History

Component	Replacement Year			
	1994	2014	2019-20	2023 Proposed
Lake Louise Pump Station Pump	X			
Lake Louise Pump Station Controller	X			
Hole 17 Turbine Pump #1			Refurb	
Hole 17 Turbine Pump #2			Refurb	
Hole 17 Pressure Maintenance Pump	X			
Hole 17 Pump Panel PLC		X		X
Hole 17 Pump Panel VFD		X		
Hole 17 Pond Aeration Fountain			X	
Hole 14 Centrifugal Pump #1			X	
Hole 14 Centrifugal Pump #2	X			
Hole 14 Pressure Maintenance Pump			X	
Hole 14 Pump Panel PLC			X	
Hole 14 Pump Panel VFD			X	
Hole 14 Pond Aeration Fountain			X	
PVC Irrigation Pipe & Isolation Valves	X			
Control Wire	X			
Irrigation Heads (Qty-1142)	X		X	
Satellite Controllers	X		X	
Central Control Computer	X		X	
Weather Station	X		X	

McDonald & Sons Ventures LLC

JOB QUOTE

8124 61st Ave Ct. E
 Puyallup, Washington 98371
 Phone Will (253) 209-1473 Andrew (206) 775-9563 Fax (253) 302-5490
 Email: will@mcdonaldsonslc.com andrew@mcdonaldsonslc.com

DATE: 5/7/2023
QUOTE # SVGC 5-23A

Bill To: Sudden Valley
 4 Clubhouse Circle
 Bellingham, Washington 98229

Ship To: Same Address

Comments or Special Instructions: Quote for new PLC

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
Will			our truck		Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	17th Hole Pump Station PLC		\$ -
1.0	Watertronics retrofit kit - w/5yrs monitoring	18,830.00	18,830.00
2.0	Electronic Butterfly Valves	3,356.00	6,712.00
1.0	Watervision Cellular Monitoring - 5yr Subscript.	6,900.00	6,900.00
30.0	Labor	135.00	4,050.00
2.0	Per diem	175.00	350.00
SUBTOTAL			\$ 36,842.00
TAX RATE			8.60%
SALES TAX			3,168.41
SHIPPING & HANDLING			
TOTAL			\$ 40,010.41

Make all checks payable to **McDonald & Sons Ventures LLC**

THANK YOU FOR YOUR BUSINESS!

McDonald & Sons Ventures LLC

JOB QUOTE

8124 61st Ave Ct. E
 Puyallup, Washington 98371
 Phone Will (253) 209-1473 Andrew (206) 775-9563 Fax (253) 302-5490
 Email: will@mcdonaldsonslc.com andrew@mcdonaldsonslc.com

DATE: 5/7/2023
QUOTE # SVGC 5-23D

Bill To: Sudden Valley
 4 Clubhouse Circle
 Bellingham, Washington 98229

Ship To: Same Address

Comments or Special Instructions: Quote for new PLC

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
Will			our truck		Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	17th Hole Pump Station PLC		\$ -
1.0	Precision Pump retrofit kit / with monitoring	21,416.00	21,416.00
30.0	Labor	135.00	4,050.00
2.0	Per diem	175.00	350.00
SUBTOTAL			\$ 25,816.00
TAX RATE			8.60%
SALES TAX			2,220.18
SHIPPING & HANDLING			
TOTAL			\$ 28,036.18

Make all checks payable to **McDonald & Sons Ventures LLC**

THANK YOU FOR YOUR BUSINESS!

McDonald & Sons Ventures LLC

JOB QUOTE

8124 61st Ave Ct. E
 Puyallup, Washington 98371
 Phone Will (253) 209-1473 Andrew (206) 775-9563 Fax (253) 302-5490
 Email: will@mcdonaldsonslc.com andrew@mcdonaldsonslc.com

DATE: 5/7/2023
QUOTE # SVGC 5-13B

Bill To: Sudden Valley
 4 Clubhouse Circle
 Bellingham, Washington 98229
Ship To: Same Address

Comments or Special Instructions:

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
Will			our truck		Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	Lake Louise Pump Station		\$ -
1.0	40hp Soft Start Motor Controller	1,771.00	1,771.00
1.0	4" Pipe Spool to replace Cla-Valve	250.00	250.00
10.0	Labor including travel	135.00	1,350.00
SUBTOTAL			\$ 3,371.00
TAX RATE			8.60%
SALES TAX			289.91
SHIPPING & HANDLING			
TOTAL			\$ 3,660.91

Make all checks payable to **McDonald & Sons Ventures LLC**

THANK YOU FOR YOUR BUSINESS!

McDonald & Sons Ventures LLC

JOB QUOTE

8124 61st Ave Ct. E
 Puyallup, Washington 98371
 Phone Will (253) 209-1473 Andrew (206) 775-9563 Fax (253) 302-5490
 Email: will@mcdonaldsonslc.com andrew@mcdonaldsonslc.com

DATE: 5/7/2023
QUOTE # SVGC 5-23C

Bill To: Sudden Valley
 4 Clubhouse Circle
 Bellingham, Washington 98229
Ship To: Same Address

Comments or Special Instructions: Quote for new PLC

SALESPERSON	P.O. NUMBER	SHIP DATE	SHIP VIA	F.O.B. POINT	TERMS
Will			our truck		Due on receipt

QUANTITY	DESCRIPTION	UNIT PRICE	AMOUNT
	17th Hole Pump Station PLC		\$ -
1.0	Flowtronex Retrofit Kit / with monitoring	50,542.00	50,542.00
40.0	labor	135.00	5,400.00
3.0	Per diem	175.00	525.00
	NOTE: To remove monitoring, is a special order, it's a minimal deduction and will make it 26 weeks before delivery.		
SUBTOTAL			\$ 56,467.00
TAX RATE			8.60%
SALES TAX			4,856.16
SHIPPING & HANDLING			
TOTAL			\$ 61,323.16

Make all checks payable to **McDonald & Sons Ventures LLC**

THANK YOU FOR YOUR BUSINESS!

From: Aron Bennett <abennett@unitedcrown.com>
Sent: Monday, May 1, 2023 12:43 PM
To: Greg Wadden <Greg.wadden@suddenvalley.com>
Cc: Richard Agueros <ragueros@unitedcrown.com>; Trisha Agueros <tagueros@unitedcrown.com>
Subject: Irrigation system upgrade project

Greg – Thank you for the call regarding your upgrade project for your existing turf irrigation system. Unfortunately we are extremely busy in our normal area and will remain that way through this upcoming season. We are also very careful on selecting projects in Washington since we are an Idaho company based in the City of Hayden, west of Spokane, WA by about 35 miles. We would need to charge your company roughly \$4000 in travel costs covering time and mileage between our 2 locations. Additionally we would need to house our crew while in town doing the project. All of that is on top of actually doing the work required for the upgrade. Due to those conditions we respectfully decline to pursue the project you are asking us about pricing as we would be very expensive and unable to be competitive. We wish you good luck on your efforts and know you will enjoy the system / product once it is installed. Watertronics has that technology nailed down and it works extremely well. Thanks for your consideration in this effort.

