



# City of Bellingham

## Public Works and Natural Resources Committee Agenda

August 26, 2024, 11:00 AM

Mayor: Kimberley Lund  
Council Members: Hannah Stone, Chair  
Lisa Anderson, Michael Lilliquist  
Legislative Assistant: Jackie Weller

Contact: (360) 778-8100, [mayoroffice@cob.org](mailto:mayoroffice@cob.org)  
Contact: (360) 778-8200, [ccmail@cob.org](mailto:ccmail@cob.org)  
<https://cob.org/council>

The City Council meeting will be conducted in a hybrid setting: both in-person and remote access will be available.

Members of the public wishing to view the meeting in person may do so at Council Chambers on the second floor of City Hall, 210 Lottie Street, Bellingham, WA, unless otherwise noted. Council meetings are streamed live via the City's website at <https://cob.org/meetings> and on the City's YouTube channel at <https://cob.org/btv>. Meetings are also broadcast in high definition on BTV on Comcast channel 321, and in standard definition on Comcast channel 10. Members of the public who do not have cable or Internet access may listen to the meeting via telephone by using any of the following phone numbers:

- (253) 215-8782 • (346) 248-7799 • (669) 900-6833 • (301) 715-8592 • (312) 626-6799

Meeting ID: **859 4278 3098**  
Password: **9**

### *Call to Order*

### *Council Standing Committee Meeting*

Open to the public to attend. Note: there is generally no public comment period for Committee sessions. Standing Committee Members receive reports and information, ask questions and, when appropriate, vote on a recommended action for consideration by the full Council at the Regular Meeting. The notice of Committee Meetings identified below also serves as notice of Special Meetings of the City Council at the times identified as Council Members who are not members of the committee routinely attend and participate in the Committee Meetings. Committee Chairs give a report of the Committee Meeting at the Regular Meeting in the evening prior to deliberation and formal vote in the order shown below:

### *Public Works and Natural Resources*

Hannah Stone, Chair  
Lisa Anderson, Michael Lilliquist

- |              |           |  |              |
|--------------|-----------|--|--------------|
| <b>24214</b> | <b>1.</b> | <b>Contract Award for the Neighborhood Overlays (ES559) Bid #53B-2024</b>                                    | <b>p. 3</b>  |
| <b>24215</b> | <b>2.</b> | <b>A Resolution of the City of Bellingham Adopting a Revised Rate Schedule to Add a Bike Locker User Fee</b> | <b>p. 20</b> |

### *Adjournment*

## Agenda Information

Council Committee and Regular Meeting agendas and agenda packets, which contain the supporting documentation for agenda items, are available to the public Wednesday afternoon prior to the meeting. They are posted at <https://cob.org/meetings>. Meetings are streamed live at <https://cob.org/btv> on the internet as they occur

## Accessibility

The Council Chambers is fully accessible. Elevator access to the second floor is available at City Hall's west entrance. Hearing assistance is available, and a receiver may be checked out through the Deputy City Clerk prior to the evening session. For additional accommodations, contact the Legislative Assistant at 778-8200 in advance of the meeting. Thank you.

**Next City Council Committee Meetings: Monday, September 16, 2024**

**Deadline to submit material for any public hearing for inclusion in the published agenda packet is 10:00 a.m. on Wednesday prior to the meeting.**



# City Council Agenda Bill

24214

Bill Number

Subject: **Contract Award for the Neighborhood Overlays (ES559) Bid #53B-2024**

Summary Statement: The Neighborhood Overlays project proposes to overlay specific street segments in the Silver Beach and Samish Neighborhoods in order to help preserve the City's pavement assets. The project will also include installing a new water main along Northshore Drive, ADA ramp upgrades, and a rectangular rapid flashing beacon on Electric Avenue near Flynn Street. The City publicly opened two bids on August 7, 2024. Granite Construction Company is the responsible bidder who submitted the lowest responsive bid of \$1,813,923.86, including sales tax. The engineer's estimate was \$2,028,000. The project is subject to the apprenticeship program requirements of BMC 4.94. An apprenticeship utilization requirement of 15% of project labor hours has been included in this project.

Previous Council Action: **Adoption of the 2023-2024 Budget**

Fiscal Impact: **Cost of the Construction Contract is \$1,813,923.86**

Funding Source: **Street Fund (111)**

- Attachments:
1. STAFF MEMO
  2. PRESENTATION
  3. VICINITY MAP
  4. FINAL BID OPENING REPORT
  5. MANDATORY BIDDER RESPONSIBILITY CHECKLIST (MBRC)
  6. BID PROPOSAL

Meeting Activity	Meeting Date	Recommendation	Presented By	Time
Committee Briefing - Vote Requested	08/26/2024	Award Contract	Joel Pfundt, Interim Public Works Director	15 minutes

**Recommended Motion:** Move to award contract for Bid #53B-2024 to Granite Construction Company

**Council Committee:**  
Public Works and Natural Resources  
Committee

**Agenda Bill Contact:**  
Mike Wilson, Asst. Public Works Director

Reviewed By	Department	Date
<i>Joel F. Pfundt</i>	Public Works	08/16/2024
<i>Matt L. Serier</i>	Purchasing	08/16/2024
<i>Andrew D. Asbjornsen</i>	Finance	08/19/2024
<i>James E. Erb</i>	Legal	08/20/2024
<i>Kimberley J. Lund</i>	Executive	08/20/2024

**Council Action:**



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## STAFF REPORT

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**TO:** CITY COUNCIL  
**FROM:** JOEL PFUNDT, INTERIM PUBLIC WORKS DIRECTOR  
MIKE WILSON, ASSISTANT PUBLIC WORKS DIRECTOR-ENGINEERING  
**CC:** MAYOR KIM LUND  
**SUBJECT:** CONTRACT AWARD FOR NEIGHBORHOOD OVERLAYS (ES559) BID #53B-2024  
**DATE:** AUGUST 26, 2024

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### **BACKGROUND:**

The City of Bellingham Public Works Engineering division designs and constructs projects to maintain and improve our roadway system and preserve the City's pavement assets. The projects are coordinated with other utility replacements to minimize construction impacts to the public.

The Neighborhood Overlays project proposes to overlay with new asphalt pavement the following streets: Flynn Street from near Electric Avenue to Decatur Street, Northshore Drive from Hayward Drive to Silver Beach Street, Academy Road from Northshore Drive to the City Limits, Sylvan Street from Alabama Street to Silver Beach Avenue, and 40th Street from Mill Avenue to Donovan Avenue and from Wildwood Drive to Bennett Avenue. The project will also install a new water main along Northshore Drive, perform Americans with Disabilities Act (ADA) compliant ramp upgrades at intersections along the proposed streets, and install a new Rapid Rectangular Flashing Beacon (RRFB) system at a pedestrian crossing on Electric Avenue near Flynn Street.

These streets were selected for overlay in coordination with the Public Works Operations Division and utilizing the City's pavement management system.

Construction is expected to begin by late summer/fall 2024. As portions of this project are in the Lake Whatcom watershed some paving may occur in spring of 2025.

### **EVALUATION:**

The City advertised the project on July 17, 2024 and publicly opened bids on August 7, 2024. The City received two bids. Granite Construction Company was the responsible bidder who submitted the lowest responsive bid of \$1,813,923.86, including sales tax. The engineer's estimate for the project was \$2,028,000. Funding for this project is from the Street Fund. The project is subject to the apprenticeship program requirements of BMC 4.94. An apprenticeship utilization requirement of 15% of project labor hours has been included in this project.

