AGENDA
Transportation Committee Regular Meeting
3:00 PM - Monday, February 10, 2020
Council Conference Room, 7th Floor, City Hall – 1055 S. Grady Way

1. **Airport Rate Study**
   a) AB - 2561 Transportation Systems Division requests authorization to execute an agreement with Aviation Management Consulting Group, in the amount of $78,285, to conduct the Airport rate study, and further requests approval of the related budget adjustment.

2. **Airport Wildlife Hazard Mitigations Services Agreement**
   a) AB - 2563 Transportation Systems Division requests authorization to execute the Cooperative Service Agreement with the United States Department of Agriculture and Animal and Plant Health Inspection Service Wildlife Service, in the amount of $245,501.23 for wildlife hazard mitigation services at the Renton Airport.

3. **Emerging Issues in Transportation**
   TIP Prioritization
   Airport Issues Updates
   Wells/Williams Bid Opening Public Involvement Process
   a) TIP Prioritization Process
SUBJECT/TITLE: Agreement for Consultant Services with Aviation Management Consulting Group to Conduct the Airport Rate Study

RECOMMENDED ACTION: Refer to Transportation (Aviation) Committee

DEPARTMENT: Transportation Systems Division

STAFF CONTACT: Harry Barrett, Jr., Airport Manager

EXT.: 7477

FISCAL IMPACT SUMMARY:
The agreement with Aviation Management Consulting Group is not to exceed a total cost of $78,285.00. A request for funds to be transferred from the Major Facility Maintenance account (422.25088.016.594.46.63.016.594.46.63.000, which has a current balance of $254,626.30) to the Airport Professional Services account (402.000000.016.546.20.41.000) will be included as part of the first quarter budget adjustment.

SUMMARY OF ACTION:
Due to increases in maintenance costs and in consideration of future capital projects needed to keep the Airport safe, Airport staff has identified a need to conduct a rate study to ensure continued sustainability. The rate study will be conducted by a third-party consultant. A request for proposals was issued in September 2019, to which one response was received from Aviation Management Consulting Group (AMCG). AMCG was interviewed and selected to perform the rate study based on their experience in the aviation industry, reference checks and their proposed scope of services. The scope of services includes:

1. Airport rent study.
2. Airport fee study.
3. Revenue and cost allocation study.
4. Consulting advisory services.

The rate study is scheduled to begin in 2020 and completed no later than December 31, 2021.

EXHIBITS:
A. Agreement

STAFF RECOMMENDATION:
Authorize the Mayor and City Clerk to execute the agreement for consulting services with Aviation Management Consulting Group to conduct the Airport rate study.
AGREEMENT FOR CONSULTANT SERVICES

THIS AGREEMENT, dated December 10, 2019, is by and between the City of Renton (the “City”), a Washington municipal corporation, and Aviation Management Consultant Group Inc. (“Consultant”), a Colorado Corporation. The City and the Consultant are referred to collectively in this Agreement as the “Parties.” Once fully executed by the Parties, this Agreement is effective as of the last date signed by both parties.

1. **Scope of Work:** Consultant agrees to provide Airport Rate and Fees Consultant Services as specified in Exhibit A, which is attached and incorporated herein and may hereinafter be referred to as the “Work.”

2. **Changes in Scope of Work:** The City, without invalidating this Agreement, may order changes to the Work consisting of additions, deletions or modifications. Any such changes to the Work shall be ordered by the City in writing and the Compensation shall be equitably adjusted consistent with the rates set forth in Exhibit A – Proposal or as otherwise mutually agreed by the Parties.

3. **Time of Performance:** Consultant shall commence performance of the Agreement upon execution of this Agreement. All Work shall be performed by no later than December 31, 2021.

4. **Compensation:**

   A. **Amount.** Total compensation to Consultant for Work provided pursuant to this Agreement shall not exceed $66,285.00 for Elements 1-3 set forth in Exhibit A, and shall not exceed $12,000.00 for the hourly on-call services of Element 4 set forth in Exhibit A, for a total compensation amount of $78,285.00, plus any applicable state and local sales taxes. Compensation shall be paid based upon Work actually performed according to the rate(s) or amounts specified in Exhibit A. The Consultant agrees that any hourly or flat rate charged by it for its Work shall remain locked at the negotiated rate(s) unless otherwise agreed to in writing or provided in Exhibit A. Except as specifically provided herein, the Consultant shall be solely responsible for payment of any taxes imposed as a result of the performance and payment of this Agreement.
B. **Method of Payment.** On a monthly or no less than quarterly basis during any quarter in which Work is performed, the Consultant shall submit a voucher or invoice in a form specified by the City, including a description of what Work has been performed, the name of the personnel performing such Work, and any hourly labor charge rate for such personnel. The Consultant shall also submit a final bill upon completion of all Work. Payment shall be made by the City for Work performed within thirty (30) calendar days after receipt and approval by the appropriate City representative of the voucher or invoice. If the Consultant’s performance does not meet the requirements of this Agreement, the Consultant will correct or modify its performance to comply with the Agreement. The City may withhold payment for work that does not meet the requirements of this Agreement.

C. **Effect of Payment.** Payment for any part of the Work shall not constitute a waiver by the City of any remedies it may have against the Consultant for failure of the Consultant to perform the Work or for any breach of this Agreement by the Consultant.

D. **Non-Appropriation of Funds.** If sufficient funds are not appropriated or allocated for payment under this Agreement for any future fiscal period, the City shall not be obligated to make payments for Work or amounts incurred after the end of the current fiscal period, and this Agreement will terminate upon the completion of all remaining Work for which funds are allocated. No penalty or expense shall accrue to the City in the event this provision applies.

5. **Termination:**

A. The City reserves the right to terminate this Agreement at any time, with or without cause by giving ten (10) calendar days’ notice to the Consultant in writing. In the event of such termination or suspension, all finished or unfinished documents, data, studies, worksheets, models and reports, or other material prepared by the Consultant pursuant to this Agreement shall be submitted to the City, if any are required as part of the Work.

B. In the event this Agreement is terminated by the City, the Consultant shall be entitled to payment for all hours worked to the effective date of termination, less all payments previously made. If the Agreement is terminated by the City after partial performance of Work for which the agreed compensation is a fixed fee, the City shall pay the Consultant an equitable share of the fixed fee. This provision shall not prevent the City from seeking any legal remedies it may have for the violation or nonperformance of any of the provisions of this Agreement and such charges due to the City shall be deducted from the final payment due the Consultant. No payment shall be made by the City for any expenses incurred or work done following the effective date of termination unless authorized in advance in writing by the City.
6. **Warranties And Right To Use Work Product:** Consultant represents and warrants that Consultant will perform all Work identified in this Agreement in a professional and workmanlike manner and in accordance with all reasonable and professional standards and laws. Compliance with professional standards includes, as applicable, performing the Work in compliance with applicable City standards or guidelines (e.g. design criteria and Standard Plans for Road, Bridge and Municipal Construction). Professional engineers shall certify engineering plans, specifications, plats, and reports, as applicable, pursuant to RCW 18.43.070. Consultant further represents and warrants that all final work product created for and delivered to the City pursuant to this Agreement shall be the original work of the Consultant and free from any intellectual property encumbrance which would restrict the City from using the work product. Consultant grants to the City a non-exclusive, perpetual right and license to use, reproduce, distribute, and display all final work product produced pursuant to this Agreement. The City’s or other’s use of the final work products other than for the purposes of this Agreement shall be without liability to the Consultant. The provisions of this section shall survive the expiration or termination of this Agreement.

7. **Record Maintenance:** The Consultant shall maintain accounts and records, which properly reflect all direct and indirect costs expended and Work provided in the performance of this Agreement and retain such records for as long as may be required by applicable Washington State records retention laws, but in any event no less than six years after the termination of this Agreement. The Consultant agrees to provide access to and copies of any records related to this Agreement as required by the City to audit expenditures and charges and/or to comply with the Washington State Public Records Act (Chapter 42.56 RCW). The provisions of this section shall survive the expiration or termination of this Agreement.

8. **Public Records Compliance:** To the full extent the City determines necessary to comply with the Washington State Public Records Act, Consultant shall make a due diligent search of all records in its possession or control relating to this Agreement and the Work, including, but not limited to, e-mail, correspondence, notes, saved telephone messages, recordings, photos, or drawings and provide them to the City for production. In the event Consultant believes said records need to be protected from disclosure, it may, at Consultant’s own expense, seek judicial protection. Consultant shall indemnify, defend, and hold harmless the City for all costs, including attorneys’ fees, attendant to any claim or litigation related to a Public Records Act request for which Consultant has responsive records and for which Consultant has withheld records or information contained therein, or not provided them to the City in a timely manner. Consultant shall produce for distribution any and all records responsive to the Public Records Act request in a timely manner, unless those records are protected by court order. The provisions of this section shall survive the expiration or termination of this Agreement.
9. **Independent Contractor Relationship:**

A. The Consultant is retained by the City only for the purposes and to the extent set forth in this Agreement. The nature of the relationship between the Consultant and the City during the period of the Work shall be that of an independent contractor, not employee. The Consultant, not the City, shall have the power to control and direct the details, manner or means of Work. Specifically, but not by means of limitation, the Consultant shall have no obligation to work any particular hours or particular schedule, unless otherwise indicated in the Scope of Work or where scheduling of attendance or performance is mutually arranged due to the nature of the Work. Consultant shall retain the right to designate the means of performing the Work covered by this agreement, and the Consultant shall be entitled to employ other workers at such compensation and such other conditions as it may deem proper, provided, however, that any contract so made by the Consultant is to be paid by it alone, and that employing such workers, it is acting individually and not as an agent for the City.