Aron Bennett



3125 W. Hayden Ave. Hayden, Id. 83835
Phone: 208/772-7867 Fax: 208/772-7229

From: Kriss Schneider <kriss@schneiderwater.com>
Sent: Monday, April 24, 2023 12:04 PM
To: Greg Wadden <greg.wadden@suddenvalley.com>
Subject: Watertronics support

Hi Greg,

Following up with our conversation. Yes I am one of the certified Watertronics people and think the product is perfect for what you are doing. However I think using the local Watertronics certified person is to your benefit. We will do the same things but given the distance from my shop to you all I will do is charge you more for it. I appreciate the opportunity and if something doesn't work out and it makes sense to spend more money I would be able to help out. But my suggestion is you try the local person first, I feel you will get better support.

Thanks for the consideration

Kriss Schneider
President



◆ 21881 River Rd. NE, St. Paul, OR 97137 ◆ Phone: (503) 633-2666 Fax: (503) 633-2668
"Serving the water needs of the Northwest since 1945"
WWW.SCHNEIDERWATER.COM



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CAPITAL REQUEST MEMO

To: Sudden Valley Community Association Board of Directors
From: Jo Anne Jensen, General Manager
Date: May 11th, 2023
Subject: Capital Request – 2023 Road Project

Purpose

To request funding approval for the 2023 Roads Project.

Background

SVCA's 2023 budget included \$750,000.00 for Road Reconstruction and Drainage Improvements. Of this, the following projects have been approved, utilizing a portion of these funds:

- \$29,533.00 – Capital Code 9923.1 – 10 Year Capital Roads and Drainage Improvement Plan
 - Contracted at \$132,350.00
 - Budgeted at \$102,817.00
- \$166,914.68 – Capital Code 9921.05 – Culvert C315 Replacement Change Order
- \$35,596.00 – Capital Code 9922.8 – Cold Spring Drainage Repair – Design & Permitting
- \$20,395.77 – Capital Code 9923.08 -2023 Culvert Cleaning Change Order

A total of \$252,439.45 from the \$750,000.00 budget has been committed to other roads and drainage related projects leaving a balance of \$497,560.55. The Cold Spring Drainage Repair project is completing design and permitting, with construction proposed for 2023. An engineer's estimate has not been completed yet, but it is suggested to allocate \$30,000 to cover this expense. If this money is set aside a balance of \$467,560.55 is available for this proposed project. An engineer's estimate is anticipated to be received from Impact Design for the Cold Spring project within the next couple weeks.

Analysis

The 2023 Road Project includes 3 scopes of work aimed at improving the safety and quality of SVCA's roads. The 3 scopes of work include street signs, pavement markings, and asphalt repairs.

Street Signs:

SVCA's Maintenance Department is requesting funds to replace numerous street signs that are faded, damaged, or missing. An inventory has been conducted, and 191 signs need to be replaced. This includes 57 faded stop signs, and numerous other sign types. Quotes were requested from 3 suppliers that are attached for reference:

- \$16,292.80 – NW Safety Signs
- \$23,028.09 – Bellingham Signs by Tomorrow
- \$29,798.32 – Special-T Signs



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Mounting hardware required for each sign varies. Some signs need new posts, others need just bolts, and some need special brackets for mounting to the posts. The following hardware is requested to complete the installation, repair other damaged hardware/posts, and to have a small quantity on-hand:

- 4x4 Treated Wood Posts and Bolts – The Home Depot Quote
 - \$3,120.00 = 80 each at \$39.00
- Cross-Piece Flat Blade Bracket – NW Safety Signs Quote
 - \$1,800.00 = 100 each at \$18.00
- Miscellaneous Bolts = \$300.00

Total Hardware: \$5,679.36 (\$5,220.00 plus WSST at 8.8%)

Installation by SVCA's Maintenance Department is estimated to be:

- \$2,000.00 – Supervisor – 40 hours at \$50.00/hr.
- \$6,112.00 – Maintenance staff – 191 hours (1 manhour per sign) at \$32.00/hr.
- \$1,000.00 – Fuel and equipment

Total Labor and Equipment: \$9,112.00

Total Sign Budget:

- \$16,292.80 – NW Safety Signs Quote
- \$5,679.36 – Mounting Hardware
- \$9,112.00 – SVCA Labor & Equipment

Total Signs Request \$31,084.16

Pavement Markings:

We propose to paint centerlines painted on SVCA main roads. The last time this was completed was in 2019 following the micro-surfacing project. After 4 years the paint is substantially faded in most locations. Paint application is proposed to be 2 coats with glass beads for reflectivity. Secondary roads will be proposed for painting in 2024, as part of the roads project.

Refer to the attached summary from PNW identifying an anticipated project cost of \$39,321.29 to complete this scope of work. At this time, project funding is requested for this scope of work to move forward, and then it will be brought back to the Board for contract approval after bidding.

Asphalt Repairs:

The 2023 asphalt repairs project is focused on repairing as much of the surface delamination as budget allows. This project will significantly improve the ride quality throughout SVCA and increase the life of the roads. Surface delamination occurs when the top layer of asphalt comes off, but the lower layer of asphalt still exists. This creates a pothole effect, without actually being a pothole.



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Asphalt repairs are proposed to use the balance of the Road budget available this year. Based on the above information:

- \$467,560.55 is available for the 2023 Roads Project
- <\$31,084.16> deduct Street Signs
- <\$39,321.29> deduct Pavement Markings
- \$397,155.10 Balance of funds available for asphalt repairs.

Refer to the attached summary from PNW identifying the proposed asphalt repairs project. SVCA has a total delamination square footage of 37,289. However, not all of this can be completed this year due to available funds. It is proposed to bid the project with a base bid repair amount of 17,234 SF with the balance being an additive amount. Depending on actual bids received, additional repairs would be added up to SVCA's maximum budget for this project. Any repairs not completed in 2023 would roll over to be part of the 2024 Roads project.

Project funding is requested for this scope of work in the amount of \$397,155.10. The project will then be put out to bid and brought back to the Board for contract approval.

Proposals

Proposal 1:

Authorize \$31,084.16 for replacement of street signs as per the cost breakdown shown above.

Proposal 2:

Authorize \$39,321.29 for pavement marking installation project approval. The project will then be put out to bid and brought back to the Board for contract award approval.

Proposal 3:

Authorize \$397,155.10 for asphalt repairs project approval. The project will then be put out to bid and brought back to the Board for contract award approval.

Requests

Request 1:

Request \$31,084.16 from Roads for replacement of street signs.