### **RECOMMENDATION ACTION:**

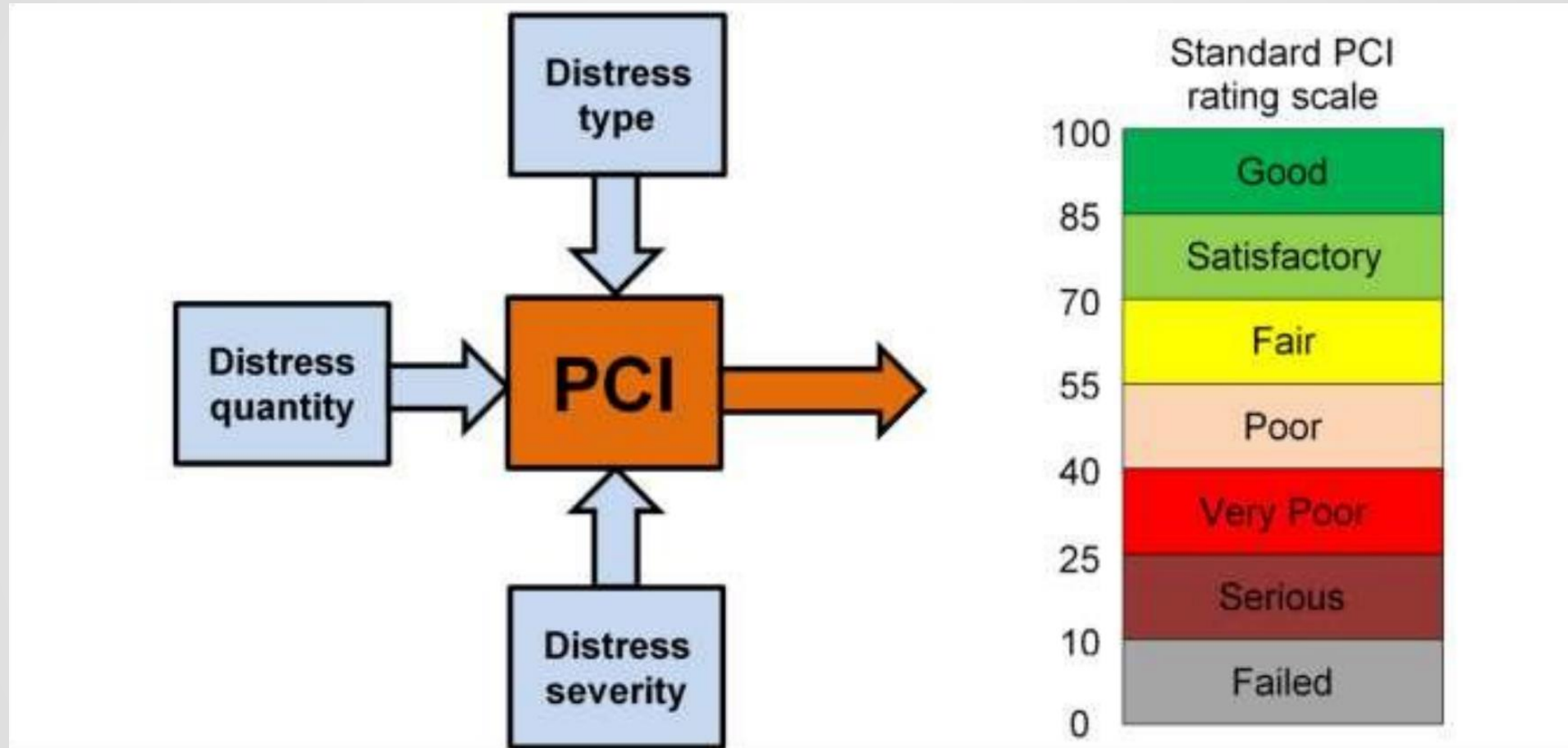
Move to award contract for bid number 53B-2024 to Granite Construction Company.