B. The City shall not be responsible for withholding or otherwise deducting federal income tax or Social Security or contributing to the State Industrial Insurance Program, or otherwise assuming the duties of an employer with respect to Consultant or any employee of the Consultant.

C. If the Consultant is a sole proprietorship or if this Agreement is with an individual, the Consultant agrees to notify the City and complete any required form if the Consultant retired under a State of Washington retirement system and agrees to indemnify any losses the City may sustain through the Consultant’s failure to do so.

10. **Hold Harmless:** The Consultant agrees to release, indemnify, defend, and hold harmless the City, elected officials, employees, officers, representatives, and volunteers from any and all claims, demands, actions, suits, causes of action, arbitrations, mediations, proceedings, judgments, awards, injuries, damages, liabilities, taxes, losses, fines, fees, penalties, expenses, attorney’s or attorneys’ fees, costs, and/or litigation expenses to or by any and all persons or entities, arising from, resulting from, or related to the negligent acts, errors or omissions of the Consultant in its performance of this Agreement or a breach of this Agreement by Consultant, except for that portion of the claims caused by the City’s sole negligence.

Should a court of competent jurisdiction determine that this agreement is subject to RCW 4.24.115, (Validity of agreement to indemnify against liability for negligence relative to construction, alteration, improvement, etc., of structure or improvement attached to real estate...) then, in the event of liability for damages arising out of bodily injury to persons or damages to property caused by or resulting from the concurrent negligence of the...
Consultant and the City, its officers, officials, employees and volunteers, Consultant’s liability shall be only to the extent of Consultant’s negligence.

It is further specifically and expressly understood that the indemnification provided in this Agreement constitute Consultant’s waiver of immunity under the Industrial Insurance Act, RCW Title 51, solely for the purposes of this indemnification. The Parties have mutually negotiated and agreed to this waiver. The provisions of this section shall survive the expiration or termination of this Agreement.

11. **Gifts and Conflicts**: The City’s Code of Ethics and Washington State law prohibit City employees from soliciting, accepting, or receiving any gift, gratuity or favor from any person, firm or corporation involved in a contract or transaction. To ensure compliance with the City’s Code of Ethics and state law, the Consultant shall not give a gift of any kind to City employees or officials. Consultant also confirms that Consultant does not have a business interest or a close family relationship with any City officer or employee who was, is, or will be involved in selecting the Consultant, negotiating or administering this Agreement, or evaluating the Consultant’s performance of the Work.

12. **City of Renton Business License**: The Consultant shall obtain a City of Renton Business License prior to performing any Work and maintain the business license in good standing throughout the term of this agreement with the City.

Information regarding acquiring a city business license can be found at:  

Information regarding State business licensing requirements can be found at:  

13. **Insurance**: Consultant shall secure and maintain:

A. Commercial general liability insurance in the minimum amounts of $1,000,000 for each occurrence/$2,000,000 aggregate for the Term of this Agreement.

B. In the event that Work delivered pursuant to this Agreement either directly or indirectly involve or require Professional Services, Professional Liability, Errors and Omissions coverage shall be provided with minimum limits of $1,000,000 per occurrence. "Professional Services", for the purpose of this section, shall mean any Work provided by a licensed professional or Work that requires a professional standard of care.

C. Workers’ compensation coverage, as required by the Industrial Insurance laws of the State of Washington, shall also be secured.
D. Commercial Automobile Liability for owned, leased, hired or non-owned, leased, hired or non-owned, with minimum limits of $1,000,000 per occurrence combined single limit, if there will be any use of Consultant’s vehicles on the City’s Premises by or on behalf of the City, beyond normal commutes.

E. Consultant shall name the City as an Additional Insured on its commercial general liability policy on a non-contributory primary basis. The City’s insurance policies shall not be a source for payment of any Consultant liability, nor shall the maintenance of any insurance required by this Agreement be construed to limit the liability of Consultant to the coverage provided by such insurance or otherwise limit the City’s recourse to any remedy available at law or in equity.

F. Subject to the City’s review and acceptance, a certificate of insurance showing the proper endorsements, shall be delivered to the City before performing the Work.

G. Consultant shall provide the City with written notice of any policy cancellation, within two (2) business days of their receipt of such notice.

14. **Delays:** Consultant is not responsible for delays caused by factors beyond the Consultant’s reasonable control. When such delays beyond the Consultant’s reasonable control occur, the City agrees the Consultant is not responsible for damages, nor shall the Consultant be deemed to be in default of the Agreement.

15. **Successors and Assigns:** Neither the City nor the Consultant shall assign, transfer or encumber any rights, duties or interests accruing from this Agreement without the written consent of the other.

16. **Notices:** Any notice required under this Agreement will be in writing, addressed to the appropriate party at the address which appears below (as modified in writing from time to time by such party), and given personally, by registered or certified mail, return receipt requested, by facsimile or by nationally recognized overnight courier service. Time period for notices shall be deemed to have commenced upon the date of receipt, EXCEPT facsimile delivery will be deemed to have commenced on the first business day following transmission. Email and telephone may be used for purposes of administering the Agreement, but should not be used to give any formal notice required by the Agreement.

**CITY OF RENTON**

Harry Barrett Jr.
1055 South Grady Way
Renton, WA 98057
Phone: (425) 430-7477

**CONSULTANT**

David Benner
9085 East Mineral Circle, Suite 315
Centennial, CO 80112
Phone: (303) 792-5205
Discrimination Prohibited: Except to the extent permitted by a bona fide occupational qualification, the Consultant agrees as follows:

A. Consultant, and Consultant’s agents, employees, representatives, and volunteers with regard to the Work performed or to be performed under this Agreement, shall not discriminate on the basis of race, color, sex, religion, nationality, creed, marital status, sexual orientation or preference, age (except minimum age and retirement provisions), honorably discharged veteran or military status, or the presence of any sensory, mental or physical handicap, unless based upon a bona fide occupational qualification in relationship to hiring and employment, in employment or application for employment, the administration of the delivery of Work or any other benefits under this Agreement, or procurement of materials or supplies.

B. The Consultant will take affirmative action to insure that applicants are employed and that employees are treated during employment without regard to their race, creed, color, national origin, sex, age, sexual orientation, physical, sensory or mental handicaps, or marital status. Such action shall include, but not be limited to the following employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms of compensation and selection for training.

C. If the Consultant fails to comply with any of this Agreement’s non-discrimination provisions, the City shall have the right, at its option, to cancel the Agreement in whole or in part.

D. The Consultant is responsible to be aware of and in compliance with all federal, state and local laws and regulations that may affect the satisfactory completion of the project, which includes but is not limited to fair labor laws, worker’s compensation, and Title VI of the Federal Civil Rights Act of 1964, and will comply with City of Renton Council Resolution Number 4085.

Miscellaneous: The parties hereby acknowledge:

A. The City is not responsible to train or provide training for Consultant.

B. Consultant will not be reimbursed for job related expenses except to the extent specifically agreed within the attached exhibits.

C. Consultant shall furnish all tools and/or materials necessary to perform the Work except to the extent specifically agreed within the attached exhibits.
D. In the event special training, licensing, or certification is required for Consultant to provide Work he/she will acquire or maintain such at his/her own expense and, if Consultant employs, sub-contracts, or otherwise assigns the responsibility to perform the Work, said employee/sub-contractor/assignee will acquire and or maintain such training, licensing, or certification.

E. This is a non-exclusive agreement and Consultant is free to provide his/her Work to other entities, so long as there is no interruption or interference with the provision of Work called for in this Agreement.

F. Consultant is responsible for his/her own insurance, including, but not limited to health insurance.

G. Consultant is responsible for his/her own Worker’s Compensation coverage as well as that for any persons employed by the Consultant.

19. Other Provisions:
   A. Approval Authority. Each individual executing this Agreement on behalf of the City and Consultant represents and warrants that such individuals are duly authorized to execute and deliver this Agreement on behalf of the City or Consultant.

   B. General Administration and Management. The City’s project manager is Harry Barrett Jr.. In providing Work, Consultant shall coordinate with the City’s contract manager or his/her designee.

   C. Amendment and Modification. This Agreement may be amended only by an instrument in writing, duly executed by both Parties.

   D. Conflicts. In the event of any inconsistencies between Consultant proposals and this Agreement, the terms of this Agreement shall prevail. Any exhibits/attachments to this Agreement are incorporated by reference only to the extent of the purpose for which they are referenced within this Agreement. To the extent a Consultant prepared exhibit conflicts with the terms in the body of this Agreement or contains terms that are extraneous to the purpose for which it is referenced, the terms in the body of this Agreement shall prevail and the extraneous terms shall not be incorporated herein.

   E. Governing Law. This Agreement shall be made in and shall be governed by and interpreted in accordance with the laws of the State of Washington and the City of Renton. Consultant and all of the Consultant’s employees shall perform the Work in accordance with all applicable federal, state, county and city laws, codes and ordinances.
F. **Joint Drafting Effort.** This Agreement shall be considered for all purposes as prepared by the joint efforts of the Parties and shall not be construed against one party or the other as a result of the preparation, substitution, submission or other event of negotiation, drafting or execution.

G. **Jurisdiction and Venue.** Any lawsuit or legal action brought by any party to enforce or interpret this Agreement or any of its terms or covenants shall be brought in the King County Superior Court for the State of Washington at the Maleng Regional Justice Center in Kent, King County, Washington, or its replacement or successor. Consultant hereby expressly consents to the personal and exclusive jurisdiction and venue of such court even if Consultant is a foreign corporation not registered with the State of Washington.

