

# PUBLIC WORKS MONTHLY PROJECT DASHBOARD

Revised: March 31, 2024

Project Summary Status				Status Key	
<u>BLUE FONT = RECENTLY ADDED</u>				On Track	Delayed
				Ongoing	At Risk
				Pending	Completed Projects Hidden
Status	Project	Phase	Owner	Projected Completion	Status Summary
	2024 Splash Fountain Mechanical Upgrade Project	1 of 1	P.W. Superintendent	5/20/2024	Work continues on the Splash Fountain. The Marion County permit was approved, and a notice to proceed has been issued for the concrete work. Staff has begun putting together the structure off-site. The electrical components have been removed and the final piping modifications and infill of the excavation site and vault are scheduled for completion the week of March 4, 2024. It has been determined this project is required to go before the planning commission for approval of the proposed building. It is scheduled to be included on the March 19, 2024 planning commission meeting agenda, however an approval delay could result in a delayed project completion.
	2023/24 Water Rights Project (Well #4 & Barendse Park	2 of 2	P.W. Administrative Manager	12/31/2024	The Request for Assignment paperwork is complete and will be submitted to Oregon Water Resources following the next check run cycle. PSA executed and Staff is gathering requested documents.
	2024 Mandatory City- Wide Backflow Testing	1 of 3	P.W. Administrative Manager	12/31/2024	Initial test notices scheduled to be mailed no later than June, 2024.

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	2021 Wastewater Facilities Plan Update	2 of 2	P.W. Superintendent	04/09/2024 <del>2/28/2024</del>	<p>P.W. Administrative Manager reached out to DEQ with a request for the approval status. DEQ responded with several questions and requests for clarification. Project Team is working to respond, and anticipates will provide a response to DEQ by the week of April 8, 2024. Continue to hold for DEQ's final approval. Once DEQ approval has been received, a funding plan to move forward with the mandatory capital improvements will be completed and presented to Council for approval and direction. Plan presentation completed February 26, 2024. Received a timing update from DEQ on Friday, February 1, 2024 noting that they were approximately 2-3 weeks out for their final review completion. Civil West Engineering is scheduled to attend the February 27, 2024 special city council meeting to present and answer questions. DEQ completing their final review. <del>Civil West Engineering Services will attend the February 13, 2024 council meeting to present and answer questions.</del></p> <p>Comments on the draft plan have been received which include comments from both DEQ and the Clean Water State Revolving Fund program officer. P.W. Administrative Manager is reviewing an additional scope of services addendum request in the amount of \$9,475 based on DEQ's comments. The final draft has been sent to DEQ and the funding agency for review and comments. Staff has received the final draft, and P.W. Administrative Manager and P.W. Superintendent are in the process of a final review and approval of the plan. This project is in the final stages. Treatment System evaluation continues. Inflow and infiltration study continues. City Engineers tying in the pending new NPDES permit requirements.</p>

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	2022 City Shop Yard Access Improvements	1 of 2	P.W. Superintendent	06/30/2024 <del>6/30/2023</del>	General clean-up continues as time allows. The emergency generator access gate has been installed. Staff continues to work on general clean-up and organization. Work at the Shop continues. The shop yard clean-up has begun. Utility Worker II Juan Hernandez has initiated the procurement of materials for this project. Project design stage.
	"G" Street Sidewalk Improvements (R.R. Crossing ROW)	2 of 3	P.W. Superintendent	12/31/2024 Pending U.P. Schedule	Proposals were received, with just one who stated they would be able to be in compliance with Union Pacific's contractor guidelines. P.W. Superintendent is coordinating final steps with ODOT Rail and Union Pacific. Requests for proposals will be requested for project completion in coordination with ODOT Rail and Union Pacific. This project is moving towards construction in the 2024 construction season. The contractor will be required to complete for Union Pacific's approval a "Contractor's Right of Entry." The Agreement has been fully-executed, and an initial quote has been received. Two additional quotes will be requested. Agreement is on the September 12, 2023 Consent Agenda. P.W. Administrative Manager contacted U.P. the week of July 17, 2023, and was told the final agreement will be forwarded for execution. Staff is waiting for the final agreement from Union Pacific, after which it will be presented to Council for acceptance and authorization for the Mayor to sign. P.W. Administrative Manager Melinda Olinger and P.W. Superintendent Mike Krebs will meet regarding legal comments/suggestions, after which will be forwarded to U.P. Pending.
	2022 Water System Emergency Response Plan update	1 of 1	P.W. Administrative Manager	12/31/2024 6/30/2022	Draft Plan 65% complete.