Request 2:

Request \$39,321.29 from Roads for pavement marking installation project approval.

Request 3:

Request \$397,155.10 from Roads for asphalt repairs project approval.



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Motions

Motion 1:

Move that the Board of Directors approve the allocation of \$31,084.16 from Roads for replacement of street signs and authorize the Maintenance Manager to purchase materials as proposed above.

Motion 2:

Move that the Board of Directors approve the allocation of \$39,321.29 from Roads for pavement marking installation project approval.

Motion 3:

Move that the Board of Directors approve the allocation of \$397,155.10 from Roads for asphalt repairs project approval.

Board of Directors Approval

Motion 1:

Approved: _____ Not Approved: _____ SVCA Board of Directors

Motion 2:

Approved: _____ Not Approved: _____ SVCA Board of Directors

Motion 3:

Approved: _____ Not Approved: _____ SVCA Board of Directors



NW SAFETY SIGNS
Traffic Control - Rentals - Sales

3857 A HANNEGAN ROAD
BELLINGHAM, WA 98226
Phone: (360) 676-6272
Fax: (360) 733-2690

QUOTE: 5782

TO SUDDEN VALLEY COMMUNITY ASSOC
4 CLUB HOUSE CIRCLE
BELLINGHAM, WA 98229

QUOTE DATE	VALID THRU	FOR	PAGE
4/24/2023	5/23/2023	Signage Replacements	1

Mike Brock / mike.brock@suddenvalley.com / 360.778.2223

Requested Due Date: Undetermined - Please inform us if you have an anticipated deadline and we will let you know if we can complete it within that timeline.

Street Signs: pricing for the street signs are for a lump sum order. If street signs are being ordered individually, there will be a \$18.75 setup charge per street name.

Terms:

1. Please allow 4-7 days for a proof, and 5-8 weeks for production of your item(s) after proof approval. If your item(s) are required earlier please let us know and we will do our best to accommodate your needs, all rush orders are subject to a fee.
2. Additional graphic design or design meetings beyond the initial proof and consultation is billed at a rate of \$75.00/hr. Graphic Designers will notify customer of additional design time prior to proceeding.
3. If you are not a Credit Approved Customer and would like to proceed with this quote, please return our "Credit Card Authorization Form" and a deposit.
4. Excludes: Delivery, installation and shipping. This quote also excludes sign mounting hardware and posts.

ITEM NO	QTY	DESCRIPTION	LOC	UNIT PRICE	EXTENDED
	1	Total Sign Package see attachment A101 for full list and qty		14,675.00	14,675.00
	1	Layouts and Design		300.00	300.00
BRACKET/4X 4	0	4x4 FLAT BLADE POST BRACKET *lumber	H-30	26.50	0.00
BRACKET/92 2S	0	2-3/8" ROUND FLAT BLADE POST BRACKET	H-25	11.00	0.00
BRACKET/99 0F	0	CROSS-PIECE FLAT BLADE BRACKET *for stacking 2 street signs	H-29	18.00	0.00

ITEM TOTAL 14,975.00



NW SAFETY SIGNS
Traffic Control - Rentals - Sales

3857 A HANNEGAN ROAD
BELLINGHAM, WA 98226
Phone: (360) 676-6272
Fax: (360) 733-2690

QUOTE: 5782

TO SUDDEN VALLEY COMMUNITY ASSOC
4 CLUB HOUSE CIRCLE
BELLINGHAM, WA 98229

QUOTE DATE	VALID THRU	FOR	PAGE
4/24/2023	5/23/2023	Signage Replacements	2

TAX 1,317.80

TOTAL AMOUNT 16,292.80

	<u>QTY</u>	<u>Size</u>	<u>Standard</u>	<u>Color:</u>	<u>Unit Price</u>	<u>Totals</u>
15 MPH	1	18x24	R2-1	White/Black	\$73.00	\$73.00
AMBERLAND WAY	1	36x6		White/Black	\$87.00	\$87.00
AUTHORIZED VEHICLES ONLY	1	30x24	R5-11	White/Black	\$89.50	\$89.50
BIGLEAF LN	1	30x6		White/Black	\$83.50	\$83.50
BLACK BEAR CT	1	36x6		White/Black	\$87.00	\$87.00
CASCADE LN	3	30x6		White/Black	\$83.50	\$250.50
CLEMATIS LN	1	30x6		White/Black	\$83.50	\$83.50
COMMUTER CARPOOL PARKING ONLY ←	1	12x18		White/Green	\$50.00	\$50.00
CAYUSE CT	1	24x6		White/Black	\$60.00	\$60.00
DEAD END	2	24"	W14-1	Yellow/Black	\$91.00	\$182.00
DO NOT BLOCK ENTRANCE	2	12x18	Custom	White/Black	\$50.00	\$100.00
DO NOT ENTER	12	30"	R5-1	White/Red	\$73.50	\$882.00
DOGS ON LEASH (IMAGE)	1	12x18	Custom	Digital Print	\$50.00	\$50.00
FAR SUMMIT PL	1	36x6		White/Black	\$87.00	\$87.00
FAWN CT	1	24x6		White/Black	\$60.00	\$60.00
FIELDS PARK PL	1	36x6		White/Black	\$87.00	\$87.00
FLOWER CT	1	30x6		White/Black	\$83.50	\$83.50
GLACIER RIDGE DR	1	36x6		White/Black	\$87.00	\$87.00
GOOSEBERRY CIR	2	36x6		White/Black	\$87.00	\$174.00
GRAND VIEW LN	4	36x6		White/Black	\$87.00	\$348.00
HARBOR VIEW DR	4	36x6		White/Black	\$87.00	\$348.00
HIGH CLIFF LN	1	36x6		White/Black	\$87.00	\$87.00
HILLSIDE PL	1	30x6		White/Black	\$83.50	\$83.50
HUCKLEBERRY CT	1	36x6		White/Black	\$87.00	\$87.00
INDIAN MEADOW CT	1	42x6		White/Black	\$112.00	\$112.00
LITTLE PALOMINO CT	1	42x6		White/Black	\$112.00	\$112.00
LITTLE STRAWBERRY LN	1	42x6		White/Black	\$112.00	\$112.00
LOST FORK LN	2	30x6		White/Black	\$83.50	\$167.00
LOUISE VIEW DR	5	36x6		White/Black	\$87.00	\$435.00
MARIGOLD DR	3	30x6		White/Black	\$83.50	\$250.50
MEADOW CT	1	24x6		White/Black	\$60.00	\$60.00
MORNING BEACH DR	1	42x6		White/Black	\$112.00	\$112.00
MORNING GLORY DR	1	42x6		White/Black	\$112.00	\$112.00
NO PARKING ANYTIME ↔	2	12x18	R7-1 D	White/Red	\$27.25	\$54.50
NORTH SUMMIT DR	1	36x6		White/Black	\$87.00	\$87.00
ONE WAY	10	18x24	R6-2 L/R	White/Black	\$73.00	\$730.00
OVAL CT	1	24x3		White/Black	\$60.00	\$60.00
PARKVIEW CIR	1	30x6		White/Black	\$83.50	\$83.50
PARTRIDGE CIR	1	30x6		White/Black	\$83.50	\$83.50
PEDESTRIAN XING	2	30"	W11-2	Yellow/Black	\$125.00	\$250.00
PLUM LN	2	24x6		White/Black	\$60.00	\$120.00
POLO PARK DR	7	30x6		White/Black	\$83.50	\$584.50
RADAR CONTROLLED	1	NA	-	-	Not able to provide pricing	
RIDGE CREST WAY	1	36x6		White/Black	\$87.00	\$87.00
RIVER RIDGE LP	1	36x6		White/Black	\$87.00	\$87.00
ROCKY RIDGE DR	3	36x6		White/Black	\$87.00	\$261.00
SCHOOL BUS STOP AHEAD	2	30"	S3-1	Yellow/Black	\$125.00	\$250.00
SHARP LEFT TURN (IMAGE)(YELLOW)	1	24"	W1-1L	Yellow/Black	\$91.00	\$91.00
SHORT CIR	1	24x6		White/Black	\$60.00	\$60.00
SOUTHERN CT	1	30x6		White/Black	\$83.50	\$83.50
SPEED LIMIT 20	1	18x24	R2-1	White/Black	\$73.00	\$73.00
SPEED LIMIT 25	1	24x30	R2-1	White/Black	\$89.50	\$89.50
SPRING RD	1	24x6		White/Black	\$60.00	\$60.00
STABLE LN	3	24x6		White/Black	\$60.00	\$180.00
STAFF SHORT TERM PARKING	4	12x18	Custom	White/Green	\$50.00	\$200.00
STOP	57	30"	R1-1	Red/White	\$63.00	\$3,591.00
SUDDEN VALLEY DR	10	42x6		White/Black	\$112.00	\$1,120.00
SUNDEW CT	1	24x6		White/Black	\$60.00	\$60.00
SUNFLOWER CIR	1	36x6		White/Black	\$87.00	\$87.00
T INTERSECTION (IMAGE)	2	24"	W2-4	Yellow/Black	\$91.00	\$182.00
TUMBLING WATER DR	4	42x6		White/Black	\$112.00	\$448.00
VALLEY CREST WAY	1	42x6		White/Black	\$112.00	\$112.00
WESTERN LN	2	30x6		White/Black	\$83.50	\$167.00
WISTERIA LN	2	30x6		White/Black	\$83.50	\$167.00
YEARLING PL	1	30x6		White/Black	\$83.50	\$83.50
					\$14,675.00	Total