H. **Severability.** A court of competent jurisdiction’s determination that any provision or part of this Agreement is illegal or unenforceable shall not cancel or invalidate the remainder of this Agreement, which shall remain in full force and effect.

I. **Sole and Entire Agreement.** This Agreement contains the entire agreement of the Parties and any representations or understandings, whether oral or written, not incorporated are excluded.

J. **Time is of the Essence.** Time is of the essence of this Agreement and each and all of its provisions in which performance is a factor. Adherence to completion dates set forth in the description of the Work is essential to the Consultant’s performance of this Agreement.

K. **Third-Party Beneficiaries.** Nothing in this Agreement is intended to, nor shall be construed to give any rights or benefits in the Agreement to anyone other than the Parties, and all duties and responsibilities undertaken pursuant to this Agreement will be for the sole and exclusive benefit of the Parties and no one else.

L. **Binding Effect.** The Parties each bind themselves, their partners, successors, assigns, and legal representatives to the other party to this Agreement, and to the partners, successors, assigns, and legal representatives of such other party with respect to all covenants of the Agreement.

M. **Waivers.** All waivers shall be in writing and signed by the waiving party. Either party’s failure to enforce any provision of this Agreement shall not be a waiver and shall not prevent either the City or Consultant from enforcing that provision or any other provision of this Agreement in the future. Waiver of breach of any provision of this Agreement shall not be deemed to be a waiver of any prior or subsequent breach unless it is expressly waived in writing.
N. **Counterparts.** The Parties may execute this Agreement in any number of counterparts, each of which shall constitute an original, and all of which will together constitute this one Agreement.

**IN WITNESS WHEREOF,** the Parties have voluntarily entered into this Agreement as of the date last signed by the Parties below.

**CITY OF RENTON**

By: __________________________
   Armondo Pavone
   Mayor

______________________________
Date

Attest

______________________________
Jason A. Seth
City Clerk

Approved as to Legal Form

**CONSULTANT**

By: __________________________
   David Benner
   Managing Consultant
   01/10/2020

______________________________
Date

______________________________
Shane Moloney
City Attorney

*Contract Template Updated 03/12/2015*
AGENDA ITEM #1. a)

Exhibit A

PROPOSAL

Prospect: City of Renton
Renton Municipal Airport
616 W. Perimeter Road
Renton, Washington 98057

Contact: Mr. Harry Barrett Jr., Airport Manager

Location: Renton Municipal Airport

Services: Rent Study, Fee Study, Cost Allocation Study

Scope: Aviation Management Consulting Group (AMCG) with Mead and Hunt (M&H), collectively referred to as the AMCG team, will provide the scope of services for the City of Renton (City) outlined in the following elements:

Element 1: The AMCG team proposes to conduct an Airport Rent Study to determine an opinion of market rent for certain improvements utilized for aeronautical purposes at Renton Municipal Airport (Airport). The proposed work plan is provided in Attachment A.

Element 2 The AMCG team proposes to conduct an Airport Fee Study to establish airport fees to help recover the operating expenses and non-operating sources of funds (e.g., non-AIP or other grant funds) that have been and are anticipated to be incurred by the City relating to the planning, development, operation, and management of the Airport. The Airport Fee Study will not encompass non-aeronautical fees. Additionally, it is important to note that AMCG believes that fees should be cost-recovery based – not market based (like rents). The proposed work plan is provided in Attachment A.

Element 3: The AMCG team proposes to conduct a Revenue and Cost Allocation Study for the Airport which will consist of a review, allocation, and analysis of three historical years of the Airports' operating revenues, expenses, and non-operating sources and uses of funds by the functional areas and revenues streams (i.e., administration, airside, landside, aviation real estate, and non-aviation real estate). The proposed work plan is provided in Attachment A.

Element 4: If desired by (and at the option of) the City, AMCG will provide consulting/advisory services for any matter pertaining to general aviation – airports, aviation businesses (FBOs and/or SASOs), and non-commercial entities. These services may, but are not limited to, federal grant applications, future operator contract negotiations, trend analysis, cash flow analysis, debt service calculations, development of future debt strategies, or capital program development.
Based on the proposed scope of services, proposed work plans, and AMCG's experience with similar projects, the services can be provided for the following fees (by element).

<table>
<thead>
<tr>
<th>Elements</th>
<th>Budget</th>
</tr>
</thead>
<tbody>
<tr>
<td>Element 1: Airport Rent Study</td>
<td>$25,150</td>
</tr>
<tr>
<td>Element 2: Airport Fee Study</td>
<td>$19,250</td>
</tr>
<tr>
<td>Element 3: Revenue and Cost Allocation Study</td>
<td>$25,375</td>
</tr>
<tr>
<td>Element 4: Consulting Advisory Services</td>
<td>Hourly</td>
</tr>
<tr>
<td>Total</td>
<td>$69,775</td>
</tr>
</tbody>
</table>

AMCG VALUES THE OPPORTUNITY TO WORK WITH THE CITY AND WE TRULY APPRECIATE YOUR CONFIDENCE IN OUR SERVICES. BASED ON THE INHERENT SYNERGIES OF THE ELEMENTS, AMCG WILL APPLY A DISCOUNT OF 5.0% FOR A TOTAL DISCOUNTED FEE OF $66,285.

Element 4 would be provided on an hourly basis in accordance with AMCG's Regular Hourly Fee Schedule, as follows:

<table>
<thead>
<tr>
<th>AMCG Regular Hourly Fee Schedule</th>
</tr>
</thead>
<tbody>
<tr>
<td>Position</td>
</tr>
<tr>
<td>----------------------------------------</td>
</tr>
<tr>
<td>Managing Principal</td>
</tr>
<tr>
<td>Managing Consultant</td>
</tr>
<tr>
<td>Consultant</td>
</tr>
<tr>
<td>Senior Project Analyst</td>
</tr>
<tr>
<td>Project Analyst</td>
</tr>
<tr>
<td>Staff</td>
</tr>
</tbody>
</table>

Expenses: An expense allocation of $2,250 is included in the Fees identified herein to cover the direct (project-related) expenses for the proposed scope of services and work plan. The expense allocation includes one site visit that will consist of two people for a maximum of three days on-site. Any direct (project-related) expenses incurred by AMCG in excess of the expense allocation would be reimbursed to AMCG (at cost without mark-up).

Direct (project-related) expenses include air and ground transportation, lodging, subsistence, and costs for outside services (e.g., overnight or courier service, copying, printing, and document production/duplication, etc.).

Schedule: Notwithstanding circumstances beyond AMCG's control and based on AMCG's experience with similar projects, the proposed scope of services and work plan can be completed within 12 to 16 weeks from the site visit date.

Other: This proposal is valid through January 1, 2020 and is subject to change thereafter including, but not limited to, withdrawal in whole or in part. Fees and expenses (and completion of the project in accordance with the schedule) are dependent on the: (1) quality, composition, and timeliness of the information provided to/obtained by the AMCG team and (2) the time required by the City, its representatives, or others to review draft work products and/or provide comments.

A signed Project Authorization Agreement will be required to commence work on the project.

City of Renton, Renton Municipal Airport (12/03/2019)
Proposal from Aviation Management Consulting Group
**AGENDA ITEM #1. a)**

**Element 1: Airport Rent Study**

AMCG proposes to conduct an Airport Rent Study to determine an estimated opinion of market rent for certain Airport improvements (Subject Properties) identified on the following table:

<table>
<thead>
<tr>
<th>Component</th>
<th>Size (SF)</th>
<th>Number</th>
<th>Size</th>
</tr>
</thead>
<tbody>
<tr>
<td>T-Hangar</td>
<td>29</td>
<td></td>
<td>N/A</td>
</tr>
<tr>
<td>Small T-Hangar</td>
<td></td>
<td>11</td>
<td>880</td>
</tr>
<tr>
<td>Tiedown (Monthly)</td>
<td></td>
<td>11</td>
<td>N/A</td>
</tr>
<tr>
<td>Maintenance Hangar Facility</td>
<td></td>
<td>1</td>
<td>20,020</td>
</tr>
<tr>
<td>Executive Hangar</td>
<td></td>
<td>1</td>
<td>5,757</td>
</tr>
<tr>
<td>Apron</td>
<td></td>
<td>1</td>
<td>73,849</td>
</tr>
<tr>
<td>Office</td>
<td></td>
<td>1</td>
<td>3,047</td>
</tr>
<tr>
<td>Vehicle Parking</td>
<td></td>
<td>1</td>
<td>N/A</td>
</tr>
</tbody>
</table>

To derive an estimated opinion of market rent for aeronautical airport properties, AMCG will analyze rental rates on a comparative basis for similar improvements at comparable and competitive airports (and at national and regional airports) to derive a supported market based rental rate for each component of the Subject Properties. If fees are being charged in lieu of or in addition to rent, AMCG will take that into account.

**MARKETPLACE CONSIDERATIONS**

General conditions, trends, and demographics in the market will be considered by AMCG (as appropriate).

**OTHER CONSIDERATIONS**

AMCG will assume that the highest and best use of the Subject Properties is aviation related (aeronautical use), that the Subject Properties will continue to be part of an operating airport, and that access to the infrastructure and amenities of the airport will be available.

To accomplish the scope of work for an Airport Rent Study, AMCG will complete the following work plan (tasking):

**TASK 1: FIRST WORKING SESSION – PROJECT INITIALIZATION MEETING**

Conduct a working session (by telephone or web-based meeting software) with Airport management to initialize project, discuss information request (Task 2); identify subject properties; and address any questions related to the rent study process. This working session is typically budgeted for 2 hours.

