

CRABoard Meeting

April 29-30, 2021
Olympia, Washington



2404 Chandler Court SW, Suite 240
Olympia, WA 98502
360-753-5989
www.crab.wa.gov



AGENDA
 County Road Administration Board
 April 29-30, 2021
 CRAB Office - Olympia, Washington

Thursday 1:00 pm

1 Call to Order

2 Chair's Report - Brian Stacy, PE

- A. Approve April 29-30, 2021 Agenda
- B. Approve Minutes of January 28, 2021 CRABoard Meeting
- C. Approve Minutes of March 10-11, 2021 Special CRABoard Meeting

Action	Enclosure
Action	Enclosure
Action	Enclosure

3 Rural Arterial Program - Steve Johnson, PE

- A. Asotin County Request for Waiver of Payback
- B. Program Status Report
- C. Resolution 2021-002 Apportion RATA Revenues to Regions
- D. Consideration of Available Funds for Allocation
- E. Resolution 2021-003 Allocate Estimated Revenue to Projects
- F. Project Actions Taken by Staff

Action	Enclosure
Info	Enclosure
Action	Enclosure
Info	Enclosure
Action	Enclosure
Info	Enclosure

4 Executive Director's Report - John Koster

- A. CRABoard Positions
- B. WSACE Award Nominations
- C. Legislative and Other Updates

Info	Enclosure
Info	Enclosure
Info	

5 Compliance Report - Derek Pohle, PE

Info	Enclosure
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6 Resolution 2021-004 Annual Certification - John Koster

Action	Enclosure
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7 County Ferry Capital Improvement Program - Derek Pohle, PE and Steve Johnson, PE

- A. Whatcom County Request for Call for Projects

Action	Enclosure
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8 Corrections to 2020 and 2021 MVFT Allocation Factors - Mike Clark

Action	Enclosure
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9 Deputy Director's Report - Drew Woods, PE

- A. Deputy Director's Report
- B. Current Budget Status
- C. 2021 - 2023 Budget Request

Info	Enclosure
Info	Enclosure
Info	

RECESS

6:00 pm Dinner at Red Lion

Friday 8:30 am

10 Call to Order

11 WSACE Report - Jane Wall, Managing Director

Info	
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12 Division Reports

- A. Engineering & Administrative Support - Derek Pohle, PE
- B. Information Services - Eric Hagenlock
- C. Design and UAS Systems - Brian Bailey

Info	Enclosure
Info	Enclosure
Info	Enclosure

13 Possible Executive Session - Personnel Matters

ADJOURN

Chair's Signature: _____

Attest: _____

Minutes
County Road Administration Board
January 28, 2021
CRAB Office – Olympia, Washington
Via Zoom

Member Present: Brian Stacy, PE, Pierce County Engineer, Chair

Members Present via Zoom: Rob Coffman, Lincoln County Commissioner, Vice-Chair
Lisa Janicki, Skagit County Commissioner, Second Vice-Chair
Al French, Spokane County Commissioner
Brad Peck, Franklin County Commissioner
Kathy Lambert, King County Council Member
Grant Morgan, PE, Garfield County Engineer
Mark Storey, PE, Whitman County Engineer

Staff Present: John Koster, Executive Director
Andrew Woods, PE, Deputy Director
Eric Hagenlock, Information Services Division Manager
Karen Pendleton, Executive Assistant
Rhonda Mayner, Secretary
Steve Johnson, PE, Grant Programs Manager

Staff Present via Zoom: Derek Pohle, PE, Engineering & Admin Support Manager
Brian Bailey, Design Systems and UAS Program Manager
Kathy O'Shea, Database Administrator
Angela Rice, IT Systems Administrator
Mike Clark, Road Systems Inventory Manager
Cameron Cole, GIS Administrator
Nolen Young, Web & Training Strategist
Donna Quach, Application Developer

Guests: Paul Lacy, PE, Wahkiakum County Engineer
Chad Johnson, DES, Budget Analyst
Jane Wall, WSACE Managing Director
Joe Rutan, PE, Kitsap County Engineer
Melissa Mohr, Kitsap County Public Works
Damiano Seghetti, Coffman Enterprises

CALL TO ORDER

Chair Stacy called the meeting to order at 1:00 pm. He asked all virtual participants to remain muted unless speaking.

CHAIR'S REPORT

Introduce Brad Peck

Chair Stacy introduced Commissioner Peck and welcomed him to the Board.