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	2022 Water System Improvements Project	1 of 3	Phase 1: P.W. Administrative Manager; Phases 2-3 P.W. Superintendent	12/31/2026	<p>A pre-app meeting was held by the project team in regards to the property acquisition for a replacement site for Well #1. Approval to shift the use of the MCARPA funds has been approved, and the equipment pre-procurement RFP's are close to final. Staff is in the process of working with the City Planner on background requirements in anticipation of submitting a letter of intent (LOI) for a potential property acquisition to relocate Well #1. Procurement requests for proposals are being prepared and reviewed for time-sensitive equipment. Staff is working to complete the construction mitigation plan. The City is requesting a shift of MCARPA fund use towards equipment pre-procurement to ensure lag-time won't effect the overall project schedule. Staff is in the planning process of a replacement well site. Project Kick-off meeting held. Staff working on equipment pre-procurement; potential well sites; weekly project team meetings held; Engineering Design Report is final and will be submitted to Marion County. The draft Engineering Design Report is complete and and Staff is currently reviewing. Work continues to move forward. Preliminary engineering is close to completion, and the initial request for fund reimbursement will be submitted in the coming weeks. P.W. Administrative Manager submitted requested project update information to Marion County. Our project team is scheduled to meet on July 13, 2023. Following this meeting P.W. Administrative Manager anticipates a push of updated project information to go out to the community. Our annual MCARPA project site visit has been scheduled with Marion County representatives for Monday, July 31, 2023. Preliminary design in development. Final review in progress. RFP for Integrator of Record in progress. Funding meeting preparation. 10/11/2022 Council Consent Agenda request for Council authorization to procure an Integrator of Record to provide water and wastewater control system and instrumentation integration services as an independent contractor to the City.</p>

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	2023 Water System Improvements Project Phase 1B	1 of 3	P.W. Administrative Manager	12/31/2026 <del>TBD</del>	See 2022 Water System Improvements section above (combined). Engineering Design Report is final. Request for Council authorization to assign this project to City Engineer Matt Wadlington, Civil West as allowed in the personal services agreement. P.W. Administrative Manager has included Resolution No. 764-2023 on the August 8, 2023 consent agenda. Loan documents have been received and are being processed. Loan approved. Agreement is being drafted. Loan application submitted. Public Works Administrative Manager is working with our project team to complete and submit the official SDWRLF application.
	2022 Biosolid Management Plan Update	2 of 2	P.W. Superintendent	06/30/2024 <del>12/31/2022</del>	In addition to the land application site approval renewal, staff plans to complete a cost analysis on additional disposal methods. Coordination with DEQ is moving forward. The land use compatibility statement is complete and fully-executed. No comments were received from the public comment phase. P.W. Superintendent is working with the City's Engineer to complete the initial DEQ monitoring requirement. The public notice phase has begun. Documents have been submitted to DEQ. Project is 70% complete. DEQ notified City will need to obtain an updated land application site approval (Oregon Turf). Additional options will also be re-explored.
	2022 City Shop Roof Replacement	1 of 2	P.W. Superintendent	TBD <del>6/30/2023</del>	This project may be bumped to 2024/25. Budgeted for 2023/24. Project pending.
	2022 Fuel Storage System Plan	1 of 2	P.W. Administrative Manager	06/30/2024 <del>6/30/2023</del>	Notice of award for the Fuel Transportation, 900 gallon equipment was received on March 11, 2024. Staff anticipates receiving the agreement paperwork in the coming weeks. P.W. Administrative Manager submitted an application for a 2024 SPIRE grant for fuel storage equipment. Oregon Emergency Management is still in the process of recruiting their application review team, so there is not currently a date for award notices. Budgeted for 2023/24. Research/partnership in progress.

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	2022 Emergency Operations Plan Update	1 of 2	P.W. Administrative Manager	TBD by Marion County	<a href="#">Pending Marion County contractor procurement.</a> P.W. Administrative Manager will be assisting Marion County in the application review and will be on the interview phase of the procurement process for a contractor. Grant received pending agreement execution. Redline begun.
	2022 Safety Manual Plan Update	1 of 2	P.W. Administrative Manager	12/31/2024 6/30/2023	Draft plan scheduled to go to Departments for comments by 04/01/2024. P.W. Administrative Manager completing final draft review. Draft 60% complete on new OSHA-required heat safety program requirements.
	2024/25 P.W. Budget	1 of 3	P.W. Administrative Manager	6/30/2024	Planning for the 2024/25 budget is currently on-going.
	2022/23 Sidewalk Repair Project	1 of 1	P.W. Administrative Manager	TBD	<a href="#">Work continues to move forward, and some projects have been completed and requests for reimbursement submitted for processing.</a> To date 30 ROW permit and sidewalk program applications have been submitted. 3-have been approved and are pending construction. Several applicants plan to complete driveway approach improvements which requires an additional layer of staff and planning review. 50-notices for repair/replacement are scheduled to go out no later than the week of February 26, 2024. A few property owners have already started the process based off the pre-notices sent out in November, 2023. Pre-notices sent out for spring, 2024 construction. As weather permits, additional sidewalk improvements will be completed. P.W. Administrative Manager Melinda Olinger continues to work with property owners working towards project completion. To date five property owners have completed their projects and received reimbursement through the sidewalk program. Working with property owners. Additional notices sent out with repair options. In contact with and working with the property owner of 3269 3rd Street.