**TASK 2: INFORMATION REQUEST**

Relevant and pertinent information, data, and documentation on the community, market, Airport, aviation businesses, and non-commercial aeronautical entities located at the Airport will be compiled by Airport management. AMCG will provide a written information request to Airport management to help facilitate this process.
AGENDA ITEM #1. a)

ATTACHMENT A – WORK PLAN

TASK 3: SITE VISIT

AMCG will conduct a site visit to include: (1) a project initialization meeting with representatives of Airport management and the City (as desired), (2) a tour of the Airport and Subject Properties, (3) photographs of the Subject Properties, and (4) meetings with select stakeholders (i.e., representatives of the aviation businesses and/or non-commercial entities) – as determined by Airport management working in collaboration with the team and based on available budget and schedule.

While on-site, AMCG will review the location of and access to the Subject Properties and work with representatives of Airport management and the City to verify/confirm (as necessary) the type, use, and attributes of each property. AMCG will review and analyze additional information, data, and documentation provided/obtained during the site visit and conduct additional research.

TASK 4: COMPARABLE AND COMPETITIVE AIRPORT IDENTIFICATION

Develop a preliminary list of comparable and competitive airports (based on the Airport's existing infrastructure and activity indicators) for review by Airport management. AMCG will identify regional airports.

The selection of comparable airports and the assimilation and analysis of data for similar properties (including, but not limited to, type, use, and attributes) at comparable airports is essential to the rent study process.

**AMCG MAINTAINS AN EXTENSIVE DATABASE OF MORE THAN 550 AIRPORTS LOCATED IN THE UNITED STATES WITH MORE THAN 3,750 DATA POINTS SPECIFICALLY FOR THIS PURPOSE.**

A number of variables will be considered when identifying and selecting comparable airports including, but not limited to, the following:

- Infrastructure (number, configuration, and capacity of runways and taxiways)
- Approaches (precision versus non-precision)
- Presence or absence of a control tower
- Number and type of aviation businesses (including the number of fuel providers)
- Amount of available land for aviation development (and related land use considerations)
- Type of market
- Number and type of airports in the market
- Activity levels (based aircraft, aircraft operations, and fuel volumes)

TASK 5: COMPARATIVE ANALYSIS

Collect, review, and analyze information, data, and documentation from comparable, competitive, regional, and national airports using AMCG's proprietary database, reference library, and/or directly from the airports identified in Task 3.

AMCG will derive the market rental rate for the Subject Properties (by component and use).

CONSIDERATION OF REGIONAL AND NATIONAL AIRPORT DATA

As a supplement to the comparable airport data, the rental rates being charged at airports within the FAA's Northwest Mountain Region as well as those being charged at airports located throughout the United States – as maintained within AMCG's proprietary database – will be considered by AMCG.
ATTACHMENT A – WORK PLAN

IDENTIFICATION AND SELECTION OF SIMILAR PROPERTIES (CRITERIA)
AMCG will consider the following factors when identifying and selecting similar improvements at comparable airports, including, but not limited to, the following:

- Use (commercial versus non-commercial)
- Size (usable versus unusable)
- Location and access (landside and airside) to/from the Subject Properties, infrastructure, and utilities
- Lease terms and conditions
- Type, quality, condition, and functional utility or limitations of the Subject Properties (this includes, but is not necessarily limited to, any restrictions on the development of the land, the availability of utilities, and the ability of the land to support the aircraft that normally frequent the subject airport)

THE RENTAL RATES BEING CHARGED FOR SIMILAR PROPERTIES AT COMPETITIVE AIRPORTS WILL BE CONSIDERED AS WELL (AS APPROPRIATE).

TASK 6: FIRST DRAFT
AMCG will prepare the first draft of the summary report (based on the comparative analysis) conveying the market rental rate for the Subject Properties (by component and use) and provide to Airport management for review.

DETERMINING MARKET RENTS
Based on an analysis of the data compiled, AMCG will derive a market based and supported rental rate for each component of the Subject Properties.

A written summary report will be provided as the final work product or deliverable. In addition, to conveying AMCG’s opinion of the market rental rate for the Subject Properties, the summary report will describe the data, reasoning, and analysis (and identify the approach utilized) to develop AMCG’s opinion.

Unless otherwise noted, market rental rates will be conveyed on a “per square foot per year” or “per unit per month” and a “triple net” basis. As part of rent study process, AMCG will evaluate the market rental rates for reasonableness to ensure compliance with federal mandates.

TASK 7: SECOND WORKING SESSION
AMCG will conduct a review session (by telephone or web-based meeting software) with Airport management to review the draft summary report and provide comments, identify questions, and make recommendations. This working session is budgeted for 1 hour.

TASK 8: FINAL STUDY
AMCG will finalize the summary report and provide the final report.
AGENDA ITEM #1. a)

Element 2: Airport Fee Study

AMCG will conduct an Airport Fee Study to establish airport fees to help recover the operating expenses and non-operating sources of funds (e.g., non-AIP or other grant funds) that have been and are anticipated to be incurred by the City relating to the planning, development, operation, and management of the Airport. Note: The Study will not encompass non-aeronautical fees. Additionally, it is important to note that AMCG believes that fees should be cost-recovery based – not market based (like rents).

Under Phase I of the Study, AMCG will (1) review the current fee program for the Airport. More specifically, AMCG will review the types of fees currently being charged at the Airport, the methodologies currently being utilized to establish the fees, and the basis (or the unit measure) currently being deployed for charging fees and (2) identify current industry practices for establishing airport fees including summarizing the types of fees generally being charged, the methodologies generally being utilized, and the measures generally being deployed in the industry. The Phase I summary report will provide AMCG’s findings and recommendations regarding the types of fees that could be charged, the methodology for establishing such fees, and the basis (or the unit measure) for charging such fees.

Under Phase II of the Study, once the types of fees, the methodologies, and the basis for charging fees have been selected by Airport management, AMCG will conduct a cost recovery financial analysis of the Airport’s operating expenses and non-operating sources of funds and calculate fees (dollar amounts for each fee) for the Airport.

To accomplish the proposed scope of services for an Airport Fee Study, AMCG will complete the following tasks:

**TASK 1: FIRST WORKING SESSION – PROJECT INITIALIZATION MEETING**

Conduct a working session (by telephone or web-based meeting software) with Airport management to initialize project, discuss information request (Task 2); identify all existing, desired, and non-desired Airport fees; and address any questions related to the fee study process. This working session is typically budgeted for 2 hours.

**TASK 2: INFORMATION REQUEST**

Relevant and pertinent information, data, and documentation on the community, market, Airport, aviation businesses, and non-commercial aeronautical entities located at the Airport will be compiled by Airport management. AMCG will provide a written information request to Airport management to help facilitate this process.

Review current fee program for the Airport, including the types of fees currently being charged at the Airport, the methodologies currently being utilized to establish the fees, and the basis (or the unit measure) currently being deployed for charging fees.

Identify current industry practices for establishing fees including summarizing the types of fees generally being charged, the methodologies generally being utilized, and the measures generally being deployed in the industry.

DCB

City of Renton, Renton Municipal Airport (12/03/2019)
Proposal from Aviation Management Consulting Group
AT THE REQUEST OF THE

AGENDA ITEM #1. a)

Exhibit A

ATTACHMENT A – WORK PLAN

TASK 3: COMPARABLE AND COMPETITIVE AIRPORTS IDENTIFICATION
Develop a preliminary list of comparable and competitive airports (based on the Airport’s existing infrastructure and activity indicators) for review by Airport management. AMCG will identify regional airports. A number of variables will be considered when identifying and selecting comparable airports including, but not limited to, the following:

- Infrastructure (number, configuration, and capacity of runways and taxiways)
- Approaches (precision versus non-precision)
- Presence or absence of a control tower
- Number and type of aviation businesses (including the number of fuel providers)
- Amount of available land for aviation development (and related land use considerations)
- Type of market
- Number and type of airports in the market
- Activity levels (based aircraft, aircraft operations, and fuel volumes)

TASK 4: AIRPORT FEE COMPARATIVE ANALYSIS DEVELOPMENT AND REVIEW
Develop and provide for Airport management review an airport fee comparative analysis that will include (1) the identification of current industry practices for establishing aeronautical fees including summarizing the types of fees typically being charged in the industry, the methodologies typically being utilized in the industry to establish fees, and the basis typically being deployed in the industry for charging fees and (2) the comparison of the current fee program at the Airport to the current fee programs at comparable and competitive airports.

Obtain and validate relevant information from comparable and competitive airports using AMCG’s proprietary database, reference library, and/or directly from the airports identified.

Develop and provide for Airport management review the findings of the airport fee comparative analysis and best practices recommendations regarding the types of fees that could be charged, the methodology for establishing such fees, and the basis (or the unit measure) for charging such fees.

TASK 5: SECOND WORKING SESSION – COMPARATIVE ANALYSIS REVIEW
Conduct a second working session (by telephone or web-based meeting software) with Airport management to review the airport fee comparative analysis and provide comments, identify questions, and make recommendations. This working session is budgeted for 1 hour.

TASK 6: COST RECOVERY ANALYSIS
Conduct a cost recovery analysis based on the types of fees, the methodologies, and the basis selected by Airport management.

TASK 7: FIRST DRAFT – SCHEDULE OF FEES
Predicated on the findings of the cost recovery analysis, calculate proposed fees (dollar amounts for each fee) for the Airport and develop and provide for Airport management review the cost recovery analysis spreadsheets and a first draft of the Schedule of Fees for review by Airport management.