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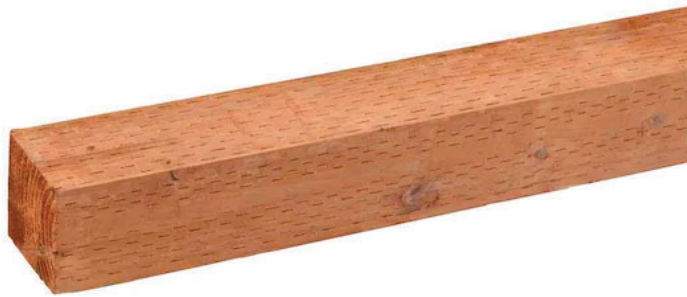
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Internet #100026028 Model #549000104041600 Store SKU #393634

4 in. x 4 in. x 16 ft. Construction Select Pressure-Treated Hem-Fir Wood Post

53

★★★★★ (7) Questions & Answers (4)



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4655 Guide Meridain
 Bellingham, WA 98226
 (360) 676-7117

ESTIMATE

E-33022

Payment Terms: Cash Customer

Created Date: 11/1/2022

DESCRIPTION: Assorted Prismatic Reflective Street Signs - Large Order

Bill To: Sudden Valley
 none
 Bellingham, WA 98229
 US

Pickup At: Signs By Tomorrow Bellingham
 4655 Guide Meridain
 Bellingham, WA 98226
 US

Requested By: Mike Brock
 Email: mike.brock@suddenvalley.com
 Work Phone: (360) 778-2223

Salesperson: Kacey Bryant
 Entered By: Kacey Bryant

NO.	Product Summary	QTY	UNIT PRICE	AMOUNT
1	Street Name Signs - 48"x6"	6	\$121.5617	\$729.37
1.1	.080" Aluminum - Part Qty: 1 Width: 48.00" Height: 6.00"			
	Round Corners - Rounded Corners			
1.2	Prismatic Reflective - Part Qty: 2 Width: 48.00" Height: 6.00"			
	Lamination - Lamination Type: Gloss Calendered Laminate			
2	Street Name Signs - 36"x6"	34	\$83.73	\$2,846.82
2.1	.080" Aluminum - Part Qty: 1 Width: 36.00" Height: 6.00"			
	Round Corners - Rounded Corners			
2.2	Prismatic Reflective - Part Qty: 2 Width: 36.00" Height: 6.00"			
	Lamination - Lamination Type: Gloss Calendered Laminate			
3	Street Name Signs - 30"x6"	30	\$71.016	\$2,130.48
3.1	.080" Aluminum - Part Qty: 1 Width: 30.00" Height: 6.00"			
	Round Corners - Rounded Corners			
3.2	Prismatic Reflective - Part Qty: 2 Width: 30.00" Height: 6.00"			
	Lamination - Lamination Type: Gloss Calendered Laminate			
4	Street Name Signs - 24"x6"	14	\$59.9164	\$838.83

4.1	.080" Aluminum - Part Qty: 1 Width: 24.00" Height: 6.00"	Round Corners - Rounded Corners			
4.2	Prismatic Reflective - Part Qty: 2 Width: 24.00" Height: 6.00"	Lamination - Lamination Type: Gloss Calendered Laminate			
5	Street Name Signs - 18"x6"		4	\$49.1775	\$196.71
5.1	.080" Aluminum - Part Qty: 1 Width: 18.00" Height: 6.00"	Round Corners - Rounded Corners			
5.2	Prismatic Reflective - Part Qty: 2 Width: 18.00" Height: 6.00"	Lamination - Lamination Type: Gloss Calendered Laminate			
6	30x30 - Stop Sign		57	\$139.927	\$7,975.84
6.1	.080" Aluminum - Part Qty: 1 Width: 30.00" Height: 30.00"				
7	24x24 - Do Not Enter		12	\$135.73	\$1,628.76
7.1	.080" Aluminum - Part Qty: 1 Width: 24.00" Height: 24.00"				
8	24x30 Speed Limit & Radar Controlled Signs		4	\$214.00	\$856.00
8.1	.080" Aluminum - Part Qty: 1 Width: 24.00" Height: 30.00"	Round Corners - Rounded Corners			
9	12x18 Signs - Assorted		11	\$69.11	\$760.21
9.1	.080" Aluminum - Part Qty: 1 Width: 12.00" Height: 18.00"				
10	18x24 One Way Signs		10	\$126.00	\$1,260.00
10.1	.080" Aluminum - Part Qty: 1 Width: 18.00" Height: 24.00"				
11	30x30 Assorted Diamond Signs		9	\$212.50	\$1,912.50
11.1	.080" Aluminum - Part Qty: 1 Width: 30.00" Height: 30.00"				
12	Design/Print Prep		1	\$30.00	\$30.00
12.1	Basic Set Up Fee - Part Qty: 1				

This estimate covers only the services outlined below. If the scope of the work changes from the original estimate, approved revisions and additions will be charged accordingly. Your sign or graphic is a customized piece work. If you require changes to your design after it has been designed and approved, charges for additional design time as well as any restocking charges incurred will apply.