# Contract Award for the Neighborhood Overlays (ES559) Bid #53B-2024

August 26, 2024

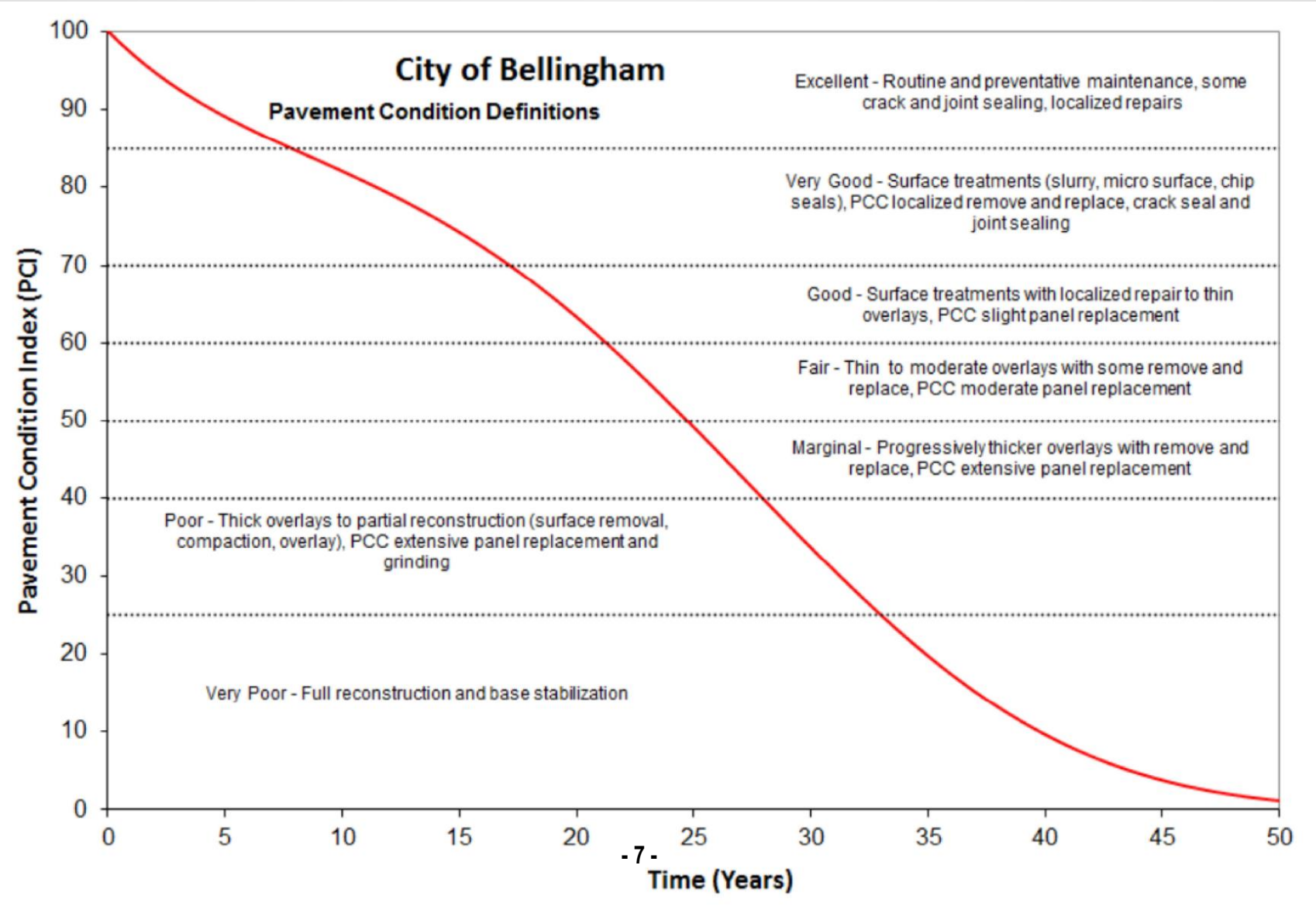


# Pavement Condition Index (PCI) Method



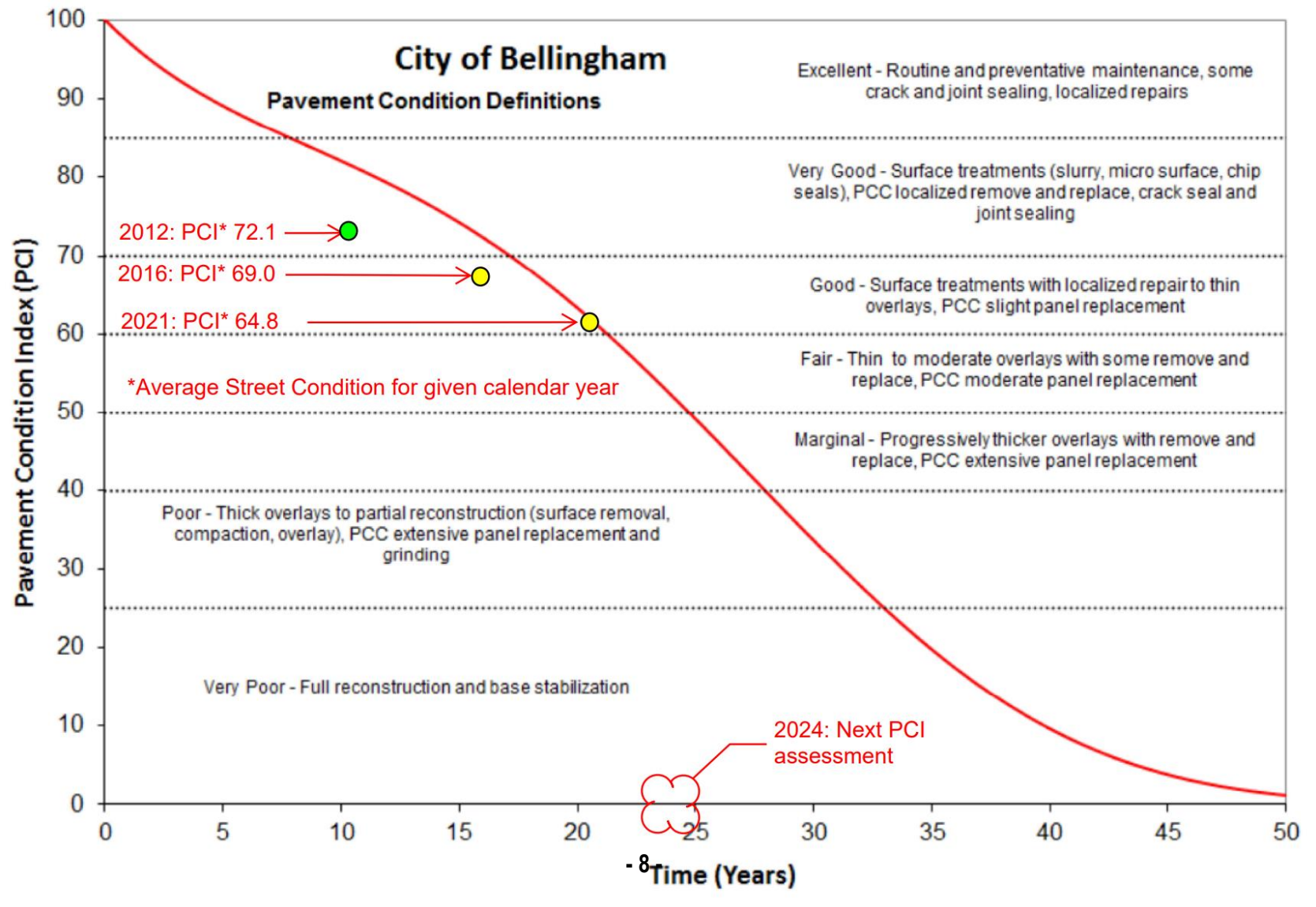
Rating scale used for Pavement Condition Index (PCI) Method (Shahin, 2005)  
[https://www.researchgate.net/figure/Rating-scale-used-for-Pavement-Condition-Index-PCI-Method-Shahin-2005\\_fig1\\_337186891](https://www.researchgate.net/figure/Rating-scale-used-for-Pavement-Condition-Index-PCI-Method-Shahin-2005_fig1_337186891)