DCB
AGENDA ITEM #1. a)

ATTACHMENT A – WORK PLAN

TASK 8: THIRD WORKING SESSION – SCHEDULE OF FEES REVIEW

Conduct a third working session (by telephone or web-based meeting software) with Airport management to review the cost recovery analysis spreadsheets, the fee calculations, and the draft of the Schedule of Fees and provide comments, identify questions, and make recommendations. This working session is budgeted for 1 hour.

TASK 9: SECOND DRAFT – SCHEDULE OF FEES

Revise first draft of the Schedule of Fees based on comments provided, questions identified, and recommendations made by Airport management during fourth working session and provide for Airport management review second draft of the cost recovery analysis spreadsheets, fee calculations, and the Schedule of Fees.

TASK 10: FOURTH WORKING SESSION – SCHEDULE OF FEES

Conduct a fourth working session (by telephone or web-based meeting software) with Airport management to review second draft of the cost recovery analysis, fee calculations, and schedule of fees and provide comments, identify questions, and make recommendations. This working session is budgeted for 1 hour.

TASK 11: FINAL STUDY – SCHEDULE OF FEES

Revise second draft of the Schedule of Fees based on the comments provided, questions identified, and recommendations made by Airport management during the fifth working session and develop and provide Airport management final Study (including Schedule of Fees).

Element 3: Revenue and Cost Allocation Study

The AMCG team proposes to conduct a Revenue and Cost Allocation Study for the Airport which will consist of a review, allocation, and analysis of three historical years of the Airports’ operating revenues, expenses, and non-operating sources and uses of funds by the functional areas and revenues streams (i.e., administration, airside, landside, aviation real estate, and non-aviation real estate).

To accomplish the proposed scope of services for the Revenue and Cost Allocation Study, the AMCG team would complete the following tasks:

TASK 1: FIRST WORKING SESSION – PROJECT INITIALIZATION MEETING

Conduct a working session (by telephone or web-based meeting software) with Airport management and the City to initialize project, discuss information request (Task 2), identify the Airports’ functional areas and revenue streams to be utilized in the allocation process, and address any questions regarding the allocation process. This working session is budgeted for 2 hours.
ATTACHMENT A – WORK PLAN

TASK 2: INFORMATION COLLECTION, REVIEW, AND ANALYSIS
Relevant and pertinent information, data, and documentation on the operational statistics (i.e., aircraft operations, based aircraft, fuel volumes square footages, employees, etc.) and financial statements for the last three fiscal years (i.e., balance sheets, income statements, depreciation schedules, etc.) will be compiled by Airport management. AMCG will provide a written information request to Airport management to help facilitate this process.

TASK 3: ALLOCATE AIRPORT FINANCIALS
Allocate all Airport operating revenues and expenses and non-operating sources and uses of funds by the agreed upon Airport functional areas and/or revenue streams for the Airport.

TASK 4: DRAFT OF REVENUE AND COST ALLOCATION (FIRST)
AMCG will prepare the first draft of the Revenue and Cost Allocation Study spreadsheets and provide to Airport management and the City for review.

TASK 5: SECOND WORKING SESSION – DRAFT REVENUE AND COST ALLOCATION
AMCG will conduct a review session (by telephone or web-based meeting software) with Airport management and the City to review first draft and provide comments, identify questions, and make recommendations. This working session is budgeted for 2 hours.

TASK 6: DRAFT OF REVENUE AND COST ALLOCATION (SECOND)
AMCG will revise the first draft of the Revenue and Cost Allocation Study (based on the input provided by Airport management and the City during the second working session) and provide to Airport management and the City for review.

TASK 7: THIRD WORKING SESSION – DRAFT REVENUE AND COST ALLOCATION
AMCG conduct the final working session (by telephone or web-based meeting software) with Airport management and the City to review second draft and provide comments, identify questions, and make recommendations. This working session is budgeted for 2 hours.

TASK 8: FINAL STUDY
AMCG will revise the second draft (based on the input provided by Airport management and the City during the third working session) and provide the final Study to Airport management. In addition, the AMCG team will conduct an analysis to identify the impacts of implementing the recommended aeronautical rental rates and aeronautical fee as outlined in Element 1 and Element 2.
### AMCG Contract Breakdown

**Time Schedule:** 12 - 16 weeks (From Site Visit Date - TBD)

<table>
<thead>
<tr>
<th>Total cost breakdown per contract Element</th>
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<tbody>
<tr>
<td>Element 1 (Develop preliminary list of comparable airports, analysis)</td>
<td>Airport Rent Study</td>
</tr>
<tr>
<td>Element 2 (Review types of fees, cost-recovery, identify current industry practices)</td>
<td>Airport Fee Study</td>
</tr>
<tr>
<td>Element 3 (Review and analysis of 3 yrs of operating and non-operating funds)</td>
<td>Revenue and Cost Allocation Study</td>
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<td>Total Cost for Elements 1 - 3</td>
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<tr>
<td>AMCG Discounted Fee of 5.0%</td>
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<tr>
<td>Total Cost of</td>
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<td>Element 4</td>
<td>On-Call Service for 2 years, not to exceed cost</td>
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<td>For a contract total not to exceed</td>
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Cooperative Service Agreement with the United States Department of Agriculture and the Animal and Plant Health Inspection Service Wildlife Service for Wildlife Hazard Mitigation at the Airport

Refer to Transportation (Aviation) Committee

Transportation Systems Division

Jason Anderson, Assistant Airport Manager

7476

Wildlife Services has created the attached 5-year work plan and financial plan and Cooperative Services Agreement for wildlife hazard mitigation services at the Airport. Specifically, they will provide one wildlife biologist to operate on the Airport over the next 60 months. The new contract is for $245,501.23 and is effective through December 31, 2024. The expenditures will occur over the five years of the contract and are estimated to be within the approved annual budgeted amount for this program (expected annual costs are shown below). The agreement is funded by the Airport’s Professional Services budget number 402.000000.546.20.41.000.

For the past several years the Airport has been receiving wildlife management services from the Wildlife Services branch of the United States Department of Agriculture (USDA) and Animal and Plant Health Inspection Service Wildlife Service (APHIS-WS). The yearly work plan and financial plan between the USDA and the City was up for renewal on January 1, 2019.

Over the past contract year our wildlife biologist has:

1. Developed the FAA approved Wildlife Hazard Mitigation Plan.
2. Harassed and removed birds and other wildlife from the Airport during daytime and nighttime hours.
3. Monitored and managed the large-bird trap on the east side of the Airport.
4. Worked with Airport staff to reduce natural attractants on the airside.
5. Provided detailed observations of wildlife activity during his visits.
6. Reduced overall bird and nuisance wildlife populations on the Airport and in the wider geographic area.

As noted in the work plan, this multi-year contract has differing annual costs based on operational expenses. The annual costs are expected to be as follows:

2020 - $47,363.38
2021 - $48,215.28
2022 - $49,079.90
In the past the City and the USDA executed 5-year Cooperative Service Agreements with an annual work plan and financial plan. The Cooperative Service Agreement is the underlying agreement outlining responsibilities between the parties. Unfortunately, in filing the separate agreements and plans, each was assigned an individual contract number by the city clerk’s office making identifying the correlation between the Cooperative Service Agreement and the work plan and financial plan difficult to recognize. Therefore, a combined 5-year Cooperative Service Agreement inclusive of the work plan and financial plan should alleviate some future confusion.

EXHIBITS:

A. Agreement

STAFF RECOMMENDATION:

Authorize the Mayor and City Clerk to execute the Cooperative Service Agreement with the United States Department of Agriculture and Animal and Plant Health Inspection Service Wildlife Service for $245,501.23 for wildlife hazard mitigation services at the Airport.
COOPERATIVE SERVICE AGREEMENT
between
RENTON MUNICIPAL AIRPORT (COOPERATOR) and
UNITED STATES DEPARTMENT OF AGRICULTURE ANIMAL AND PLANT HEALTH INSPECTION SERVICE WILDLIFE SERVICES (APHIS-WS)

ARTICLE 1 – PURPOSE
The purpose of this Agreement is to conduct wildlife damage management (WDM) activities to control nuisance bird and wildlife species on and around Renton Municipal Airport property to reduce human health and safety risks associated with potential wildlife/aircraft collisions and other airport operations.

ARTICLE 2 - AUTHORITY
APHIS-WS has statutory authority under the Act of March 2, 1931, as amended (7 USCA 8351), and the Act of December 22, 1987 (7 USCA 8353), the Secretary of Agriculture may conduct a program of wildlife services with respect to injurious animal species and take any action the Secretary considers necessary in conducting the program. Additionally, the Secretary of Agriculture, except for management of urban rodents, is authorized to conduct activities to manage nuisance mammals and birds and those mammal and bird species that are reservoirs for zoonotic diseases. In carrying out a program of wildlife services involving injurious and/or nuisance animal species or involving mammal and bird species that are reservoirs for zoonotic diseases, the Secretary is authorized to cooperate with States, local jurisdictions, individuals, public and private agencies, organizations, and institutions.

Under the Consolidated Appropriations Act, 2017, (Pub. L. No. 115-31, 131 Stat. 144, H.R. 244 — 115th Congress (2017-2018), APHIS is authorized to collect fees to cover the total costs of providing technical assistance, goods, or services requested by States, other political subdivisions, domestic and international organizations, foreign governments, or individuals, provided that such fees are structured such that any entity’s liability for such fees is reasonably based on the technical assistance, goods, or services provided to the entity by the Agency, and such fees shall be credited to this account, to remain available until expended, without further appropriation, for providing such assistance, good, or services.