Vehicle estimates subject to adjustment of labor due to difficulty of prep, bondo, damaged paint or clear coat.

Subtotal:	\$21,165.52
Taxes:	\$1,862.57
Grand Total:	\$23,028.09

Terms: 50% down, with the entire unpaid balance of the stated price due and payable at the time of pickup/installation; All signs and components are and remain the property of Signs By Tomorrow, until paid in full, regardless of the ownership of the property where installed, or the relative portion of the balance which has been paid. If this order is tax exempt you will need to notify us and provided proper documentation prior to submitting payment. Once your order is processed the tax status can not be modified.

Signs By Tomorrow Bellingham is Moving!

Starting March 9th we will be in our new location at 4655 Guide Meridian Bellingham, WA 98226 We will still be open at 420 Ohio street for pickups until March 8.

We will have limited production and ordering from March 3 - March 8.

The best way to place orders during this time is via email. If you have questions about your order or an urgent need, please contact Krys Bennett at 360-223-7775.

Signature: _____ **Date:** _____

Special-T Signs - Wraps - Graphics
 2206 Pacific St. Bellingham, WA 98229
 sales@specialt.com
 360-734-7617

www.specialt.com



Quote 20256 #1

Street sign replacement project

SALES REP INFO
 Donnelly, David T
 Owner
 dave@specialt.com

QUOTE DATE
 04/20/2023
 QUOTE EXPIRY DATE
 06/19/2023

TERMS
 Net 30

ORDERED BY
 SUDDEN VALLEY COMMUNITY ASSOC.
 4 CLUB HOUSE CIRCLE
 BELLINGHAM, WA 98229

CONTACT INFO
 Mike Brock
 mike.brock@suddenvalley.com

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
1	Street signs Street signs will be black text on white reflective vinyl applied to .080 flat aluminum Size will be 6" tall and up to 48" in length.	88	Unit	\$198.40	\$17,459.20	Y
2	30" stop signs 30x30 Stop sign HIP	57	Unit	\$85.68	\$4,883.76	Y
3	Speed limits Speed limit signs 24x30	3	Unit	\$96.00	\$288.00	Y
4	Dead End Dead End 30x30 Black on yellow	2	Unit	\$96.00	\$192.00	Y
5	Do not Enter Do Not Enter 24x24 black on white	12	Unit	\$128.00	\$1,536.00	Y
6	Do not block Entrance Do Not Block Entrance 18x24	2	Unit	\$96.00	\$192.00	Y
7	One Way One Way Black and White	10	Unit	\$96.00	\$960.00	Y
8	Ped Crossing Pedestrian Crossing 30x30 black and yellow	2	Unit	\$200.00	\$400.00	Y
9	School Bus Stop School Bus Stop 30x30	1	Unit	\$200.00	\$200.00	Y
10	Sharp Turn Sharp Turn 30x30	1	Unit	\$200.00	\$200.00	Y
11	18 x 24 Aluminum signs T Intersection 2ea. Radar Controlled 1ea.	3	Unit	\$96.00	\$288.00	Y
12	12x18 Aluminum signs	3	Unit	\$56.00	\$168.00	Y

#	ITEM	QTY	UOM	U.PRICE	TOTAL (EXCL. TAX)	TAXABLE
	Dog on Leash 1ea. No Parking Any Time 2ea.					
13	Wood post topper 4x4 wood post topper to hold street signs	1	Unit	\$40.00	\$40.00	Y
14	Cross Bar Cross bar to hold street signs	1	Unit	\$11.20	\$11.20	Y
15	labor Graphic Design Services Graphic design services, priced by the hour at \$95 This is an estimate for typesetting the street sign	6	Each	\$95.00	\$570.00	Y

CUSTOMER NOTE:

Hello, please let me know if you have any questions or concerns about this project. I appreciate your business and look forward to working with you again in the future.

Sincerely Dave Donnelly

dave@specialt.com

Setup:	\$0
Shipping:	\$0
Subtotal:	\$27,388.16
Sales Tax (8.8%):	\$2,410.16
Total:	\$29,798.32

Downpayment (50.0 %)

\$14,899.16

SIGNATURE:

DATE:



May 2, 2023

Sudden Valley Community Association
 Attn: Jo Anne Jensen
 4 Clubhouse Circle
 Bellingham, WA 98229

RE: Project Scope Letter
2023 Roads Project

PNW is providing this overall project scope letter to SVCA for the 2023 Roads Project. Overall scope of work assumes:

- Pavement Markings:

- o Installation of centerline on main roads. Paint application to be 2 coats with glass beads. Main roads include:

Gate	Road	Approximate Length - Miles
Gate 1	Winward	1.2
	Marina – Winward Loop	.2
Gate 2	Marigold + Marigold Loop	1
	Lake Louis Drive	.5
Gates 3, 9, 13	Sudden Valley Drive	3.3
Gates 3, 13	Harborview	1.4
Gate 5	Louis View (Lake Louis Road to Star View)	1.3
	Tumbling Water	.4
Gate 9	Morning Glory	.3
Gates 9, 13	Polo Park	1.6
Gate 13	Western	.2

- o Total distance is approximately 11.4 miles which equals 60,192 lineal feet.
- o PNW requested a budget from Kamps Painting based on doing 50% of the quantity laid out and painted in 2019. This estimate is attached for reference.
- o Using 60,192’ at Kamp’s estimate of \$0.52/LF = \$31,299.84 plus WSST at 8.6% = \$33,991.63.
- o The project is proposed to be put out to bid if approved by the Board, and then brought back to the Board for contract award.