# Understanding the PCI Score



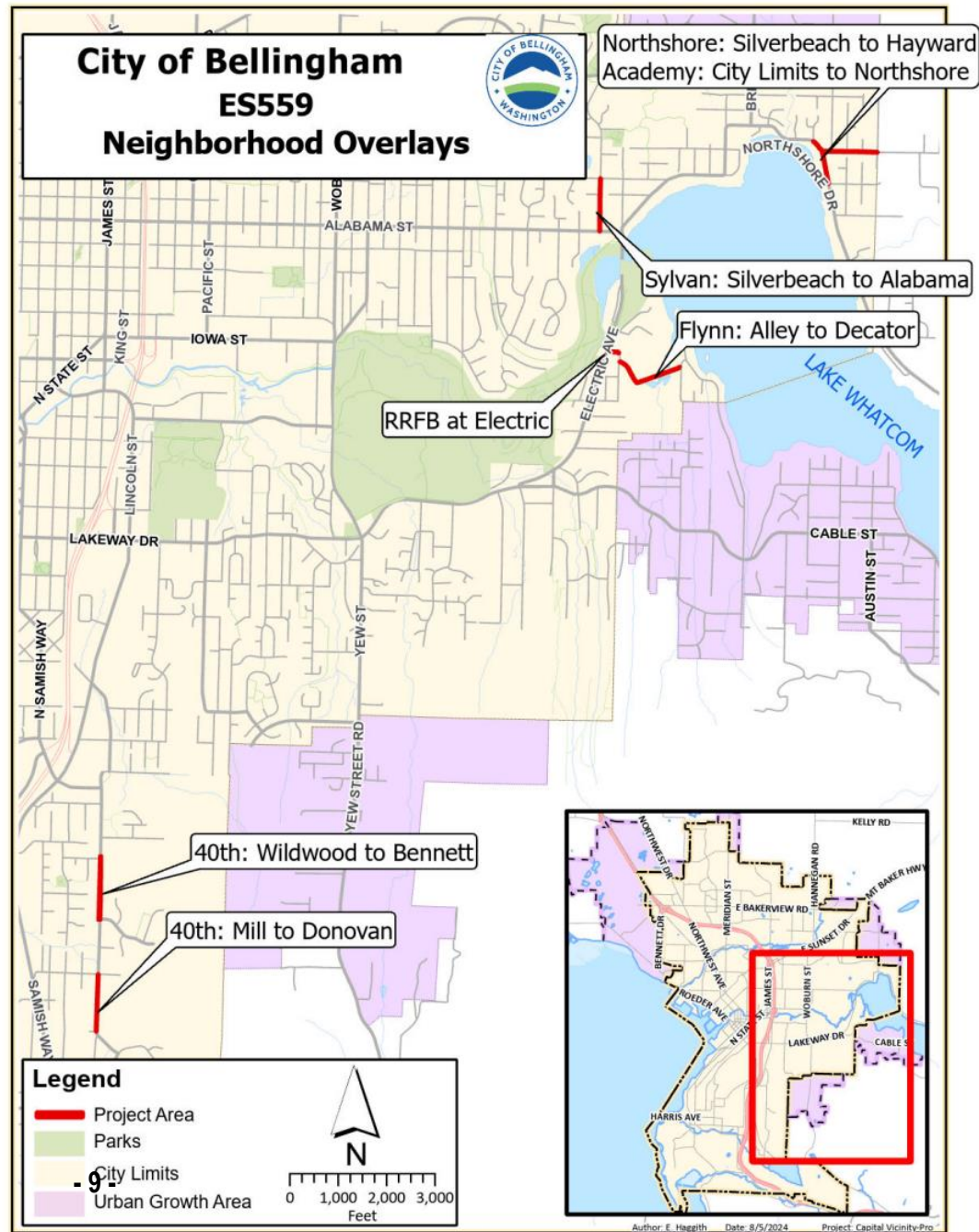


# Bellingham Average Street Condition





# 2024 Neighborhood Overlays Vicinity Map



# Contract Award for the Neighborhood Overlays (ES559) Bid #53B-2024

Presented by: Mike Wilson  
Assistant Director – Engineering, Public Works  
360-778-7910, [mlwilson@cob.org](mailto:mlwilson@cob.org)



# City of Bellingham

## ES559

### Neighborhood Overlays



Northshore: Silverbeach to Hayward  
Academy: City Limits to Northshore

Sylvan: Silverbeach to Alabama

Flynn: Alley to Decator

RRFB at Electric

40th: Wildwood to Bennett

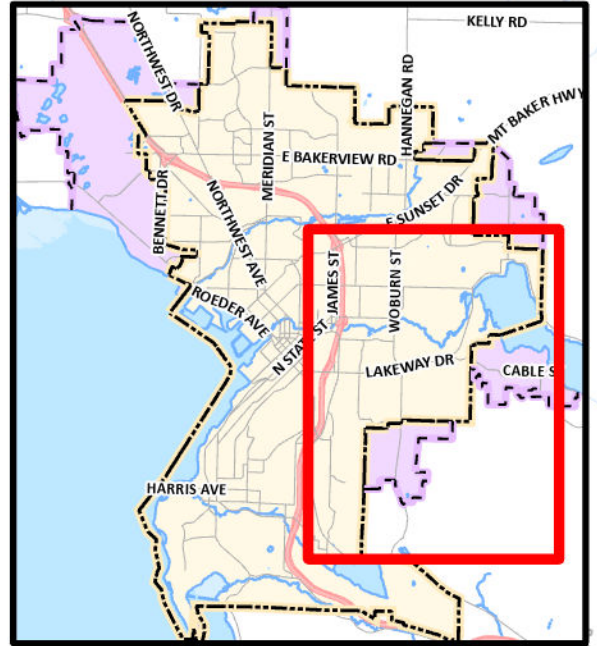
40th: Mill to Donovan

**Legend**

- Project Area
- Parks
- City Limits
- Urban Growth Area

N

0 1,000 2,000 3,000  
Feet





**CITY OF BELLINGHAM**  
**FINAL BID OPENING REPORT**

Tim Hohman-PROJECT MANAGER

Eng Est.                    \$                    2,028,188.83

Matt Serier/Aaron McElroy- Purchasing

**BID NAME                    BID NUMBER                    DATE OPENED**

Neighborhood Overlays

53B-2024

8/7/2024

**Company Name**

**CITY/STATE**

**TOTAL BID AMOUNT  
INCLUDING TAX**

GRANITE

EVERSON, WA

Total With Tax =

\$1,813,923.96

COLACURCIO

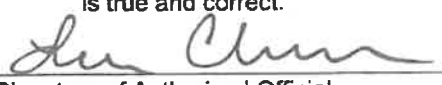
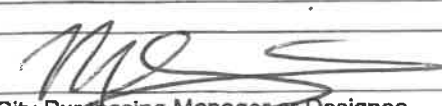
BLAINE, WA

Total With Tax =

\$1,981,669.40



**MANDATORY BIDDER RESPONSIBILITY CHECKLIST**

Bid Number: 53B-2024	Bid Submittal Deadline: 8/7/2024
Project Name: NEIGHBORHOOD OVERLAYS	Project Number: ES-559
Bidder's Business Name: Granite Construction Company	City Business Registration Number: #037418
<b>CONTRACTOR REGISTRATION</b> <a href="https://secure.lni.wa.gov/verify/">https://secure.lni.wa.gov/verify/</a>	
License Number: CC GRANICC916DL	License Active? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
Effective Date: 10/8/2024 <del>03/13/2009</del>	Expiration Date: 10/08/2024
<b>UBI/TAX REGISTRATION NUMBER</b> <a href="https://secure.dor.wa.gov/gteunauth/">https://secure.dor.wa.gov/gteunauth/</a> (go to Business Lookup)	
UBI/TAX Registration Number: 409 023 062	Account: Open <input checked="" type="checkbox"/> Closed <input type="checkbox"/>
<b>INDUSTRIAL INSURANCE COVERAGE</b> <a href="https://fortress.wa.gov/lni/crpsi/MainMenu.aspx">https://fortress.wa.gov/lni/crpsi/MainMenu.aspx</a>	
Account Number: 572,672-04	Account Current? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>EMPLOYMENT SECURITY DEPARTMENT</b>	
Employment Security Department Number: 232166009	
Has Bidder provided account number on the Bid Form?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>
<b>NOT DISQUALIFIED FROM BIDDING</b> <a href="https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx">https://secure.lni.wa.gov/debarandstrike/ContractorDebarList.aspx</a>	
Is the Bidder listed on the "Debarred Contractors List" list of the Washington State Department of Labor and Industries Website?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Attach printout from website</i>
<a href="https://www.SAM.gov/">https://www.SAM.gov/</a> (go to Search Records)	
Is the bidder listed on the current debarred or suspended bidder list available on the U.S. General Services Administration's System for Award Management ("SAM") website?	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/> <i>Attach printout from website</i>
<b>BIDDER CERTIFICATIONS</b>	
<p>1. The bidder hereby certifies under penalty of perjury under the laws of the State of Washington that, within the 3-year period immediately preceding the bid solicitation date, the bidder is not a "willful" violator, as defined in RCW 49.48.082, of any provision of RCW 49.46, 49.48, or 49.52, as determined by a final and binding citation and notice of assessment issued by the Department of Labor and Industries or through a civil judgment entered by a court of limited or general jurisdiction.</p> <p>2. The undersigned further certifies that bidder (check one):</p> <p style="margin-left: 20px;"><input type="checkbox"/> Has received training on the requirements related to public works and prevailing wage as mandated in RCW 39.04.350(1)(f) or</p> <p style="margin-left: 20px;"><input checked="" type="checkbox"/> Is exempt from such training because it has completed three or more public works projects and has had a valid business license in Washington for three or more years.</p> <p>3. The undersigned further certifies that all other information provided by or on behalf of bidder on this form is true and correct.</p>	
	8/7/2024
Signature of Authorized Official	Date
Lance Chambers, Construction Manager	Bellingham, WA
Print Name & Title	Place of Execution (City & State)
<b>CITY VERIFICATION</b>	
	8/14/24
City Purchasing Manager or Designee	Date
Has bidder satisfied applicable supplemental responsibility criteria?	Yes <input checked="" type="checkbox"/> No <input type="checkbox"/> <i>Documentation on file</i>