Approve Agenda for the January 28, 2021 Meeting

Council Member Lambert moved and Commissioner French seconded to approve the agenda as presented. **Motion passed unanimously.**

Approve Minutes of October 29, 2020 CRABoard Meeting

Commissioner French moved and Mr. Storey seconded to approve the minutes as presented. **Motion passed unanimously.**

DIRECTOR'S REPORT

Staff Updates

Mr. Koster reported that Kathy O'Shea is retiring from public service on January 31, 2021. He thanked her for her years of service to CRAB and the counties, and the Board wished her well in her retirement.

Mr. Koster introduced Angela Rice, who began at CRAB on January 18, 2021. Angela will be filling the vacancy left by Ms. O'Shea.

He noted that there is a vacancy on the CRABoard due to former Grays Harbor County Commissioner Randy Ross having lost his recent re-election bid. The WSAC Board of Directors is scheduled to appoint a new member at their meeting on February 3, 2021.

2020 Annual Report

Mr. Koster noted that the reports have been mailed to the members of the House and Senate Transportation Committees, CRABoard members and other interested parties, and posted on the CRAB website.

Director's Activities

Mr. Koster reported on his recent activities, including meetings with both the House and Senate Transportation Committee members and the Transportation Commission.

RURAL ARTERIAL PROGRAM

Program Status Report

Steve Johnson noted that 1,101 out of 1,223 projects have been completed to date. Anticipated revenue at the end of the 2019-2021 biennium is \$646,608,424. RAP expenditures to date total \$629,463,896. RAP obligations remaining are \$125,958,777, and administrative expenses remaining through the biennium are \$172,402.

Regional RAP Meetings Update

Steve Johnson reported that regional meetings were held in November and December 2020. Topics covered included funding and project status for the RAP program, RAP balance impacts and forecasts based on continued pandemic and shutdown effects, review of the 2021-2023 project arrays, a reminder that **all** active or proposed CRAB projects need to be on the county's Six Year Transportation Improvement Program (TIP) list, the Federal Lands Access Program 2020 call for projects, a review of all active projects for general status, a review of the Emergency Loan Program, and several proposed WAC changes.

At each meeting, staff presented the RAP Online reimbursement schedule modification, noting that unspent funds will no longer roll forward at the turn of the quarter and will need to be rescheduled.

Also at each meeting, Mike Clark reviewed the 2021 CAPP and MVFT revenue estimates and reminded the counties of the Mobility / GIS-Mo transition, emphasizing that CRAB staff will be ready for any technical assistance needed during the transition period.

Mr. Johnson noted that revenue has been somewhat reduced, however, many projects were also slowed down, so the RAP balance has not drawn down as far as expected. The counties were encouraged to continue project work as possible, and to close out projects that have completed construction.

Resolution 2021-001 – Apportion RATA Funds to Regions

Steve Johnson presented Resolution 2021-001 – apportion RATA funds to regions, which approves that the accrued amount of \$5,623,531 now credited to RATA in October, November and December 2020 be apportioned to the regions by the established 2019-2021 biennium regional percentages after setting aside \$209,529 for administration.

Second Vice-Chair Janicki moved and Commissioner French seconded to approve Resolution 2021-001 – Apportion Rata Funds to Regions. **Motion passed unanimously.**

Project Request Actions Taken by CRAB Staff

Steve Johnson reported that Island County's Boon Road project has been completed under estimate, which will allow a RATA fund turnback when the project is closed out.

While reviewing final paperwork for the project, county staff discovered an accounting issue that resulted in over-billing CRAB for RATA reimbursement. The county charged indirect overhead costs on top of staff labor, consultant, and construction work performed on the project. After several discussions with CRAB staff, Island County completed their review of the accounting, removed the indirect overhead costs charged on the project, and provided documentation of the corrections, which CRAB staff reviewed and acknowledged. The county then reimbursed \$203,501.21 in RATA funds, which were deposited back into the Island County Boon Road project, and will be included with the RATA fund turnback when the project is closed out.

Mr. Johnson reported that Spokane County requested a scope change for each of their remaining Bigelow Gulch projects to correct the beginning and ending mileposts for each project. Over the life of the projects and other Bigelow Gulch corridor improvements, there have been slight modifications and adjustments to their project scopes. The requested changes for these two projects will bring the RAP contracts in line with the county's Six Year TIP. The minor adjustments resulted in small changes in the overall project rating scores but did not alter the project positions in the funding arrays, and the county is not requesting additional RATA funding.