Overall project estimate for pavement marking installation:

Design, Permitting, Contractor Bids	
- PNW Services, Inc. – Oversight & Bid Package Estimate Per Attached	\$405.00
Subtotal – Design, Permitting, Contractor Bids	\$405.00



Construction Estimate	
- PNW Services, Inc. – Construction Management Estimate Per Attached	\$1,350.00
Construction Estimate – Kamps Painting per Above	\$33,991.63
Subtotal Construction Estimate	\$35,341.63
Total Estimate Design & Construction	
10% Contingency Allowance	\$3,574.66
Total Estimate with Contingency	\$39,321.29

- Asphalt Repairs:

- Impact Design has completed a review of all SVCA roads and created the attached spreadsheet identifying surface defects for repair in 2023. These locations consist of primarily asphalt delamination. The total asphalt identified for repair is 37,289 square feet (SF).
- SVCA’s 2022 NOA project completed many asphalt repairs at a unit price of \$13.80/SF not including WSST.
- For bidding purposes PNW recommends these repair areas be split into 2 categories as shown on Impact’s spreadsheet.
 - Base bid in the amount of 17,234SF
 - Additive alternate of 20,055SF
 - This will allow SVCA to bid the full project and be able to maximize repaired areas with the dollars available.
- If a 20% escalation is assumed for 2023 a unit price would be \$16.56/SF. Base bid estimate would be 17,234SF x \$16.56 = \$285,395.04 plus WSST at 8.6% = \$309,939.01. As much of the additive alternate areas would be then added as SVCA is able to afford this year.
- The balance of repairs not completed in 2023 would be proposed for repair as part of a 2024 Roads project.

Overall project estimate for asphalt repairs:

Design, Permitting, Contractor Bids	
- Impact Design – Design	\$11,500.00
- PNW Services, Inc. – Oversight & Bid Package Estimate Per Attached	\$3,510.00
Subtotal – Design, Permitting, Contractor Bids	\$15,010.00
Construction Estimate	
- PNW Services, Inc. – Construction Management Estimate Per Attached	\$21,600.00
Construction Estimate – Base Bid per Above	\$309,939.01
Subtotal Construction Estimate	\$331,539.01



Total Base Bid Estimate Design & Construction	\$346,549.01
--	---------------------

Please let me know if you have any questions, or if you would like any further information.

Sincerely,

Tyler Andrews
President

Estimates



Kamps
PAINTING COMPANY

INCORPORATED
Lic.# KAMPSPC0940T
606 Loomis Trail Rd.
Lynden, WA 98264
(360)354-5513, 734-7893 fax (360)354-8204
kampspainting@comcast.net

Authorized Signature Dale Kamps
Dale Kamps, President

DATE	ESTIMATE #

NAME/ADDRESS

PROJECT
SVCA 2023 Striping

ITEM	DESCRIPTION	QUANTI...	PRICE	Total
13	Paint Centerline with 2 Coats of Paint and Glass Bead, per LF This Price Includes Traffic Control.	54,000	0.52	28,080.00 T
	Wh.Co. P.T.B.A. Sales Tax		8.60%	2,414.88

Terms: Accounts due upon completion of work. Past due accounts 1-1/2% per month plus legal fees & cost collection.	Total \$30,494.88
--	-------------------------------------

Estimate Valid Until	4/30/2023
----------------------	-----------

SIGNATURE _____

Sudden Valley Community Association

2023 Roads Project

PNW Estimate - Bid Package, Permitting, and Construction Management

Pavement Markings Scope

Task	Description	Hours	Estimated Cost
Design Oversight	None anticipated.	0	
	Total Estimated Design Oversight Hours	0	\$ -
Permitting	None anticipated.	0	
	Total Estimated Permitting Cost	0	\$ -
Contractor Bids	Prepare bid package, issue to contractors, and answer any bid questions.	2	
	Review construction bids, and provide recommendation to SVCA.	1	
	Total Estimated Bid Package Hours	3	\$ 405.00
Construction Management	Manage contract, coordinate schedule with contractor, and review roads to verify project completion.	10	
	Total Estimated Construction Management Hours	10	\$ 1,350.00
	Total Estimated		\$ 1,755.00