KO

**EXHIBIT A  
TO PUBLIC WORKS AGREEMENT**

**BID PROPOSAL**

To the City of Bellingham:

The undersigned bidder declares that he/she has carefully examined the Bid Documents, including the Contract Plans, Provisions, and Specifications for the construction of the NEIGHBORHOOD OVERLAYS ES-559 , project, has made an examination of the site of the proposed work, has made such investigations as are necessary to determine the conditions to be encountered, and that if this Bid Proposal is accepted, he/she will contract with the City of Bellingham, Washington (the "City"), in the form of contract hereto annexed, and will to the extent of his bid provide the necessary machinery, tools, apparatus and other means of construction, and will furnish all materials and labor as specified in the manner herein specified and according to the requirements of the Engineer.

The bidder agrees that they will complete all work as required within 90 working days. The bidder further agrees that they will pay liquidated damages for delay in completion as specified in Standard Specification 1-08.9.

No Washington State Sales Tax will be paid by the City on labor or services on street related items of work. For street related items of work, the bidder shall include within the various bid item prices or other contract amounts any contractor-paid Washington State Retail Sales Tax on materials, equipment, or supplies used or consumed in doing the work. For non-street related items of work, including water and sewer, Washington State Retail Sales Tax will be paid by the City and the amount of such tax shall be separately stated by the bidder in the space provided on this Bid Proposal form.



**CITY OF BELLINGHAM**  
**ES599 NEIGHBORHOOD OVERLAYS**

Schedule A - Roadway

July 11, 2024

ITEM NUMBER	SPEC	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	(1-09.7)	1	LS	MOBILIZATION	\$ 153,500.00	\$ 153,500.00
2	(1-04.4)	1	EST	MINOR CHANGES	\$ 25,000.00	\$ 25,000.00
3	(1-05.4)	1	LS	ADA FEATURES SURVEYING	\$ 7,000.00	\$ 7,000.00
4	(1-05.4)	1	LS	CONSTRUCTION SURVEYING	\$ 7,500.00	\$ 7,500.00
5	(1-05.18)	1	LS	RECORD DRAWINGS	\$ 10,000.00	\$ 10,000.00
6	(1-07.15)	1	LS	SPCC PLAN	\$ 1,000.00	\$ 1,000.00
7	(1-10)	1	LS	PROJECT TEMPORARY TRAFFIC CONTROL	\$ 80,000.00	\$ 80,000.00
8	(1-10)	1,500	HR	FLAGGERS	\$ 63.00	\$ 94,500.00
9	(1-10)	250	HR	OTHER TRAFFIC CONTROL LABOR	\$ 70.00	\$ 17,500.00
10	(2-02)	1	LS	REMOVAL OF STRUCTURES AND OBSTRUCTIONS- GENERAL	\$ 2,500.00	\$ 2,500.00
11	(2-02)	450	TON	REMOVAL OF STRUCTURES AND OBSTRUCTIONS- ASPHALT	\$ 7.00	\$ 3,150.00
12	(2-02)	40	TON	REMOVAL OF STRUCTURES AND OBSTRUCTIONS- CONCRETE	\$ 40.00	\$ 1,600.00
13	(2-02)	1,932	LF-IN	SAWCUT ACP	\$ 0.95	\$ 1,835.40
14	(2-02)	42	LF-IN	SAWCUT PCC	\$ 1.25	\$ 52.50
15	(2-03)	260	CY	ROADWAY EXCAVATION INCL. HAUL	\$ 75.00	\$ 19,500.00
16	(4-02)	520	TON	GRAVEL BASE	\$ 40.00	\$ 20,800.00
17	(4-04)	155	TON	CRUSHED SURFACING TOP COURSE	\$ 55.00	\$ 8,525.00
18	(5-04)	5,500	SY	PLANING BITUMINOUS PAVEMENT	\$ 6.00	\$ 33,000.00
19	(5-04)	1,670	TON	HMA FOR PRELEVELING CL. 3/8 IN. PG 64H-22	\$ 172.00	\$ 287,240.00
20	(5-04)	3	TON	HMA FOR TRENCH PATCH CL. 1/2 IN. PG 64-22	\$ 450.00	\$ 1,350.00
21	(5-04)	2,160	TON	HMA CL. 1/2 IN. PG 64H-22	\$ 172.00	\$ 371,520.00

**CITY OF BELLINGHAM**  
**ES599 NEIGHBORHOOD OVERLAYS**

Schedule A - Roadway

July 11, 2024

ITEM NUMBER	SPEC	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
22	(5-04)	1	CALC	ASPHALT COST PRICE ADJUSTMENT	\$ 17,173.00	\$ 17,173.00
23	(5-04)	2,700	SY	2 INCH DEPTH PLANING REPAIR	\$ 10.00	\$ 27,000.00
24	(5-04)	1	CALC	JOB MIX COMPLIANCE PRICE ADJUSTMENT	\$ 0	\$ 0
25	(5-04)	1	CALC	COMPACTION PRICE ADJUSTMENT	\$ 0	\$ 0
26	(7-04)	25	LF	SOLID WALL PVC STORM SEWER PIPE 8 IN. DIAM.	\$ 175.00	\$ 4,375.00
27	(7-04)	25	LF	TESTING STORM SEWER PIPE	\$ 13.00	\$ 325.00
28	(7-05)	1	EA	CATCH BASIN TYPE 1	\$ 4,000.00	\$ 4,000.00
29	(7-05)	1	EA	COMBINATION INLET	\$ 4,200.00	\$ 4,200.00
30	(7-05)	1	LS	ADJUSTMENTS TO FINISHED GRADE	\$ 40,000.00	\$ 40,000.00
31	(8-01)	1	LS	EROSION/WATER POLLUTION CONTROL	\$ 15,000.00	\$ 15,000.00
32	(8-01)	48	EA	INLET PROTECTION	\$ 125.00	\$ 6,000.00
33	(8-01)	30	LF	CHECK DAM	\$ 28.00	\$ 840.00
34	(8-02)	30	SY	LANDSCAPE RESTORATION	\$ 100.00	\$ 3,000.00
35	(8-04)	360	LF	CEMENT CONC. TRAFFIC CURB AND GUTTER	\$ 50.00	\$ 18,000.00
36	(8-04)	100	LF	CEMENT CONC. PEDESTRIAN CURB	\$ 47.00	\$ 4,700.00
37	(8-09)	22	HUN	TYPE I (YELLOW) RAISED PAVEMENT MARKERS	\$ 525.00	\$ 11,550.00
38	(8-09)	4	HUN	TYPE 2YY (YELLOW) RAISED PAVEMENT MARKERS	\$ 625.00	\$ 2,500.00
39	(8-14)	40	SY	CEMENT CONC. SIDEWALK	\$ 128.00	\$ 5,120.00
40	(8-14)	20	SY	CEMENT CONC. SIDEWALK W/ TYPE A MONOLITHIC RETAINING WALL	\$ 1,025.00	\$ 20,500.00
41	(8-14)	9	EA	CEMENT CONC. CURB RAMP TYPE PARALLEL A	\$ 2,400.00	\$ 21,600.00
42	(8-14)	1	EA	CEMENT CONC. CURB RAMP TYPE PARALLEL B	\$ 2,000.00	\$ 2,000.00