Mr. Koster sent a letter on January 8, 2021 with a contract amendment for the change in scope for each project.

Mr. Johnson noted that the following projects were dropped from the 2019–2021 RAP priority arrays, as they were not included in the counties’ 2021–2026 Six Year TIP as submitted December 31, 2020:

<u>County Name</u>	<u>Road Name</u>	<u>BMP</u>	<u>EMP</u>	<u>Cost</u>	<u>RATA Req</u>
Asotin	Grande Ronde	9.47	9.72	\$728,000	\$655,200
Asotin	Grande Ronde	9.75	10.15	\$974,000	\$876,600
Garfield	Gould City Mayview	9.43	11.12	\$1,444,000	\$1,299,600
Grays Harbor	Ocean Beach Rd	4.85	5.47	\$2,755,000	\$2,400,000

These counties were contacted in December to confirm that the projects would be removed from the arrays.

Mr. Johnson presented the revised proposed 2021-2023 arrays that the CRABoard will consider for allocating RATA funds at the April 2021 meeting.

Wahkiakum County Project Request

Steve Johnson reported that Wahkiakum County requested an additional construction time extension for the RAP funded Elochoman Valley Road and Clear Creek Fish Passage project. The project will currently lapse on April 16, 2021.

The Elochoman Valley Road 3R project was submitted for funding in August 2008, requesting \$864,000 in RATA funding. The project proposes to enhance the safety of this roadway by improving horizontal and vertical curves, strengthening the subgrade, and widening the paved section to provide 12 foot lanes. The original construction lapsing date for the original Elochoman Valley Road was April 16, 2015. An extension to April 16, 2017 requested by the county due to loss and turnover of key county staff necessary for project development was approved by the CRAB Executive Director on January 27, 2015.

The Clear Creek Fish Passage project was submitted for funding in August 2014, requesting \$500,000 in RATA funding. The project proposes to replace the poor condition Clear Creek culvert under Elochoman Valley Road with a bridge allowing improved fish passage. This project is partially funded through design by the Salmon Recovery Funding Board. Construction funds from that Board are being pursued.

Mr. Johnson noted that the two projects were combined in March 2017. The CRABoard allocated the final \$221,972 in RATA funding in April 2017, bringing the fully funded combined RATA authorization to \$1,364,000. The act of combining the two projects brought both projects into the same contract. This allowed the combined project lapsing date to remain as April 16, 2021. To date, the county has received \$232,666.24 in RATA reimbursements for design of the project.

The second lapsing date will arrive April 16, 2021 and the county has requested an additional extension. The county planned to complete the design of the project for construction in 2021.

The county's design consultant has completed the 90% design, providing a construction cost estimate that remains significantly over the available budget. The county has been pursuing additional construction funding, specifically from the Salmon Recovery Funding Board via the Recreation Conservation Office. The county also intends to modify the construction phasing to allow initial site preparation efforts using County Forces. This will help to reduce the construction contract costs. While the county pursues the additional funding and adjusts their construction plans, they acknowledge that they will not be able to meet the April 2021 construction lapsing date. In consideration of these circumstances the county requests an additional extension of construction lapsing to April 16, 2023.

Mr. Johnson noted that the CRABoard must decide whether to grant the additional time extension for the project. If the extension is not granted, Wahkiakum County will have until April 16, 2021 to bring this project to the construction phase, or withdraw the project. Withdrawal will require the payback of RATA funds.

Staff finds that the county has demonstrated intent to construct both original projects in a manner that will minimize disruption to residents and road users, and allow efficient construction; that this is the first extension request for the fish passage portion of the project; that the county is actively pursuing the additional construction funding; and that the county has submitted the request for an additional time extension in a timely manner.

An additional extension to the construction lapsing date will allow the county to retain its RATA funding while it continues to move the project to construction.

Staff recommends allowing this one-time additional construction lapsing extension of Wahkiakum County's Elochoman Valley Road and Clear Creek Fish Passage RAP project to April 16, 2023.

Mr. Johnson introduced Mr. Lacy, who presented further information to the Board.

Chair Stacy recessed the regular meeting at 1:58 pm.

PUBLIC HEARING

Chair Stacy opened the public hearing on WAC 136-500-080 at 2:00 pm.

Amend WAC 136-500-080 Emergency Loan Program

Mr. Woods reported that the proposed amendments clarify that the interest charged on a loan from the Emergency Loan Program (ELP) be calculated as simple interest; and at the previous direction of the Board, proposed language has been added to allow a participating county to request an extension of their payback period.