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	8th Street Pathway Clean-up	1 of 2	P.W. Administrative Manager	TBD	P.W. Administrative Manager plans to discuss options for moving forward with the City Administrator. P.W. Administrative Manager is coordinating a meeting with both Marion County and the developer to get project buy-in. Working through new project development. This area is not within the city limits so will coordinate with Marion County, the developer and adjacent property owners to keep the project moving forward. General cleanup of the existing pathway was completed. Project scoping complete. Informational letters mailed to adjacent property owners.
	2022 T-Mobile Water Tower Lease Audit & Potential Amendment Project	1 of 2	P.W. Administrative Manager	5/24/2024	T-Mobile has had another change of project staff, however it is anticipated this project will be complete by May 24, 2024. P.W. Administrative Manager is working with new T-Mobile project staff, and anticipates the lease agreement will be ready for execution by March, 2024. This project experienced another delay, as T-Mobile had project staff changes. The addendum is pending final approval from legal. P.W. Administrative Manager continues to work with T-Mobile reps regarding the new equipment requested to be located at the Water Tower site. Negotiations have begun. This project has been re-opened due to T-Mobile's request for additional equipment to be located on-site (generator). The amendment will go back into negotiations for additional fees for the requested equipment. This project is complete and has been included in the April 11, 2023 Council Consent Agenda for adoption. P.W. Administrative Manager Melinda Olinger continues work with legal and T-Mobile representatives. Comments and revisions forwarded to T-Mobile representatives December 27, 2022. 11/08/2022 notified by T-Mobile that in response to a recent merger they are auditing all lease agreements to ensure there is not duplication of coverage.
	2022 Water/Wastewater Rate Study	1 of 2	P.W. Administrative Manager	TBD	Budgeted for 2023/24 completion. Project pending water/wastewater improvements project funding forecast completion.

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	2022 SDC Methodology Update Project	1 of 2	P.W. Administrative Manager	TBD	Budgeted for 2023/24 completion. Project pending for wastewater plan completion to include recommended CIP.
	Tennis Court Rehab	1 of 2	P.W. Administrative Manager	9/30/2024	This project is moving into the RFP stage, for completion planned in the 2024 construction season. Public Comment/Discussion scheduled for January 9, 2024 council meeting. Outreach planning continues in regards to adding pickleball court(s) to this project. Council requested Staff consider low-energy lighting in the project scope. Initial door hangers requesting feedback were posted on adjacent property doors. A change in project scope to add a pickle ball court, is being considered. This option would open the door for additional recreational users, while still providing an area for tennis recreational users. An RFP is being drafted and will be forwarded to contractors, with a planned project completion in the spring, 2024. Project budgeted for 2023/24. Project pending.
	2022 COOP Plan Update	1 of 1	P.W. Administrative Manager		Living document. Project pending.
	Cross Connection Ordinance and Program Update	1 of 1	P.W. Administrative Manager		Caselle is being updated. Program update has begun. Project scheduled for 2023/24.
	Drinking Water Protection Plan Update	1 of 1	P.W. Administrative Manager		Living document - project pending.
	Parks Master Plan Update	1 of 1	P.W. Administrative Manager		Living document - project pending.
	GIS Mapping Updates to include precise meter locations	1 of 3	P.W. Administrative Manager		The Zone map is complete, and the Comp map is in progress through the COG. Project schedule pending.



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In Progress	WWTP Mandatory NPDES Permit Requirement Actions		P.W. Superintendent		Permit approved and issued. Staff has begun mandatory actions. Schedule pending final NPDES permit approval.
	City Hall Toilet Replacement	1 of 2	P.W. Superintendent	TBD	A contractor is assisting in locating a usable replacement. Pending.
	City Hall Window Replacement Project	1 of 2	P.W. Superintendent	TBD	Proposals have been requested. Pending.
	P.W. Annual reports and testing.	Multiple	P.W. Administrative Manager	Ongoing	<a href="#">Ongoing</a> . Additional detail to follow.
On Hold	P.W. Annual events.	Multiple	P.W. Administrative Manager	Ongoing	Specific event information will be included in the P.W. Administrative Manager's monthly update report. Additional detail to follow.
	DEQ Monthly Discharge Monitoring Report.		P.W. Superintendent	Ongoing	<a href="#">Ongoing</a> . Additional detail to follow.
	Bi-annual Biosolids Disposal	1 of 1	P.W. Superintendent	Ongoing	Ongoing. Schedule is dependent on weather and disposal site's need. Additional detail to follow.