**CITY OF BELLINGHAM**  
**ES599 NEIGHBORHOOD OVERLAYS**

**Schedule A - Roadway**

August 1, 2024

ITEM NUMBER	SPEC	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
43	(8-14)	1	EA	CEMENT CONC. CURB RAMP TYPE COMBINATION	\$ 3,000.00	\$ 3,000.00
44	(8-20)	1	LS	RECTANGULAR RAPID FLASHING BEACON SYSTEM, COMPLETE	\$ 17,000.00	\$ 17,000.00
45	(8-22)	1	LS	REMOVE PAVEMENT MARKINGS	\$ 2500.00	\$ 2,500.00
46	(8-22)	4,356	LF	PLASTIC LINE	\$ 4.00	\$ 17,424.00
<b>SCHEDULE A SUBTOTAL</b>						<b>\$1,394,879.90</b>

**Schedule B - Water**

ITEM NUMBER	SPEC	QTY	UNIT	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
47	(2-09)	1	LS	SHORING OR EXTRA EXCAVATION CLASS B	\$ 16,000.00	\$ 16,000.00
48	(7-09)	1,214	LF	DUCTILE IRON PIPE FOR WATER MAIN 8 IN. DIAM.	\$ 196.00	\$ 237,944.00
49	(7-09)	6	EA	CONNECTION TO EXISTING WATER SYSTEM	\$ 3,700.00	\$ 22,200.00
50	(7-12)	7	EA	GATE VALVE 8 IN.	\$ 3,900.00	\$ 27,300.00
51	(7-14)	2	EA	HYDRANT ASSEMBLY	\$ 12,000.00	\$ 24,000.00
52	(7-15)	15	EA	SERVICE CONNECTION 1 IN. DIAM.	\$ 3,000.00	\$ 45,000.00
53	(8-27)	20	EA	POTHOLE EXISTING UTILITY	\$ 600.00	\$ 12,000.00
<b>SCHEDULE B SUBTOTAL</b>						<b>\$384,444.00</b>
<b>SCHEDULE A+B TOTAL</b>						<b>\$1,779,323.90</b>

Accompanying this Bid Proposal is cash, certified check or bid bond payable to the City Finance Director, this being the amount not less than five percent (5%) of the total bid including sales tax if applicable, based upon the above price according to the conditions of the Notice to Bidders and Special Provisions. If this Bid Proposal is accepted by the City, and the undersigned fails to execute a satisfactory contract and payment and performance contract bond, as stated in contract attached, then the City may, at its option, determine that the undersigned has abandoned the contract and thereupon this contract shall be null and void, and the security accompanying this Bid Proposal shall be forfeited to the City. Otherwise the security accompanying this proposal shall be returned to the undersigned.

Dated this 7th day of August, 2024

By signing this Bid Proposal I duly swear that this bid herewith submitted is a genuine and not a sham or collusive bid, or made in the interest or on behalf of any person not therein named; and I further say that I have not directly or indirectly induced or solicited any bidder on the above work or supplies to put in a sham bid, or any other person or corporation to refrain from bidding; and that I have not in any manner sought collusion to secure to myself an advantage over any other bidder or bidders.

By signing this bid I acknowledge receipt of all Addenda (if any) and I acknowledge that I have verified this information by checking on the City's website for any Addenda that have been issued.

Submitted by:

Name of Bidder: Granite Construction Company

Address of Bidder: 7017 Everson Goshen Rd., Everson, WA 98247

Phone: 360-676-2450 Fax: NA

Email: bid.thurston@gcinc.com

Signature of Authorized Agent: 

Print Name of Authorized Agent: Lance Chambers, Construction Manager

Contractor UBI Number: 409 023 062

Employment Security Department Number: 232166009

STATE OF WASHINGTON }  
COUNTY OF } ss

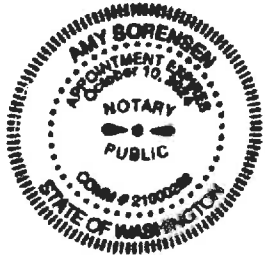
I CERTIFY that I know or have satisfactory evidence that Lance Chambers, signed this instrument, on oath stated that he was authorized to execute the instrument and acknowledged it as the Construction Manager of Granite Construction Company to be the free and voluntary act of such party for the uses and purposes mentioned in the instrument.

8/7/2024

DATED

  
SIGNATURE OF NOTARY PUBLIC

(Seal or Stamp)



Amy Sorensen  
PRINTED NAME

Notary Public  
TITLE

10/10/2024  
MY APPOINTMENT EXPIRES



# City Council Agenda Bill

24215

Bill Number

**Subject: A Resolution of the City of Bellingham Adopting a Revised Rate Schedule to Add a Bike Locker User Fee**

Summary Statement: During development of the 2023-2024 City Budget, City Council requested the addition of funding to install bicycle lockers in downtown in order to provide more secure storage options for people biking and rolling. To implement the new Bicycle Locker Program, the City’s Parking Rate and Enforcement Schedule needs to be revised to establish hourly Bike Locker User Fees. These user fees help ensure a convenient and efficient experience for people using the bike lockers.

Previous Council Action: City Council adopted the 2024 Bicycle Master Plan on May 20, 2024, which includes policy support for implementing the Bike Locker Program

Fiscal Impact: Funding for the project was included in the 2023-2024 Budget and about \$44,000 has been spent on bike locker equipment, plus assembly and installation by City Staff

Funding Source: **Parking Services (465)**

- Attachments:
1. STAFF REPORT
  2. PRESENTATION
  3. RESOLUTION
  4. TRANSPORTATION COMMISSION RESOLUTION

Meeting Activity	Meeting Date	Recommendation	Presented By	Time
Committee Briefing - Vote Requested	08/26/2024	Pass Resolution	Joel Pfundt, Interim Public Works Director	15 minutes

**Recommended Motion:** Move to approve resolution adopting a revised parking rate schedule to add a Bike Locker User Fee

**Council Committee:**  
Public Works and Natural Resources  
Committee

**Agenda Bill Contact:**  
Steve Haugen, Superintendent - Traffic, Parking, Fiber Communications

Reviewed By	Department	Date
<i>Joel F. Pfundt</i>	Public Works	08/19/2024

**Council Action:**

<i>Andrew D. Asbjornsen</i>	Finance	08/19/2024
<i>James E. Erb</i>	Legal	08/20/2024
<i>Kimberley J. Lund</i>	Executive	08/20/2024





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## MEMORANDUM

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**TO:** BELLINGHAM CITY COUNCIL  
**FROM:** JOEL PFUNDT, INTERIM PUBLIC WORKS DIRECTOR  
**CC:** MAYOR KIM LUND  
**SUBJECT:** SETTING FEES FOR BICYCLE LOCKERS  
**DATE:** AUGUST 26, 2024

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### SUMMARY

During development of the 2023-2024 City Budget, City Council requested the addition of funding to install bicycle lockers in Downtown in order to provide more secure storage options for people walking and rolling. To implement the new bicycle locker program, the City's Parking Rate and Enforcement Schedule needs to be revised to establish hourly Bike Locker User Fees. These user fees help ensure a convenient and efficient experience for people using the bike lockers.