He reported that no comments have been received on the CR-102 filed in November 2020.

Chair Stacy opened the hearing to public comments. Hearing none, the public comment portion of the hearing was closed.

Chair Stacy closed the public hearing on WAC 136-500 at 2:08 pm.

Following questions and discussion, Mr. Storey moved and Council Member Lambert seconded to adopt the amendments to WAC 136-500-080, Emergency Loan Program (ELP), clarifying that the interest charged on a loan from the ELP be calculated as simple interest, and adding language to allow a participating county to request an extension of their payback period. **Motion passed unanimously.**

Chair Stacy reconvened the regular meeting at 2:11 pm.

Wahkiakum County Project Request continued

Following questions and discussion, Mr. Storey moved and Commissioner Peck seconded to approve an additional construction lapsing extension of Wahkiakum County's Elochoman Valley Road and Clear Creek Fish Passage RAP project to September 30, 2022. **Motion passed unanimously.**

Chair Stacy called for a brief recess.

DEPUTY DIRECTOR'S REPORT

Current Budget Status

Mr. Woods noted that the agency is in good status overall this biennium with a positive variance of approximately \$271,000. Staff plans to pre-pay software licenses for up to three years, and purchase new laptops and other hardware for the agency. He reminded the Board that any funds remaining in the RATA and CAPA accounts are returned to the counties, not to the Motor Vehicle Fund.

2019-21 Supplemental Budget / Governor's Submittal

Mr. Woods reported that the \$122,000 requested by CRAB for retirement payouts was included in the Governor's submitted budget.

2021-23 Budget / Governor's Submittal

Mr. Woods noted that all of CRAB's requests for grant programs were included in the Governor's submitted budget at the amounts requested. CRAB requested an additional \$10,000,000 for the ELP, but the Governor's submittal reduced that to \$5,000,000. He noted that there is a \$300,000 reduction in operating costs in the Governor's submittal, which is part of a statewide 3% reduction and does not just apply to CRAB.

County Engineers/Public Works Directors

Mr. Woods reported that there have been no changes since October 2020.

County Visits

Mr. Woods noted that due to COVID-19, all county contacts were by phone, email and virtual meetings.

Deputy Director's Activities

Mr. Woods reported on his activities since the October 2020 CRABoard meeting.

Chair Stacy called for a brief recess.

WSACE REPORT

Ms. Wall reported on several transportation bills currently before the legislature. She noted that there have been many bills introduced concerning Growth Management Act and Land Use reforms, and concerning carbon emissions.

She summarized House Transportation Committee Chair Jake Fey's \$26 billion transportation revenue proposal, and corresponding expenditure plans. She noted that almost \$17 billion of the revenue would be realized through an 18 cent per gallon increase in the Motor Vehicle Fuel Tax, and another \$7.5 billion through a carbon fee. She noted that the spending proposal nearly doubles the funds allotted to CRAB through RAP and CAPP over a 16 year period.

Ms. Wall also summarized Senate Transportation Chair Steve Hobbs' transportation revenue proposal, noting that his proposed fuel tax increase is only six cents per gallon. Senator Hobbs' proposal includes two separate funding scenarios, one under a "Cap and Invest"-based proposal (aka cap and trade), and the other under a "Carbon Fee"-based proposal. The full Cap and Invest proposal raises \$18.2 billion in revenue, while the full Carbon-Fee proposal raises \$19.1 billion in revenue. Both proposals span a 16 year period.

She reported that the annual WSACE Professional Development Conference has been cancelled. It will be combined with the annual WSACE Conference in June, which is still planned to be in person at this time. The annual NACE Conference in April has been changed to virtual only.

INFORMATION SERVICES DIVISION REPORT

Mr. Hagenlock reported that all major projects are within scope and on budget. Only the Office365 implementation is behind schedule due to lack of resources in systems and security, and compounded by emergent issues with interagency support. Staff has taken action to address both issues.

He noted that GIS-Mo began Go-Live activities January 11 with Kitsap County as the first to submit their 2020 road log. Walla Walla and Okanogan counties have also had their 2020 road log approved and initial route geometry evaluated for completeness. 31 of 39 counties will provide CRAB with the route geometry, greatly improving the spatial representation of county roads at the State and Federal level.

He reported that disaster recovery is potentially the most significant function of the Information Services Division. Staff has procured backup services for all data in the

Cloud, which includes periodic storage to a device completely disconnected from any agency networks. This is crucial in the event of certain types of cyberattacks such as ransomware.