ARTICLE 3 - MUTUAL RESPONSIBILITIES
The cooperating parties mutually understand and agree to/that:

a. Confer and plan a WDM program that addresses the need for managing conflicts caused by nuisance bird and wildlife species at Renton Municipal Airport, Renton, Washington. Based on this consultation, WS will formulate, in writing, the program work plan and associated budget and present them to the Cooperator for approval.

b. Develop a mutually agreed upon Work Plan and Financial Plan which are incorporated into this Agreement by reference. It is understood and agreed that any monies allocated for the purpose of this Agreement shall be expended only towards the activities and related expenses outlined therein.

c. When either of the Cooperating parties address the media or incorporate information into reports and/or publications, both Cooperating parties must agree, in writing, to have their identities disclosed when receiving due credit related to the activities covered by this agreement.
d. APHIS-WS has advised the Cooperator that other private sector service providers may be available to provide wildlife management services and notwithstanding these other options, Cooperator requests that APHIS-WS provide wildlife management services as stated under the terms of this Agreement.

e. All equipment with a purchase price of $5,000 or more per unit, purchased directly with funds from the cooperator for use solely on this project shall be subject to disposal according to APHIS policy, and shall be specifically listed in the Work and Financial Plan. Property title/disposal shall be determined when the project (including all continuations and revisions of this agreement) terminates, or when the equipment is otherwise directed to other projects, whichever comes first. If the equipment is sold prior to the project end, the proceeds should be allocated according to APHIS Policy. Continuations and revisions to this agreement shall list any equipment with a purchase price of $5,000 or more per unit, carried over from a purchase directly with funds from the cooperator for use solely for this project. All other equipment purchased for the program is and remain the property of APHIS-WS.

f. APHIS-WS will provide overall direction and control of the program.

ARTICLE 4 - COOPERATOR RESPONSIBILITIES

The Cooperator agrees to/that:

a. Designate Harry Barrett Jr., Airport Manager, Renton Municipal Airport/Clayton Scott Field, 616 West Perimeter Road, Unit A, Renton, Washington 98057, 425-430-7477 as the authorized representative who shall be responsible for collaboratively administering the activities conducted in this Agreement;

b. Reimburse APHIS-WS for costs, not to exceed the annually approved amount specified in the Work and Financial Plan. If costs are projected to exceed the amount reflected in the Financial Plan, the Work and Financial Plan shall be formally revised and signed by both parties before services resulting in additional costs are performed. The Cooperator agrees to pay all costs of service submitted via an invoice within 30 days of the date of the submitted invoice or invoices as submitted by APHIS-WS. Late payments are subject to interest, penalties, and administrative charges and costs as set forth under the Debt Collection Improvement Act of 1996. If the Cooperator is delinquent in paying the full amount of the due service costs submitted by APHIS-WS, and/or is delinquent in paying the due late payments, and/or is delinquent in paying the interest, penalties, and/or administrative costs on any delinquent due service costs, APHIS-WS will immediately cease to provide the respective service associated with the submitted service costs. APHIS-WS will not reinstate or provide the respective service until all due service costs, and/or due late payments, and/or due interest, penalty, and/or administrative costs are first paid in full.

c. To provide a Tax Identification Number or Social Security Number in compliance with the Debt Collection Improvement Act of 1996.

d. As a condition of this Agreement, The Cooperator ensures and certifies that it is not currently debarred or suspended and is free of delinquent Federal debt.

ARTICLE 5 – WS RESPONSIBILITIES

WS agrees:

a. To designate Mike Linnell, State Director, 720 O’Leary Street NW, Olympia, WA 98502, 360-753-9884 as the authorized representative who shall be responsible for collaboratively administering the activities conducted in this Agreement.
b. The performance of wildlife damage management actions by WS under this agreement is contingent upon a determination by WS that such actions are in compliance with the National Environmental Policy Act, Endangered Species Act, and any other applicable federal statutes. WS will not make a final decision to conduct requested wildlife damage management actions until it has made the determination of such compliance.

c. To provide qualified personnel and other resources necessary to implement the approved WDM activities delineated in the Work and Financial Plan referenced in 3.a of this Agreement.

d. To bill the Cooperator for costs incurred in performing WDM activities as authorized in the approved annual Work and Financial Plan as may be amended.

e. To notify the Cooperator if costs are projected to exceed the amounts estimated and agreed upon in the Financial Plan. WS will cease providing goods or services until a revision to the Work and Financial Plan, as appropriate, have been agreed to and signed by both parties to this Agreement.

f. Authorized auditing representatives of the Cooperator shall be accorded reasonable opportunity to inspect the accounts and records of WS pertaining to such claims for reimbursement to the extent permitted by Federal law and regulations.

ARTICLE 6 – CONTINGENCY STATEMENT

For costs borne by WS, this agreement is contingent upon the passage of the Agriculture, Rural Development, and Related Agencies Appropriation Act for the current fiscal year from which expenditures may be legally met and shall not obligate APHIS upon failure of Congress to so appropriate. This Agreement also may be reduced or terminated if Congress provides APHIS funds only for a finite period under a Continuing Resolution.

ARTICLE 7 – NON-EXCLUSIVE SERVICE CLAUSE

Nothing in this agreement shall prevent any other country, State government or its political subdivisions, local government, university, or college, organization, association, or individual from entering into separate agreements with WS for same or similar activities provided under the terms of this Agreement.

ARTICLE 8 – CONGRESSIONAL RESTRICTIONS

Pursuant to Section 22, Title 41, United States Code, no member of or delegate to Congress shall be admitted to any share or part of this agreement or to any benefit to arise therefrom.

ARTICLE 9 – APPLICABLE REGULATIONS

All WDM activities will be conducted in accordance with applicable Federal, State, and local laws and regulations.

This agreement is not a procurement contract (31 U.S.C. 6303), nor is it considered a grant (31 U.S.C. 6304). In this agreement, APHIS provides goods or services on a cost recovery basis to nonfederal recipients.

ARTICLE 10 – LIABILITY

APHIS assumes no liability for any actions or activities conducted under this agreement except to the extent the recourse or remedies are provided by Congress under the Federal Tort Claims Act (28 USC 1346(b), 2401(b), 2671-2680).
ARTICLE 11 – NON-DISCRIMINATION CLAUSE

The United States Department of Agriculture prohibits discrimination in all its programs and activities on the basis of race, color, national origin, age, disability, and where applicable, sex, marital status, familial status, parental status, religion, sexual orientation, genetic information, political beliefs, reprisal, or because all or part of an individual’s income is derived from any public assistance program. Not all prohibited bases apply to all programs.

ARTICLE 12 – FAILURE TO PAY FEES

The cooperator is liable for fees assessed for services performed under this agreement. APHIS will assess a late payment penalty for failure to pay fees when due. In addition, the overdue fees shall accrue interest as required by 31 U.S.C. 3717.

ARTICLE 13 – AGREEMENT EFFECTIVE DATE

This Agreement shall become effective January 1, 2020, and shall continue to December 31, 2024. Further, this Agreement may be amended or extended at any time by mutual agreement of the parties in writing. The Cooperator must submit a written request to extend at least 30 days prior to expiration of the agreement. It may be terminated by either party upon a 60 day notice in writing to the other party.

AUTHORIZATION:

RENTON MUNICIPAL AIRPORT
Tax Identification Number: 91-6001271

_____________________________________________, Mayor, City of Renton _______________________________, Date

UNITED STATES DEPARTMENT OF AGRICULTURE
ANIMAL AND PLANT HEALTH INSPECTION SERVICE
WILDLIFE SERVICES
Tax Identification Number: 41-0696271

_____________________________________________, Mike Linnell, State Director, WA/AK _______________________________, Date

_____________________________________________, Jason Suckow, Director, Western Region _______________________________, Date
WORK PLAN/FINANCIAL PLAN

COOPERATOR: Renton Municipal Airport

CONTACT: Jason Anderson, Assistant Airport Manager
(425) 430-7476; jtanderson@rentonwa.gov
Harry Barrett Jr., Airport Manager (425) 430-7477; hbarrett@rentonwa.gov

COOPERATIVE SERVICE AGREEMENT No.: 20-73-53-6373-RA

WBS ELEMENT: AP.RA.RX53.73.0310

LOCATION: Renton Municipal Airport

DATES: January 1, 2020 – December 31, 2024

In accordance with the Cooperative Service Agreement 20-73-53-6373-RA between Renton Municipal Airport (RNT) and the United States Department of Agriculture (USDA), Animal and Plant Health Inspection Service (APHIS), Wildlife Services (WS), this Work Plan sets forth the objectives, activities and budget of this project during the period of January 1, 2020 – December 31, 2024.

Program Objective

Wildlife Services’ objective is to reduce human health and safety risks associated with potential wildlife/aircraft collisions and other wildlife conflicts. APHIS-WS will provide assistance in the form of technical information, recommendations, and wildlife management activities related to minimizing wildlife conflicts.

Plan of Action

The objectives of this plan will be accomplished in the following manner:

1. APHIS-WS will provide a Wildlife Biologist an average of 16 hours per week not to exceed 800 hours total, to assist with hazardous wildlife management at the airfield. APHIS-WS will provide vehicles, equipment, supplies (other than pyrotechnics), and training necessary to implement management activities.

2. The following control methods will be used for the management activities: technical assistance, hazing, capture and removal of offending wildlife, and shooting. WS will ensure that the most discrete, effective, and safe control tools and techniques available are utilized.

3. Brook Zscheile, the Bremerton District Supervisor (360) 337-2778 will supervise this project. This project will be monitored by Mike Linnell, State Director in Olympia, WA (360) 753-9884.

4. APHIS-WS will cooperate with the Washington Department of Fish and Wildlife, the
U.S. Fish and Wildlife Service, county and local city governments, and other entities to ensure compliance with Federal laws and applicable State, and local laws and regulations.

