

CITY OF LACEY

AN ORDINANCE PROVIDING FOR THE EMPLOYMENT OF AN ENGINEER FOR THE CITY OF LACEY AND SETTING FORTH THE DUTIES, REQUIREMENT OF AND COMPENSATION FOR SAID POSITION.

THE CITY COUNCIL OF THE CITY OF LACEY DO ORDAIN AS FOLLOWS:

SECTION 1. There is hereby established and created an Engineering Department of the City of Lacey, to be headed by a "city engineer: of the City of Lacey.

SECTION 2. It shall be the duty of said engineering department to perform all necessary engineering services for the City of Lacey in accordance with the best standards of the engineering profession

SECTION 3. That the City Engineer of such Engineering Department shall be appointed and removed at the pleasure of the Mayor.

SECTION 4. That the city engineer shall perform such engineering services as needed by the City of Lacey, to include but not be limited to the following:

A. Engineer shall be present at council meetings, planning commission meetings and special meetings when required to advise the City on engineering matters. Be available to city officials and employees during regular working hours for telephone consultation on engineering matters. He shall assist in the preparation of the annual budget.

B. Engineer shall allocate time for inspection, supervision and consultation for: complaints, construction of utilities, force account work, subdivisions, etc.

Engineer shall initiate a continuing study of the operation, maintenance and construction of the city's facilities, to develop permanent records, as time allows with respect to: streets, utilities, drainage, sewers, water, buildings and structure, and other engineering work as requested by the City, this work to be performed in the time as allocated above.

C. Engineers shall perform such specific engineering jobs for which plans, specifications, reports, inspections or other work is required on an hourly basis as authorized by the City.

Payment for work under "C" shall be made each month upon vouchers submitted in proportion to the progress of the work.

D. Engineer shall prepare plans and specifications, provide supervisory services, and extra services as the City may authorize.

Working drawings and specifications shall include complete working drawings with sufficient plans, details, sections, elevations and schedules so as to enable a contractor to quote a firm price on the work without requiring any additional engineering design work. Specifications for the work shall be of such scope as to enable a contractor to quote a firm price and initiate material and equipment orders. The drawings and specifications shall be properly coordinated with others.

Supervisory services shall include advice in the taking of bids and letting

of contracts, tabulation and analysis of bids, review of shop drawings and the furnishing of additional large scale details as may be required to carry out the intent of the working drawings. It should include supervisory review of the work during important phases of construction to assist the owner in obtaining contractor compliance with the contract documents but does not include full time inspection checking of the contractors' declaration of completion and furnishing to the City a list of any found deficiencies and omissions for use by the owner to obtain final compliance with the contract documents.

Extra services include test borings, chemical tests, property surveys, materials testing, resident supervision, staking out of the work, "as-is" information, "as-built" drawings and operation and maintenance instructions.

Extra services shall be charged at cost when done by others or if performed by the Engineer shall be his payroll cost plus eighty-five per cent (85%) except resident supervision and staking out of the work shall be payroll cost plus 10%. "Payroll cost" includes salary cost plus direct cost associated with salaries, such as federal and state payroll taxes; workmen's compensation insurance, life, hospital and other insurance; old age pension payments; and allowance for sickness, vacation and holiday pay.

Special cases which the Engineer shall be compensated for in addition to the basic fee include major redesign or additional engineering due to causes or changes beyond the control of the engineer, supervision of cost-plus work, supervision of separate contracts beyond general, mechanical and electrical.

If any work is abandoned or suspended, in whole or in part, the engineer is to be paid only for the services rendered in connection with the project.

Fees for engineering services as set forth above may be computed by one of the following methods - basic percentage fees, cost-plus fees, lump sum fees or per diem fees.

Basic percentage fees shall apply to the cost of the work defined as the actual construction cost in place, including all equipment, material and construction labor, but excluding engineering costs, land, legal fees and financing charges.

When material or equipment (for which provisions have been made in the design by the engineer) is purchased under separate contracts, the equitable portion of the cost of such equipment should be included in the final computed cost of the work. When labor or material that is a part of the designed project is furnished by the owner below its competitive average market cost, the cost of the project shall be computed upon such average market cost.

When the drawings and specifications require extensive planning for the use of existing work or planning for future additions (which costs are not included nor represented in the base bid nor additive alternates), a reasonable estimated cost of such planned work or provisions based upon the engineers estimate, therefore, shall be included in the final computed cost of the work. The basic percentage fee shall be based on the American Society of Civil Engineers "Curve of Engineering Fees: Curve B.

Payment for work under "D" shall be made each month upon vouchers submitted in proportion to the progress of the work.

All elevation maps, records, and equipment shall be and remain the property

of the City of Lacey.

SECTION 6. This ordinance shall take effect and be in force five (5) days after its passage, approval and posting.

PASSED THIS 7<sup>th</sup> day of September, 1967.

*C. G. Homann*  
MAYOR

APPROVED AS TO FORM:

*John G. Kramer*  
City Attorney

ATTEST:

*Tom C. Bergman*  
CITY CLERK

PASSED: 9/7/67

POSTED: 9/15/67