Mr. Hagenlock noted that the CRAB website transfer to WaTech is complete and stable, Office 365 training and implementation planning is scheduled, and Cloud migration backup and recovery services have been procured.

He reported that the Information Services Division continues to reorganize staff duties in response to recent retirements and new hiring's. Staff professional development is encouraged and supported. System security continues to be updated and monitored regularly.

ENGINEERING AND ADMINISTRATIVE SUPPORT REPORT

Mr. Pohle noted 89 total contacts in the last quarter: 81 with counties, seven with other agencies, and one with the public.

He reported that there were no new audit issues with compliance components initiating consultative contacts, involving the road fund or road departments, in the last quarter.

Mr. Pohle noted that County Engineers' Training scheduled for December and January was postponed due to COVID-19 restrictions. He has updated the training manual for future classes.

He reported on his other activities since the October 2020 CRABoard Meeting.

COMPLIANCE REPORT

Mr. Pohle noted that Asotin, Lincoln and Pacific Counties are actively recruiting to fill vacancies in the County Engineer's position. Walt Olsen, PE is currently serving as Interim County Engineer in both Asotin and Lincoln Counties.

County Audit Reviews

	Number	Findings	Management Letters	County Road or ER&R	CRAB Follow-Up Needed
<i>Financial</i>	14	7	5	Yes	No
<i>Accountability</i>	14	1	7	Yes	No
<i>Fraud</i>	1	1	0	No	No
<i>Performance</i>	0	0	0	No	No

Mr. Pohle noted that one accountability audit finding for the road department regarded procurement: not awarding to the low bidder, not using sealed competitive formal bids, and retainage issues. One management letter for ER&R regarded rates and contingency. Neither required CRAB staff consultation following initial contact with those the counties.

December 31, 2020 Submittal Requirements

Mr. Pohle reported that all 39 counties submitted the required Six-Year Transportation Improvement Program (TIP) and Budget Analysis; Annual Construction Program; County Arterial Preservation Program (CAPP); County Budget Summary; Pavement Management System Certification for CAPP; Work Plan and Budget for Maintenance Management System (MMS); and Engineer Certification of December Forms by the due date, with the exception of one form. Also, Grays Harbor County failed to meet the bi-annual surface rating requirements of their surfaced arterials and collectors, and has committed to a performance improvement plan. CRAB staff will report on the county's status at the April 2021 CRABoard meeting.

All forms have been reviewed and accepted, and all 39 counties are in reasonable compliance for submittal.

Cooperative Procedures for Processing of County Road Accident Reports

All counties are required by WAC 136-28 to have responded to/processed at least 90% of the county road collision reports submitted to them for coding by December 31 of each calendar year. For 2020, 37 of 39 counties were compliant as required with the two remaining counties being very close to compliance and considered to be in reasonable compliance. One issue with the WSDOT system concerns how the program reacts to a "Not My Jurisdiction" response from the county.

Mr. Pohle certified that he has reviewed all of the above compliance reporting with Deputy Director Woods.

DESIGN SYSTEMS AND UAS PROGRAM REPORT

Design Systems

Mr. Bailey noted that no in-person learning has been delivered or scheduled for last quarter and this upcoming quarter due to lingering COVID concerns and restrictions.

He reported that in the Pinnacle Series Learning Management System, CRAB has completed and uploaded 16 new assets and one learning path. The platform has 739 registered users and has had 204 unique active logins since October 2020. Users have accessed 1,098 unique assets and 530 learning path courses. Of the assets accessed, 278 were CRAB's custom content in support of GIS-Mo and RAP Online. Using imputed averages for assets and courses, CRAB provided approximately 357 person hours of training.

Mr. Bailey issued a survey in early January to solicit feedback on Pinnacle's content and usability. Staff is currently working with the county user administrators to encourage more response, and will be compiling the results and developing an action plan to address comments and make improvements.

He noted that CRAB staff elected to cancel the 2021 Road Design Conference in March. Based on the current COVID status and anticipated vaccination schedule, it was felt that it would not be well attended, and possibly not allowed under COVID restrictions. Campbell's Resort at Lake Chelan allowed staff to cancel the 2020 and

2021 conferences at no cost despite signed contracts, in return for booking the 2022 and 2023 conferences with them.