### BACKGROUND

Funds for the bicycle locker program were appropriated in the Parking Fund and the plan was originally scoped to install ten bike lockers at the Commercial Street Parking Garage. While developing specifications for the bike lockers, Public Works collaborated with the Planning and Community Development Department, and Whatcom Transportation Authority (WTA) to identify strategic locations for the bike lockers. Ultimately, it was determined that the best approach would be to install bike lockers at both the Commercial Street Parking Garage and adjacent to the WTA Bellingham Station transit center. Installing the bike lockers at these two locations will increase community awareness of the program by making the lockers more visible, increase convenience for people commuting and visiting by providing secure long-term bike storage options at two locations in Downtown, and increase access to transit by providing a secure first-mile/last-mile solution for transit riders who are interested in accessing the many bus routes that converge at the Bellingham Station. The available funding and space allowed for 14 bike lockers – six near the Commercial Street Parking Garage and eight near WTA Bellingham Station.

Staff performed extensive market research on management strategies and user fees, also referred to as rental rates, for the bike locker program. It was determined that a mobile application (app) was the industry standard for managing and renting bike lockers. Movatic is the name of the app that was procured with the bike lockers. They are a worldwide leader in multimodal rentals. The City's Information Technology, Legal and Finance Departments have all approved the use of the app for the City.

Earlier this year the Transportation Commission reviewed and endorsed the implementation of the bike locker program including the proposed rates set forth in the attached resolution. The program also aligns with the Programmatic Actions recommendations in chapter seven of the newly adopted 2024 Bicycle Master Plan, which includes providing additional bike parking and states that it “should be strategically placed to provide safe and accessible places for short- and long-term bike parking. Secure long-term, covered bike lockers should be provided at transit facilities...”.

**RECOMMENDED ACTION**

Approve the Bike Locker User Fees as listed in section five of the attached resolution.

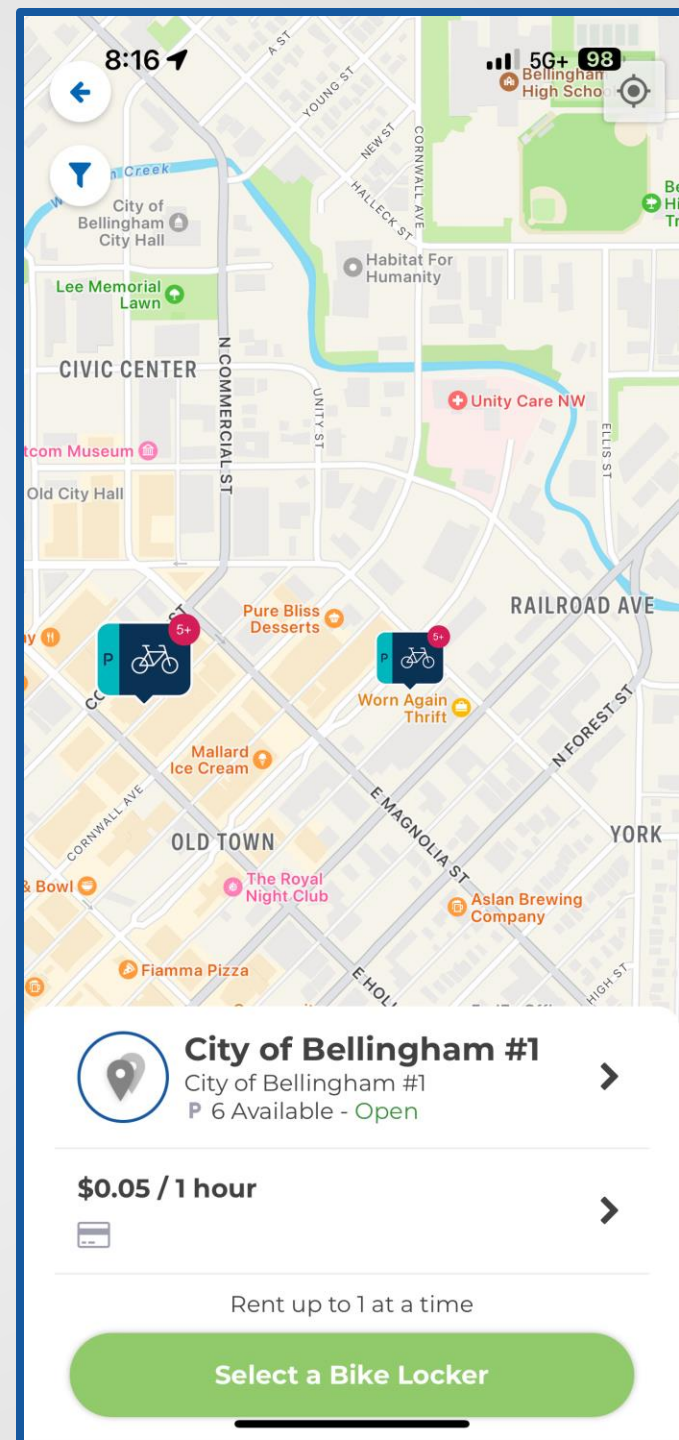
# Setting Fees for Bicycle Lockers

August 26, 2024



# Agenda

- Background
- About the Program
- Rules and Rates
- Resolution Setting Rates





# Background

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- Demand for secure bike storage
  - Bicycle Master Plan
- 182 reported bike thefts last year
- City Council request for bike parking
  - Added to the 2023/24 Budget





# About the Bike Locker Program





# Target Audiences

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Bike Commuters



WTA Commuters



Downtown Visitors





# Where?

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- 📍 Six at the Commercial Street Parking Garage
- 📍 Eight at the corner of Railroad and Champion next to WTA Bellingham Station



# How it works

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## HOW IT WORKS

### Rent



Download the Movatic app  
*Descarga la aplicación Movatic*



Enter your payment information  
*Ingresa tu información de pago*



Find the bike locker  
*Encontrar el casillero de bicicletas*

Click a locker to unlock and your rental begins!