Impact Design

	Main Road Name	Zone Number	Form Number	Inspection Date	Delamination (D)	Number of Delaminations	Delamination Inspection			
							Delamination Size (sqft)	Base Bid Totals	Additive Alternate Totals	Approximate Locations
2	Longshore Ln	1	1_8	3/4/2023	High	4	[20x10] [17x6] - [34x4] [25x4]	538		- 26 Longshore Ln
3	Inlet Cir	1	1_9	3/4/2023	High	1	[5x5]	25		
4	Sanwick Point Ct	1	1_16	3/4/2023	High	4	[10x3] - [22x4] - [13x3] - [20x4]	237		9 Sanwick - 7 Sanwick - 3 Sanwick - 1 Sanwick
		1						1450		Gate 1 Entrance Mailboxes
5	Swallow Cir	2	2_4	3/6/2023	High	2	[184x14] - [55x4]		2796	4 Swallow Circle - 16 Swallow Circle
6	Valley View Cir	2	2_5	3/6/2023	High	1	[25x12]	300		16 Valley View
8	Lake Louise Dr	2	2_10	3/6/2023	High	4	[25x12] [20x12] - [14x3] [4x30]	702		
		2						1450		Barn 8 Parking Lot
9	Tumbling Water Dr	5	5_1	2/23/2023	High	3	[41x13] [16x2] [43x7]	866		Gate 5 Entrance
10	Little Palomino Ct	5	5_3	2/23/2023	High	1	[10x7]	70		
11	Shetland Ct	5	5_4	2/23/2023	High	3	[14x13] [16x2] [43x7]	515		
12	Pinto Creek Ln	5	5_6	2/23/2023	High	3	[76x16] [12x7] [50x4]		1500	9 Pinto Creek
15	Louise View Dr	5	5_10	2/22/2023	High	2	[20x2] - [20x4]	120		10 Louise View Drive - 16 Louise View Drive
16	Clematis Ln	5	5_11	2/22/2023	High	11	[10x7] [42x16] - [70x16] [20x4] - [24x13] [14x4] [14x7] [4x4] - [32x7] [38x8] - [30x17]	3462		- Int. of Clematis and Sweetclover - end of Cul De Sac - 19 Clementis - 24 Clementis
17	Rosebud Pl	5	5_12	2/22/2023	High	2	[16x13] [126x13]	1846		
19	Louise View Dr	5	5_14	2/22/2023	High	6	[24x2] [40x5] - [25x16] - [175x17] - [11x4] [10x11]	3777		51 Louise View Drive - Louise View Dr. - Whole Steep Section - Wisteria Intersection
20	Bramble Way	5	5_15	2/22/2023	High	2	[10x4] [28x18]	544		
21	Wintercress Way	5	5_17	2/22/2023	High	1	[82x15]		1230	
22	Holly View Way	9	9_10	2/22/2023	High	1	[60x8]	480		3 Holly View Way - 37 Holly View
23	High Cliff Ln	9	9_11	2/22/2023	High	2	[7x12] - [100x8]	884		26 High Cliff Lane - Uproad
24	Horseshoe Cir	9	9_13	2/22/2023	High	3	[41x7] [9x7] - [34x10]	690		31 Horseshoe Circ. - 20 Horseshoe Circle
26	Meadow Ct	13	13_10	2/24/2023	High	1	[22x14]	308		Meadow Ct. @ Whistling Swan
27	Westbrook Ct	13	13_13	2/24/2023	High	1	[21x18]	378		Westbrook Ct.
28	Huckleberry Ct	13	13_17	2/24/2023	High	2	[41x16] [16x14]	880		14 Huckleberry Ct.
29	Little Strawberry Ln	3A	3A_3	3/3/2023	High	1	[9x7]	63		Little Strawberry lane and Sudden Valley Drive
30	Austin Creek Ln	3A	3A_7	3/3/2023	High	3	[20x5] [180x3] [51x4]	844		3 Austin Creek Ln - Austing Creek Ln int.
32	Valley Crest Way	3A	3A_12	3/3/2023	High	8	[17x5] [42x11] [21x16] - [60x4] [24x8] [52x10] - [17x4] [27x24]		2551	28 Valley Crest Way - End of Valley Crest Way
34	Indian Ridge Ct	3A	3A_16	3/3/2023	High	2	[27x25] [10x15]	825		7 Indian Ridge
35	Indian Meadow Ct	3A	3A_17	3/3/2023	High	3	[3x3] [3x3] [14x11]	172		4 Indian Meadow
36	KingletCt	3B	3B_4	2/25/2023	High	2	[103x8] [12x4]		872	6 Kinglet Ct.
37	Stable Ln	3B	3B_5	2/25/2023	High	2	[25x2] - [13x18]	284		51 Stable Lane - Int. of Stable and Highwood cir
38	Highwood Cir	3B	3B_7	2/25/2023	High	2	[18x4] - [94x13]	1294		Highwood Circle - Int of Stable and Highwood
41	Lost Fork Ln	3B	3B_10	2/25/2023	High	7	[13x6] [2x2] [12x10] [5x2] [3x2] - [9x16] [2x4]	370		124 Lost Fork Lane - Lost Fork and Canyon Ct.
43	Maple Ct	3C	3C_3	3/2/2023	High	1	[4x22]	88		174 Maple Ct.
44	Basin View Cir	3C	3C_4	3/2/2023	High	4	[8x2] [4x2] - [21x6] [34x12]	558		1 Sandalwood - 34 Basin View
45	Sandalwood Cir	3C	3C_5	3/2/2023	High	4	[50x10] [14x5] - [15x8] [77x4]		998	Entrance to Sandalwood - 1 Sandalwood
52	Plum Ln	3C	3C_15	3/2/2023	High	6	[5x5] - [16x8] - [3x3] - [44x4] [3x3] [22x3]	413		Int. of Plum Lan and Harbor View. - 1 Autmn Vista - 21 Plum Lane - 26 Plum Lane
54	Harbor View Dr	3D	3D_2	3/3/2023	High	1	[54x13]	702		64 Harbor View Drive

55	Inglewood Pl	3D	3D_4	3/3/2023	High	5	[70x9] - [28x8] - [4x2] [31x5] [3x2]	1023	12 Inglewood - 22 Inglewood - 30 Inglewood
56	Hillside Pl	3D	3D_6	3/3/2023	High	4	[4x4] [8x3] [8x3] - [10x8]	144	45 Hill Side Place - Bottom of Hill Side Place
57	Sigma Cir	3D	3D_7	3/3/2023	High	2	[22x6] - [34x12]	540	5 Sigma Circle - 15 Sigma Circle
58	Acorn Place				High	1	[20x25]	500	2 Acorn Place
								17234	Base Bid
								20055	Additive Alternate
Total								37289	



May 8, 2023

Tyler Andrews
PNW Services, Inc.
PO Box 30498
Bellingham, WA 98228
360-739-2072

Thank you for the opportunity to submit a proposal to provide engineering and permitting assistance for 2023 Notice of Activity Asphalt Repairs Project. We understand that the Sudden Valley Community Association is working to improve their roadway system over their entire private roadway system. This will include the identification of 50-60 roadway sections that are required for repair with recommendations for such repair.

We propose to conduct the engineering for this project on a Not To Exceed basis in accordance with the rate sheets attached and our budget of \$11,500.

Scope of Work:

Impact Design will prepare 100% construction and permit approved documents for the approximately 50 locations that will require asphalt repairs in the Sudden Valley Community Association. The locations will be measured and accounted for in ready-to-bid construction documents and for permits with Whatcom County Planning and Development Services as a Notice of Activity in accordance with the SVCA Programmatic Permit.

- A professional engineer licensed in the State of Washington will provide permit and construction level civil engineering plans for the proposed improvements that will be accepted by Whatcom County Planning and Development. Impact Design will also provide the project management for this work. This will include the below civil engineering documents:
 - Permitting & Construction Documents
 - Cover Sheet & Existing Conditions Map
 - Asphalt Maintenance Locations & Descriptions
 - Temporary Erosion and Sedimentation Control Plan
 - Stormwater Pollution Prevention Plan
 - Details

- Our team will prepare a Notice of Activity for Whatcom County as required for the project.

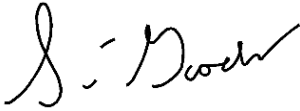
Excluded Scope: Geotechnical work, SEPA process, traffic studies, architectural design, structural engineering, landscape design, title reports, construction support, as-builts and dry utilities coordination are not included in this scope.

Please sign and date below as a formal acceptance of this proposal. We are excited to being work on your project.

Name

Date

Respectfully,



Scott Goodall, MS, PE
Principal
Impact Design, LLC



2023 Rate Sheet

Office	Hourly Rate
Principal Engineer	\$140
Design Engineer	\$125
Engineering Technician	\$100
Design Technician	\$95
CAD Technician	\$75

Field	Hourly Rate
Construction Inspection	\$90

Sub-Consultants	15% Markup
Equipment	15% Markup
Travel Expenses	15% Markup
Mileage	Federal Rate

Asphalt Repairs Scope

Task	Description	Hours	Estimated Cost
Design Oversight	Design oversight of Impact Design.	12	
	Total Estimated Design Oversight Hours	12	\$ 1,620.00
Permitting	Oversight of permit applications, facilitate signatures / submittals / permit fees.	3	
	Total Estimated Permitting Cost	3	\$ 405.00
Contractor Bids	Paint out repair limits at each location, prepare bid package, issue to contractors, and answer any bid questions.	10	
	Review construction bids, and provide recommendation to SVCA.	1	
	Total Estimated Bid Package Hours	11	\$ 1,485.00
Construction Management	Full time asphalt placement supervision assumed at 20 day contract - 160 Hours.	160	
	Total Estimated Construction Management Hours	160	\$ 21,600.00
	Total Estimated		\$ 25,110.00



Sudden Valley Community Association

360-734-6430

4 Clubhouse Circle Bellingham, WA 98229

www.suddenvalley.com

CAPITAL REQUEST MEMO

To: Sudden Valley Community Association Board of Directors
From: Jo Anne Jensen, General Manager
Date: May 11th, 2023
Subject: Capital Request – 2023 Potholes & Minor Road Repairs

Purpose

To request funding approval for pothole and minor road repairs in 2023.