5. Renton Municipal Airport will provide security access to the airfield and necessary driver and communication training.

6. Renton Municipal Airport will be billed monthly by APHIS-WS only for expenses shown in the Financial Plan and will not exceed the Agreement Total. Personnel Compensation is defined as salary for all hours worked, benefits, differentials, hazardous duty allowances, annual leave, sick leave and awards. The financial point of contact for this Work Plan/Financial Plan is Deborah Stalman, Budget Analyst (360) 753-9884.

**FINANCIAL PLAN**

For the disbursement of funds from Renton Airport to USDA APHIS Wildlife Services for Assistance with wildlife conflicts at the airport

From 01/01/2020 to 12/31/2020

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<th>Cost Element</th>
<th>Full Cost</th>
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<td>Personnel Compensation</td>
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<td>16.15%</td>
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<tr>
<td>Agreement Total</td>
<td>$47,363.38</td>
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The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: $47,363.38
FINANCIAL PLAN
For the disbursement of funds from
Renton Airport
to
USDA APHIS Wildlife Services
for
Assistance with wildlife conflicts at the airport
From 01/01/2021 to 12/31/2021

<table>
<thead>
<tr>
<th>Cost Element</th>
<th>Full Cost</th>
</tr>
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<tbody>
<tr>
<td>Personnel Compensation</td>
<td>$34,170.00</td>
</tr>
<tr>
<td>Vehicles</td>
<td>$3,250.00</td>
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<tr>
<td>Supplies and Materials</td>
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<tr>
<td>Subtotal (Direct Charges)</td>
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<tr>
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<tr>
<td></td>
<td>$4,171.20</td>
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<td>$48,215.28</td>
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The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: $48,215.28
FINANCIAL PLAN
For the disbursement of funds from
Renton Airport
to
USDA APHIS Wildlife Services
for
Assistance with wildlife conflicts at the airport
From 01/01/2022 to 12/31/2022

<table>
<thead>
<tr>
<th>Cost Element</th>
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<tbody>
<tr>
<td>Personnel Compensation</td>
<td>$34,850.00</td>
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<tr>
<td>Vehicles</td>
<td>$3,250.00</td>
</tr>
<tr>
<td>Supplies and Materials</td>
<td>$5,000.00</td>
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<tr>
<td>Subtotal (Direct Charges)</td>
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<tr>
<td>Pooled Job Costs</td>
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</tr>
<tr>
<td>Indirect Costs</td>
<td>16.15%</td>
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<td>Agreement Total</td>
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The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: $49,079.90
FINANCIAL PLAN
For the disbursement of funds from
Renton Airport
to
USDA APHIS Wildlife Services
for
Assistance with wildlife conflicts at the airport
From 01/01/2023 to 12/31/2023

<table>
<thead>
<tr>
<th>Cost Element</th>
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<tbody>
<tr>
<td>Personnel Compensation</td>
<td>$35,550.00</td>
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<tr>
<td>Vehicles</td>
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</tr>
<tr>
<td>Supplies and Materials</td>
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<tr>
<td>Subtotal (Direct Charges)</td>
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<tr>
<td>Pooled Job Costs</td>
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<tr>
<td>Indirect Costs</td>
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<td>Agreement Total</td>
<td>$49,969.95</td>
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The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: $49,969.95
**FINANCIAL PLAN**  
For the disbursement of funds from  
Renton Airport  
to  
USDA APHIS Wildlife Services  
for  
Assistance with wildlife conflicts at the airport  
From 01/01/2024 to 12/31/2024

<table>
<thead>
<tr>
<th>Cost Element</th>
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<tbody>
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<td>Personnel Compensation</td>
<td>$36,260.00</td>
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<tr>
<td>Vehicles</td>
<td>$3,250.00</td>
</tr>
<tr>
<td>Supplies and Materials</td>
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<td>Subtotal (Direct Charges)</td>
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<tr>
<td>Pooled Job Costs</td>
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<tr>
<td>Indirect Costs</td>
<td>16.15%</td>
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<td><strong>Agreement Total</strong></td>
<td>$50,872.72</td>
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</table>

The distribution of the budget from this Financial Plan may vary as necessary to accomplish the purpose of this agreement, but may not exceed: $50,872.72
This document proposes a revised prioritization process of the Transportation Improvement Program that is updated every year. The Transportation Improvement Program (TIP) is Renton’s comprehensive transportation program for the ensuing six calendar years and is mandated by the Revised Code of Washington and Washington Administrative Code.

The TIP enables the Mayor and the City Council a way to review work that has been accomplished and current transportation needs. It is a planning document that identifies transportation-related projects which are, or may become, eligible for federal, state and/or local funding. A significant purpose of the TIP is that local projects must be included to be eligible for state and federal grant programs.

The TIP is a multi-year planning tool that updates the future plans for transportation projects and programs within the City that support the mission and vision of the Renton Business Plan; include new or enhanced bicycle or pedestrian facilities or other applicable changes that promote non-motorized transit; and reflect the involvement of the public and the City’s elected officials.

**Project Development**

TIP project and financial development activities are intricately intertwined and involve interactions with many groups and agencies at the local, regional, state and federal levels. The Transportation Planning and Programming Section works with Washington Department of Transportation (WSDOT), King County Metro Transit, Puget Sound Regional Council (PSRC), Sound Transit and other groups and agencies to assure consistency between Renton’s transportation policies and programs and those of the region. Such consistency is required by the Growth Management Act and related legislation and by federal and state grant programs.

With ongoing changes to I-405 and SR 167 as well as the expansion of the Sound Transit network, especially the I-405 Bellevue to Renton Bus Rapid Transit, the City of Renton must look to creating and maintaining an infrastructure system to support these changes to the transportation system to promote economic vitality as well as providing a safe and healthy community. Ongoing transportation planning activities, such as updating the Transportation Element in the Comprehensive Plan and the development of sub-area plans, play an important part in identifying and prioritizing transportation improvement projects.

**A Documented Prioritization Process**

Projects and programs in the TIP are had previously been prioritized by project goal types: Maintenance and Preservation, Corridor Projects, Operations and Safety, Non-Motorized Projects, and Other Programs. This prioritization was prepared by City staff with final approval by the City Council during the annual update of the TIP.

This document breaks down the steps involved with the prioritization process that may have been less clear before. Since a majority of projects are intended to address and are developed to be compatible with multiple city goals, prioritizing four separate categories does not present the overall picture.

This revised prioritization process intends to make note of those projects that address multiple city goals and creates one prioritized list to be reviewed by the Mayor and City Council.
The prioritized order in the current TIP is what is used for the biennium budget process that creates the Capital Investment Program (CIP). The Transportation CIP comprises all programs and projects that have funding for the identified fiscal years.
Projects are generally scoped with identified project aspects.

Business Case Assessment

Initial Prioritized List

Transportation Committee review Initial Prioritized List

Mayor reviews DRAFT TIP

City Council reviews DRAFT TIP/Public Hearing

City Council adopts the next year’s TIP

This revised prioritization process intends to provide clarity to the prioritization part of the TIP programming. This process increases transparency and ensures alignment to the City’s current goals as projects or programs get added, edited, or removed.
**General Programming Criteria**

Projects are developed and prioritized based on community needs, specific goals to be achieved and on general programming considerations. The general programming considerations include the following:

- **Priority** – the projects and programs are prioritized by type (see below) and prepared by City staff with final approval by the City Council during the annual update of the TIP. The prioritization assists staff in assigning the limited resources to projects and programs and reducing resources during funding shortfalls. In general, staff expends more resources on higher priority projects in the first three years of the TIP, and when applying for grants staff will consider these projects first unless other lower priority projects better meet the particular criteria of a grant program.

- **Planning** – How, at a local and regional level, a project fits with or addresses identified future transportation goals, demands and planning processes must be evaluated. This is strongly influenced by ongoing land use decisions and by regional highway and transit system plans.

- **Financing** – Many projects are dependent upon external grants, formation of LID’s or the receipt of impact fees. Prioritization has to take into account the peculiarities of each of the various fund sources and the probabilities of when and how much money will be available.

- **Scheduling** – If a project is interconnected with, or interdependent on, other projects taking place, this is reflected in their relative priorities.

- **Past Commitment** – The level of previous commitment made by the City in terms of resources, legislative actions or inter-local agreements must be taken into consideration in prioritizing TIP projects.

**Project Types**

- **Maintenance and Preservation** is a basic need that must be met by the program. Projects in this group include transportation assets that should be replaced or rehabilitated at the point of lowest cost in the life-cycle of the asset in order to maximize funding sources. The lowest cost in the life-cycle is the point in an asset’s life-cycle when it becomes more cost effective to replace or refurbish an asset than to continue to maintain it. Preservation projects extend the useful life of an asset and result in renewed functionality before more extensive and costly repairs or reconstruction is needed.

- **Corridor Projects** are oriented toward moving people through a balanced transportation system that involves multiple modes of transportation. Projects are included in the TIP based on their ability to provide links in the City’s transportation system; improve safety and operations; provide facilities for transit, high occupancy vehicles, or non-motorized transportation; be cost effective; and leverage funds from outside sources. Projects in this group are prioritized based on level of funding, type of funding and associated timelines, construction funding, and right of way needs. Included are facilities that facilitate the movement of transit and/or reduce vehicle miles travelled.

- **Operations and Safety** projects and programs are developed through ongoing analyses of the transportation system and are directed mainly toward traffic engineering concerns such as safety and congestion. Projects are identified not only by analysis of traffic counts, accident records and geometric data, but also through review and investigation of complaints and requests received from the public. Projects in this category may include new or rebuilt traffic signals, turn lanes, widened lanes, widened shoulder, curb, gutter, and sidewalk, updating or retrofitting bridge rail, and guardrail. Projects in this group are prioritized based on factors such as safety, funding, projects under construction, grants, funding timelines/deadlines, traffic operation needs, or outside influence.