*¡Haz clic en un casillero para desbloquearlo y comienza tu alquiler!*

### Return



Open the Movatic app  
*Abre la aplicación Movatic*



Click to end rental  
*Haga clic para finalizar el alquiler*



Rental automatically bills  
*Cargo a su cuenta automáticamente*





## Rules and Rates

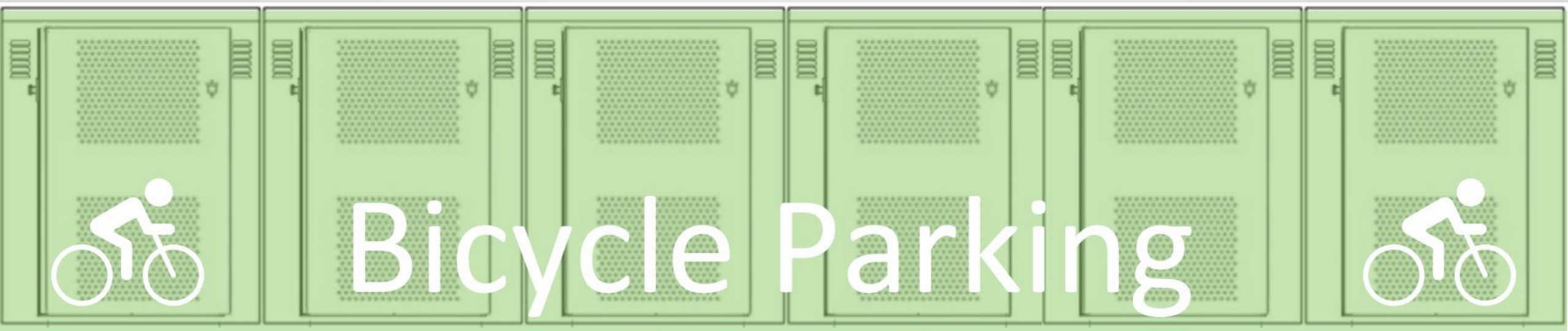


# The Rules

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- The lockers are for:
  - Bikes, scooters and similar transportation devices
  - Related equipment (helmets, bike shoes, etc)
- The lockers are not for:
  - Humans or pets
  - Illegal substances, flammable or combustible materials
  - Litter
- After 14 days, equipment will be considered abandoned





## Rates

### Rate Setting

- 5 cents per hour for up to ten days
- 12 cents per hour after time expires
- \$5 minimum transaction

### Service Charge

- 6% transaction fee
- 30 cent fee per transaction

\*Rates have been endorsed by the Transportation Commission

# Setting Fees for Bicycle Lockers

Presented by: Joel Pfundt  
Interim Public Works Director  
360.778.7778 [jfpfundt@cob.org](mailto:jfpfundt@cob.org)



RESOLUTION NO. \_\_\_\_\_

**A RESOLUTION OF THE CITY OF BELLINGHAM ADOPTING A REVISED PARKING RATE SCHEDULE TO ADD A BIKE LOCKER USER FEE**

**WHEREAS**, Bellingham Municipal Code Section 2.44.060 provides that on-street and city-owned off-street parking rates are to be determined by the Public Works Director and approved by City Council, with an opportunity for input from the Transportation Commission; and

**WHEREAS**, the City is preparing to install bike lockers at various locations in Bellingham and make them available for public use, subject to a reasonable fee to be established in this Resolution; and

**WHEREAS**, City Council last updated public parking rates and enforcement hours in 2022 pursuant to Council Resolution 2022-24; and

**WHEREAS**, this Resolution restates the parking fees and rates contained in Resolution 2022-24 and adds a new Section 5 to establish a user fee for City bike lockers.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BELLINGHAM THAT:**

This Parking Rate and Enforcement Schedule supersedes and replaces in its entirety the one contained in Resolution 2022-24.

**SECTION 1. DEFINITIONS**

“Metered parking” means on-street parking and off-street city-owned parking designated as metered parking.

“Permit parking” means on-street parking and off-street city-owned parking designated as permit parking.

**SECTION 2. METERED PARKING**

**A. Rates for Metered Parking**

- Effective May 1, 2022 (flat rate)
  - \$1.00 per hour
- Effective January 1, 2023 (progressive rate)
  - Hours 1 and 2: \$1.50 per hour
  - Hours 3 and 4: \$2.00 per hour
  - Hours 5 and 6: \$3.00 per hour
  - Hours 7 and 8: \$5.00 per hour

**B. Hours of Enforcement for Metered Parking (Effective May 1, 2022)**

Hours of enforcement of metered parking shall be 11:00 a.m. to 6:00 p.m. Monday through Saturday. No enforcement on Sunday.



**C. Service Provider Fees for Metered Parking**

Transaction fees charged by third-party providers for payments by mobile device shall be in addition to the metered rates established in this resolution.

**SECTION 3. PERMIT PARKING (Effective February 1, 2023)**

Permit applications and processing shall follow usual and customary business practices of the City of Bellingham Finance Department as now exists or as may be promulgated or modified by the Finance Director.

**A. Rates for Off-street Permit Parking**

Commercial Street Garage (1300 Commercial)  
Floors 2-5 \$30.00 per month  
Mezzanine (alley access) \$95.00 per month  
Permit required 7:00 a.m. to 6:00 p.m. Monday through Friday.

Railroad Avenue Garage (1215 Railroad)  
Floor 2 \$80.00 per month  
Street Level \$105.00 per month  
Permit required 7:00 a.m. to 6:00 p.m. Monday through Friday.

Depot Market Lot (1100 Railroad)  
\$65.00 per month  
Permit required 7:00 a.m. to 6:00 p.m. Monday through Friday.

Central Avenue Lot (West of Prospect, near Post Office)  
\$75.00 per month  
Permit required 7:00 a.m. to 6:00 p.m. Monday through Friday.

**B. Rates for On-street Permit Parking**

North Railroad (1500 block Railroad Avenue)  
\$25.00 per month  
Permit required at all times.

McKenzie (1000 block McKenzie Avenue)  
\$65.00 per month  
Permit required 7:00 a.m. to 6:00 p.m. Monday through Saturday.

**C. Low-income Discount for Permit Parking**

The permit rates established in this section shall be reduced by 80% for full-time residents of subsidized low-income housing located within a parking management zone that is eligible for the utility discount established in BMC 15.04.070(C), subject to a limit of one discounted permit per household per permit period. As set forth in BMC 15.04.070(C), eligible low-income housing means housing provided by nonprofit agencies and public housing authorities, such

as the Bellingham Housing Authority or other similar entity, receiving public funds for low income housing, with rents restricted by a federal, state or city housing program for households earning less than 60 percent of area median income (AMI). The application process and means of verifying eligibility shall be determined by the Finance Director or his or her designee. Permits shall be issued on a first come, first serve basis and are subject to availability.

**SECTION 4. MISCELANEOUS PARKING FEES**

**A. Service Provider’s Vehicle Permit**

\$250.00 per annum

**B. Meter Hood Permit or Reservation of Paid Parking Stall**

\$23.00 per day per hood or per paid parking stall

**C. Lost Meter Hood, Lock, Key**

\$55.00 per hood

\$16.00 per lock or key

**SECTION 5. BIKE LOCKER USER FEE**

\$0.05 per hour (up to 10 days)

\$0.12 per hour (10 to 14 days)

**PASSED** by the Council this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Council President

**APPROVED** by me this \_\_\_\_\_ day of \_\_\_\_\_, 2024.

\_\_\_\_\_  
Mayor

**ATTEST:**

\_\_\_\_\_  
Finance Director

**APPROVED AS TO FORM:**

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Office of the City Attorney

RESOLUTION - 4

**Bellingham Transportation Commission  
Transportation Commission Resolution 2024-03**

The Transportation Commission has reviewed and endorses implementing the Bike Locker Rental Program with the following rates, time durations and penalties:

- \$0.05 per hour for up to 10 consecutive days
- \$0.12 per hour after 10 consecutive days
- After 14 consecutive days bike is considered abandoned and removed

The parking fee will be collected via a wireless app.

**PASSED** by the City of Bellingham Transportation Commission  
this 9<sup>th</sup> day of April, 2024.

Signed  \_\_\_\_\_  
Addie Candib, Chair  
City of Bellingham Transportation Commission