



STATE OF WASHINGTON

OFFICE OF THE INTERAGENCY COMMITTEE

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May 18, 2007

**TOPIC 2b: Time Extensions**

**Prepared By:** Marguerite Austin, Manager

**Approved by the Director:** 

**Presented By:** Consent Calendar

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**Proposed Action:** Decision

**Summary:**

IAC staff requests Board approval of the time extension requests shown in Attachment A. IAC Board action is required since these projects are more than four years old and are requesting an extension to continue the Agreement beyond the four-year period.

**Staff Recommendation:**

These projects should be extended. Staff recommends approval by Resolution #2007-05.

**Background:**

IAC Manual #7, *Funded Projects: Policies and the Project Agreement*, outlines IAC's adopted policy for progress on active funded projects. The policy requires staff to report all requests for time extensions and subsequent staff actions to the Board. Further, the policy states "All requests for extensions that would extend longer than the original four years are referred to the Board." In compliance with this policy, staff submits this report and recommendation.

*Time Extension Requests – Director Approval*

Between January 16, 2007 and April 30, 2007 IAC received several requests to extend projects. Each request was reviewed to ensure compliance with established policies. After careful consideration, staff granted extensions to 29 projects.

*Time Extension Requests Requiring Committee Review*

Time extension requests were also submitted for the projects listed in Attachment A. This document provides a brief update for Board review of the circumstances surrounding the requested extensions and the expected date of project completion.



IAC Board action is required since these projects are requesting an extension to continue the Agreement beyond the four-year period.

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**Considerations for time extensions:**

- Date IAC granted funding approval
- Original dates for project completion
- Revised milestones or timeline submitted for completion of the project
- Sponsor's reasons or justification for requesting the extension
- Conditions surrounding the delay
- Sponsor's progress on this and other funded projects
- Likelihood of sponsor completing the project within the extended period
- Reimbursements requested and approved, and
- Receipt of a written request for the time extension.

**Attachment:**

*Attachment A – Time Extension Requests for Board Approval, June 2007  
Consent Calendar*

**Attachment A**  
**Topic #2b - Time Extension Requests for Board Approval**  
**Consent Calendar - Resolution #2007-05**

PROJECT #	SPONSOR NAME	PROJECT NAME	GRANT PROGRAM	DATE BOARD FUNDED	EXTENSION REQUESTED	CIRCUMSTANCE OR REASONS FOR DELAY
02-1248D	Fish & Wildlife, Dept. of	Big Lake Boat Launch	BFP-State	7/12003	12/31/2007	<p>Big Lake is located southeast of Mount Vernon and is a popular warm water fishery. The project scope includes a new boat ramp, loading float, vault toilet, and shoreline protection.</p> <p>WDFW submitted permit applications in the spring of 2005 and received the county substantial development permit, county conditional use permit, and the hydraulic permit. Skagit County requested a site assessment plan and three variances. WDFW revised the design drawings and submitted those for review. The variance permit has been approved. The Army Corps of Engineer's permit has been submitted resulting in a request for a revised biological evaluation. The revisions were submitted in November 2006. WDFW expects approval in June. The permit window for construction is August and September. WDFW anticipates completion by December 31, 2007.</p>
02-1348D	Kitsap County Parks & Recreation	Gordon Field	LWCF	9/19/2002	6/30/2007	<p>Kitsap County has completed development of the athletic fields approved for this project. In order to provide reimbursement for all eligible costs incurred, a short time extension is requested. The time extension request fits within the contract period approved in the federal agreement with the National Park Service. Staff anticipates receipt of the final bill and support documents by June 30.</p>
00-1586C	Milton, City of	Interurban Trail	WWRP – Trails	7/18/2001	12/31/2007	<p>The scope of the City of Milton's project includes acquiring right-of-way and developing 2.8 miles of trail as part of the regional Interurban Trail system. The city has acquired the right-of-way and the design is now complete.</p> <p>There were multiple delays associated with design of this trail. The city's original design firm declared bankruptcy and went out of business leaving a substantial amount of work to be completed. The city hired another firm and the design work recommenced. With these delays and increasing costs, the city sought additional funding and was awarded a federal transportation enhancement grant. The transportation grant requires Washington State Department of Transportation's (WSDOT) approval of all plans and</p>