- **Non-Motorized Projects** have been developed with major emphasis on addressing community quality of life issues by improving and/or protecting residential livability while providing necessary transportation system improvements. These projects are typically included in the TIP as an element of expanding the pedestrian and bicycle network throughout the city. The projects are prioritized based on factors such as safety, proximity to key destinations, funding, outside participation, type of funding and associated timelines, and projects costs.

- **Other Programs** involve planning of transportation improvements necessitated by new development and new transportation capital improvements.
### Summary of Projects and Prioritization

The prioritization of the TIP is influenced by the interconnection and/or interdependence among TIP projects and with projects by other City departments and by other jurisdictions as well as the timing of those transportation projects. Equally important to the prioritization below is the likelihood, the time frame, and the amount of outside funding that will be obtainable to finance transportation projects.

This year’s TIP has the following breakdown of projects and are prioritized by category.

#### % Breakdown of Projects
- Roadway Corridors: 41%
- Non-Motorized: 19%
- Maintenance and Preservation: 17%
- Operations and Safety: 15%
- Other Programs: 8%

#### Priority TIP No. Project Title Community Planning Area

<table>
<thead>
<tr>
<th>Priority</th>
<th>TIP No.</th>
<th>Project Title</th>
<th>Community Planning Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>Street Overlay</td>
<td>Citywide</td>
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<tr>
<td>2</td>
<td>2</td>
<td>Arterial Rehabilitation Program</td>
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<td>3</td>
<td>2.1</td>
<td>SW 43rd St Resurfacing, SR 167 to west City Limits</td>
<td>Valley</td>
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<tr>
<td>4</td>
<td>15</td>
<td>Bronson Way Bridge - Seismic Retrofit and Painting</td>
<td>City Center</td>
</tr>
<tr>
<td>5</td>
<td>18</td>
<td>Houser Way Bridge - Seismic Retrofit and Painting</td>
<td>City Center</td>
</tr>
<tr>
<td>6</td>
<td>27</td>
<td>Williams Ave Bridge - Seismic Retrofit and Painting</td>
<td>City Center</td>
</tr>
<tr>
<td>7</td>
<td>9</td>
<td>Sidewalk Rehabilitation and Replacement Program</td>
<td>Citywide</td>
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<td>8</td>
<td>10</td>
<td>Bridge Inspection &amp; Repair Program</td>
<td>Citywide</td>
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<tr>
<td>9</td>
<td>40</td>
<td>Nile Ave NE Bridge Replacement</td>
<td>East Plateau</td>
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<tr>
<td>Priority</td>
<td>TIP No.</td>
<td>Project Title</td>
<td>Community Planning Area</td>
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<td>--------</td>
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<td>-----------------------------</td>
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<tr>
<td>1</td>
<td>16</td>
<td>Duvall Ave NE Roadway Improvements,</td>
<td>Highlands &amp; E. Plateau</td>
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<tr>
<td></td>
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<td>NE 7th St to Sunset Blvd NE</td>
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<tr>
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<td>28</td>
<td>Williams Ave S and Wells Ave S Conversion Project,</td>
<td>City Center</td>
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<tr>
<td></td>
<td></td>
<td>S Grady Way to N 1st St</td>
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</tr>
<tr>
<td>3</td>
<td>21</td>
<td>Park Ave North Extension,</td>
<td>City Center</td>
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<td></td>
<td>Logan Ave N to Southport</td>
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<td>Rainier Ave S/N Corridor Improvements Phase 4,</td>
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<td>S 3rd St to NW 3rd Pl</td>
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<td>Rainier Ave S to Main St</td>
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<td>Benson</td>
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<td>Puget Drive SE to the south City Limits</td>
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<td>Renton Connector,</td>
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<td></td>
<td>S 2nd St to S 5th St</td>
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<td>9</td>
<td>26</td>
<td>South/Southwest 7th Street Corridor Improvements,</td>
<td>City Center</td>
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<td></td>
<td>Naches Ave South to Talbot Road South</td>
<td></td>
</tr>
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<td>10</td>
<td>20</td>
<td>NE Sunset Boulevard (SR 900) Corridor Improvements</td>
<td>Highlands</td>
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<td></td>
<td></td>
<td>I-405 to east City Limits</td>
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<tr>
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<td>City Center</td>
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<td></td>
<td></td>
<td>vicinity of Southport Dr N and Garden Ave N</td>
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<td>12</td>
<td>30</td>
<td>Carr Road improvements,</td>
<td>Talbot &amp; Benson</td>
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<td></td>
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<td>Lind Ave SW to 116th Ave SE</td>
<td></td>
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<td>13</td>
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<td>Renton Bus Rapid Transit (BRT) Improvements,</td>
<td>City Center</td>
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<td>S Renton Village Pl extension to S Grady Way</td>
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<td>34</td>
<td>Lake Washington Blvd N/ Southport Access Improvements,</td>
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<td>Park Ave N to Gene Coulon Park</td>
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<td>South Grady Way Multi-Modal Improvements,</td>
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<td>Talbot Rd South to Rainier Ave South</td>
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<td>16</td>
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<td>NW 3rd Pl to City Limits</td>
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<td>36</td>
<td>Logan Ave North Improvements,</td>
<td>City Center</td>
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<td></td>
<td></td>
<td>S 2nd St to Park Ave N</td>
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</tr>
<tr>
<td>18</td>
<td>39</td>
<td>NE 3rd Street / NE 4th Street Corridor Improvements,</td>
<td>Highlands &amp; E. Plateau</td>
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<tr>
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<td>Sunset Blvd N to the east City Limits</td>
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<td>Valley</td>
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<td>Monster Rd Bridge and City Limits</td>
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<td>SW 27th Street/Strander Boulevard Connection,</td>
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<td>west City limits to Naches Ave SW</td>
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</table>
## AGENDA ITEM #3. a) Operations and Safety

<table>
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<tr>
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<th>Community Planning Area</th>
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</thead>
<tbody>
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<td>Roadway Safety and Guardrail Program</td>
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<td>Talbot Road S / S 177th St Signalization and Roadway Improvements, adjacent to Valley Medical Center</td>
<td>Talbot</td>
</tr>
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<td>3</td>
<td>24</td>
<td>Renton Elementary and Middle School Crossings</td>
<td>Various</td>
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<td>4</td>
<td>5</td>
<td>Intersection Safety &amp; Mobility Program</td>
<td>Citywide</td>
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<td>6</td>
<td>Traffic Safety Program</td>
<td>Citywide</td>
</tr>
<tr>
<td>6</td>
<td>7</td>
<td>Preservation of Traffic Operation Devices Program</td>
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</tr>
<tr>
<td>7</td>
<td>8</td>
<td>Intelligent Transportation Systems (ITS) Program</td>
<td>Citywide</td>
</tr>
<tr>
<td>8</td>
<td>37</td>
<td>Maple Valley Highway Barriers, west edge of Riverview Park</td>
<td>Cedar River</td>
</tr>
</tbody>
</table>

## AGENDA ITEM #3. b) Non-Motorized Projects

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<thead>
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<th>TIP No.</th>
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</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>19</td>
<td>Lake Washington Loop Trail, south perimeter of the Renton Airport</td>
<td>City Center</td>
</tr>
<tr>
<td>2</td>
<td>17</td>
<td>Houser Way Intersection and Pedestrian Improvements, between Williams Ave S and Wells Ave S</td>
<td>City Center</td>
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<tr>
<td>3</td>
<td>3</td>
<td>Walkway Program</td>
<td>Citywide</td>
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<td>4</td>
<td>11</td>
<td>Barrier-Free Transition Plan Implementation</td>
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<td>31</td>
<td>Houser Way Non-Motorized Improvements, N 8th St to Lake Washington Boulevard</td>
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<td>6</td>
<td>33</td>
<td>Lake to Sound (L2S) Trail, connecting Lake Washington to Puget Sound</td>
<td>Valley &amp; City Center</td>
</tr>
<tr>
<td>7</td>
<td>32</td>
<td>Houser Way S/N Non-Motorized Improvements, Mill Ave S to Bronson Way S</td>
<td>City Center</td>
</tr>
<tr>
<td>8</td>
<td>47</td>
<td>Sunset Area Green Connections, vicinity of Sunset Area Revitalization Area</td>
<td>Highlands</td>
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<tr>
<td>9</td>
<td>51</td>
<td>Walkway Master Plan</td>
<td>N/A</td>
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<td>10</td>
<td>46</td>
<td>Southport Pedestrian Connection</td>
<td>City Center</td>
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</tbody>
</table>

## AGENDA ITEM #3. c) Other Programs

<table>
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<th>Project Title</th>
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</thead>
<tbody>
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<td>1</td>
<td>13</td>
<td>Arterial Circulation Program</td>
<td>Citywide</td>
</tr>
<tr>
<td>2</td>
<td>12</td>
<td>Project Development &amp; Pre-Design Program</td>
<td>Citywide</td>
</tr>
<tr>
<td>3</td>
<td>50</td>
<td>Transit Master Plan</td>
<td>Citywide</td>
</tr>
<tr>
<td>4</td>
<td>14</td>
<td>1% for the Arts Program</td>
<td>N/A</td>
</tr>
<tr>
<td>5</td>
<td>52</td>
<td>I-405/44th Gateway Signage &amp; Green-Scaping Improvements</td>
<td>Kennydale</td>
</tr>
</tbody>
</table>