Background

Included in SVCA's 2023 budget is a line item of \$35,000.00 for repairing potholes. Historically, SVCA would create a list of potholes, and outsource this project once per year. This project primarily focused on pothole repair and only took place after multiple potholes were present on SVCA roadways.

Analysis

After potholes were repaired in 2022, SVCA's maintenance department began filling new potholes with asphalt cold patch as they developed. This is a temporary fix to improve roadways until weather allows hot mix asphalt to be placed and allows for scheduling more than one permanent repair at a time. With the purchase of SVCA's dump trailer last year, the maintenance department is planning to repair potholes throughout the summer months, instead of waiting to outsource this project on a once per year basis. The general approach will be to temporarily fill potholes with cold patch, then, once weather is favorable for hot mix asphalt placement, the potholes will be permanently repaired. Depending on the size of the potholes, SVCA will likely perform 2-4 repairs each time hot mix asphalt is placed for economy of scale.

In addition, SVCA's maintenance department will also perform minor road repairs as part of this scope. Minor road repairs will be projects that don't require contractor expertise, specialized equipment, permitting, and are not large scale projects. Minor road repairs will include activities such as:

- Repairing a washed-out shoulder. This could include aggregate placement to stabilize or repairing ruts off edge of asphalt.
- Painting of stop bars at intersections.
- Replacement of broken street signs/posts.
- Stabilizing a ditch with drainage issues.
- Installation of an asphalt berm for directing water flow.
- Etc.



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The proposed 2023 budget for these repairs is:

- \$4,000.00 – Asphalt materials – cold mix, hot mix, tar per Lakeside’s 2023 attached price list.
- \$1,000.00 – Disposal of asphalt and aggregates.
- \$6,000.00 – Materials allowance – signs/signposts, paint, aggregates, erosion control materials, etc.
- \$4,000.00 – Supervisor – 80 hours at \$50.00/hr.
- \$16,000.00 – Maintenance staff – 500 hours at \$32.00/hr.
- \$3,000.00 – Fuel and equipment

Total estimate: \$34,000.00

SVCA’s 2023 budget identifies \$35,000, and it is requested that this proposal is rounded up to that amount.

Proposal

Authorize \$35,000.00 for SVCA’s Maintenance Department to complete pothole and minor road repairs in 2023.

Request

Request \$35,000.00 from Roads for potholes and minor road repairs in 2023.

Motion

Move that the Board of Directors approve the allocation of \$35,000.00 from Roads for potholes and minor road repairs in 2023.

Board of Directors Approval

Approved: _____ Not Approved: _____SVCA Board of Directors



2023 MATERIAL PRICE LIST
Anacortes Quarry- Monday thru Friday
11497 Havekost Rd.
7:00 A.M. - 3:30 P.M.
PH: (360) 293- 2168

MINIMUM CHARGE for any and all loaded vehicles- \$80.00 + Tax if applicable

CRUSHED ROCK:	PER TON:	ANACORTES PIT ONLY	- NO TAX
1/2" CHIPS	208 \$ 22.00	DUMP FEES: WITH SIGNED WAIVER ONLY	
3/4" CHIPS	205 \$ 18.50	ASPHALT	593 \$ 10.00
5/8" COMMERCIAL (Modified)	228 \$ 12.00	CONCRETE	583 \$ 13.00
5/8" CRUSHED QUARRY (Minus)	215 \$ 16.50	(CLEAN- NO STEEL / MESH)	
1 1/4" MODIFIED	221 \$ 11.50	MIXED CONCRETE	582 \$ 15.00
1 1/4" CRUSHED QUARRY (Minus)	218 \$ 16.50	(CONCRETE W/ STEEL/ MESH)	
1 1/4" - 3/8" CHIP	220 \$ 17.50	OVERSIZED CONCRETE	580 \$ 25.00
SPALLS:		* ASPHALT & CONCRETE PIECES CANNOT BE	
8" MINUS	232 \$ 14.50	ANY LARGER THAN 2' X 2' OR IT WILL BE	
24" MINUS	487 \$ 18.00	CHARGED OUT AT OVERSIZED RATE	
2 1/2" MINUS	490A \$ 13.50		
2"-4"	224 \$ 17.00		
QUARRY SPALLS (4"-8")	222 \$ 17.00	BELLEVILLE PLANT ONLY	
RAILROAD BALLAST	244 \$ 16.50	(360) 661-3206 / (360) 815-3112	
PERMEABLE BALLAST	220 \$ 17.50	ASPHALT PER TON:	
ROCKERY ROCK:		CLASS 'B' ASPHALT	105 \$ 81.00
1 MAN	485 \$ 50.00	CLASS 'G' ASPHALT	125 \$ 84.00
2 MAN	486 \$ 31.00	A.T.B. ASPHALT	135 \$ 70.00
SORTED ROCKERY ROCK	488 \$ 26.00	3/8" SUPERPAVE	171 \$ 85.00
3 MAN AND ABOVE- \$250 Minimum		1/2" SUPERPAVE	175 \$ 82.00
OTHER PRODUCTS:		WMA 1/2"	148 \$ 82.00
PIT RUN / CLEAN FILL	475 \$ 8.50	TACK (GALS)	508G \$ 18.00
MODIFIED PIT RUN	462 \$ 12.00	TACK (TONS)	508 \$ 1,020.00
WASHED SAND	330 \$ 14.00	PG 64-22 (TONS)	506 \$ 1,020.00
STONE SAND- WHEN AVAILABLE	331 \$ 17.00	PG 64-22 (GALS)	506G \$ 18.00
CRUSHED ASPHALT	470 \$ 16.00	TACK & PG64-22 BUCKETS	520/522 \$ 98.00
CRUSHED CONCRETE- OUT	472 \$ 11.50	EZ Street Bulk	180 \$ 150.00
SHALE	490 \$ 11.00	Release Agent (GALS)	503 \$ 12.00
		Crushed Asphalt	470 \$ 16.00
EZ Street Bulk	180 \$ 150.00		
EZ Street - 50# Bags	181 \$ 23.00		
Pallets (56 Bags)- \$19.00/Bag	187 \$ 1,064.00		

Revised 2/1/23

* Prices subject to change without notice, please call to verify current price

*All materials are subject to quantities on hand