Notebook Topic #2b, Time Extension Requests – Attachment A

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PROJECT #	SPONSOR NAME	PROJECT NAME	GRANT PROGRAM	DATE BOARD FUNDED	EXTENSION REQUESTED	CIRCUMSTANCE OR REASONS FOR DELAY
						specifications. This resulted in more delays as the design and specifications were re-evaluated and updated to meet WSDOT standards. The final design is complete and the City is waiting for WSDOT approval, which is expected by mid-May. The construction is estimated to take four months.
02-1211D	Montesano, City of	Community Park Development	WWRP – Local Parks	7/11/2003	12/31/2007	The City of Montesano was granted funds to develop a new community park featuring baseball and soccer fields. The initial Army Corps of Engineers (Corps) site review indicated no permitting issues. The City proceeded with design as soon as the grant was awarded. Months later the Corps made a second site visit and identified emergent wetland in a previously dry area. Design plans had to be modified, mitigation identified and designed, and final approval obtained. It was two years from that site visit before the Corps permit was awarded in March 2006. Final construction drawings will be complete and the project bid by July 30, 2007. Construction will occur this summer and fall. Fields will be hydro-seeded in mid-late fall to take advantage of the rainy season.
02-1180A	Natural Resources, Dept. of	Mt. Si NRCA	WWRP – Urban Wildlife	7/11/2003	6/30/2008	DNR has acquired one property that will serve as a vitally needed trailhead for this popular conservation area. A structure on the site must be demolished. Two other properties are currently being appraised and the remaining funds are needed to acquire them. If the time extension is approved DNR hopes to complete these acquisitions within the next few months.
02-1045A	Natural Resources, Dept. of	Washougal Oaks NAP/NRCA	WWRP – Natural Areas	7/11/2003	6/30/2008	DNR acquired one property and a second property is scheduled to close on May 15. The appraisal process has taken much longer than expected on a third, key property. Due to complex zoning in the Columbia River National Scenic Gorge, the review appraiser determined a land use and development study was required to properly value the property. The appraiser has had some delays in subcontracting this study, but it is currently underway. Remaining funds are needed in order to consummate this transaction.

PROJECT #	SPONSOR NAME	PROJECT NAME	GRANT PROGRAM	DATE BOARD FUNDED	EXTENSION REQUESTED	CIRCUMSTANCE OR REASONS FOR DELAY
02-1657	Natural Resources, Dept. of	S. Puget Sound Prairies – Mima Mounds	WWRP – Critical Habitat	7/11/2003	6/30/2008	Two properties were acquired in March of 2007. A time extension will allow DNR adequate time to dispose of an existing mobile home. The mobile home is unique in that a stick-built structure has been added on to it. It will take some effort to dismantle and move.
02-1034D	Pierce County Parks & Recreation	Buckley to South Prairie Foothills Trail	WWRP – Trails	7/11/ 2003	12/31/2007	<p>The Buckley to South Prairie section is an important segment in the Foothills Trail system. The scope of this project includes installation of two trail bridges and construction of approximately three miles of trail.</p> <p>Initial implementation of this project was delayed for multiple reasons. The county encountered unexpected delays in acquiring the corridor and in meeting a federal certification process required from the other funding source for this project. Subsequently, that resulted in delays in completing the design and permitting. Design is now complete and permits have been obtained for the two bridges and 1.18 miles of trail. The bid has been awarded for the bridge fabrication. The county will begin trail construction and bridge installation in June.</p>
02-1047C	Winthrop, Town of	Winthrop Community Park and Ice Rink	WWRP – Local Parks	7/11/ 2003	12/31/2007	<p>The Winthrop Ice Rink is a community project involving multiple partners and interested citizens. The scope of the project includes acquisition of 3.8 acres and construction of an ice rink and trailhead.</p> <p>There have been a series of unexpected delays in completing the project. The parcel identified for acquisition was divided and sold to three parties. This required extensive negotiation with three landowners rather than one. Design began but increasing costs for building materials led to revisions to the design. The design is nearly complete and the Town expects to begin construction in May. Town staff advised "That although this process has pushed our project to the very edge of our deadline with IAC, it has generated an unprecedented amount of support and goodwill in the community". This is an important project and a time extension will allow the town to complete the project and maximize the cost efficiencies gained through the use of donated labor from local contractors.</p>