UAS Program

Mr. Bailey reported on FAA rule changes for line-of-sight UAV operation announced on December 28. A positive outcome is the relaxation of rules against night operation and operating above people and moving vehicles. The new rules allow these operations without a waiver for four categories of UAV's, define the inspection and certification regimes for both aircraft and pilot, and stipulate that operators must have their certificate and ID on their person while flying.

The rule changes also impose the requirement for "Remote ID". Certain UAV's will be required to carry a system that transmits identification messages directly from the aircraft, including such data as serial number, location and speed of the UAV and the location of the operator. The rules speculate that this would likely be done over WiFi or Bluetooth, and would need to be receivable with personal wireless devices. The exact technical implementation of these rules is left to manufacturers, who have until July 2023 to design systems, submit them for certification, and build them into the aircraft. Operators have an additional year to begin using the Remote ID UAV's.

Mr. Bailey noted that for CRAB and the counties, these rule changes present a great opportunity to expand the ability to easily collect data remotely. As a result of these changes, CRAB staff will be aggressively pursuing upcoming grants from the Washington Traffic Safety Commission to evaluate UAV hardware and software in the accurate collection, dissemination and recording of data related to county roads.

EXECUTIVE DIRECTOR RECRUITMENT PROCESS

Chair Stacy reviewed the potential schedule for next steps. He noted that applications close on January 31, 2021. The Board agreed that Chair Stacy, Vice-Chair Coffman and Second Vice-Chair Janicki will review all applications and report back to the full Board. If they are confident in moving forward with interviews, Ms. Pendleton will then secure a venue, schedule interviews and announce a Special Board Meeting with the Code Reviser's Office. If they are not confident, they will extend the application deadline.

Meeting adjourned by Chair Stacy at 4:50 pm.

Chair

Attest

Special CRABoard Meeting

March 10-11, 2021

Suncadia Lodge - Cle Elum, Washington

MEMBERS PRESENT

Chair: Brian Stacy, PE, Pierce County Engineer

Vice Chair: Rob Coffman, Lincoln County Commissioner

Second Vice Chair: Lisa Janicki, Skagit County Commissioner

Mark Storey, PE, Whitman County Engineer

Grant Morgan, PE, Garfield County Engineer

Brad Peck, Franklin County Commissioner

Gary Stamper, Lewis County Commissioner

Kathy Lambert, King County Council Member

MEMBERS ABSENT

Al French, Spokane County Commissioner

STAFF PRESENT

Karen Pendleton, Executive Assistant

CALL TO ORDER

Chair Stacy called to order the first day of Special CRABoard Meeting at 12:45 pm, March 10, 2021 at the Suncadia Lodge in Cle Elum, Washington.

APPROVE MARCH 10-11, 2021 SPECIAL CRABOARD MEETING AGENDA

Vice Chair Coffman moved and Mr. Storey seconded to approve the agenda.

Motion carried.

INTERVIEW QUESTIONS

The Board discussed questions to be asked during the upcoming interviews, and tabled the reference check issue until later in the meeting.

EXECUTIVE SESSION

At 12:55 pm Vice Chair Coffman moved and Mr. Storey seconded, pursuant to RCW 42.30, to move to Executive Session to conduct interviews for the CRAB Executive Director. The Executive Session would last until approximately 5:00 PM.

Motion carried.

At 4:43 pm Mr. Storey moved and Vice Chair Coffman seconded to close the Executive Session. **Motion carried.**

Chair Stacy recessed the Special CRABoard meeting until 8:45 am Thursday, March 11, 2021.

CALL TO ORDER

Vice-Chair Coffman opened the second day of the Special CRABoard meeting at 8:45 am on Thursday, March 11, 2021 announcing that Chair Stacy and Commissioner Peck would be participating via conference call due to possible COVID exposure.

EXECUTIVE SESSION

At 9:00 am Mr. Storey moved and Council Member Lambert seconded, pursuant to RCW 42.30, to move to Executive Session to conduct interviews for the CRAB Executive Director. The Executive Session would last until approximately 2:00 pm and they would work through lunch. **Motion carried.**

At 1:34 pm the Board recessed Executive Session and returned to Special Session.

Mr. Storey moved and Commissioner Peck seconded to extend the offer of Executive Director to Jane Wall. **Motion passed unanimously.**

Vice-Chair Coffman adjourned the meeting at 1:37 pm.

Chair: _____

Attest: _____

WAIVER OF PAYBACK OF EXPENDED RATA FUNDS

SNAKE RIVER ROAD, MP 19.00 to MP 21.97

RAP PROJECT NUMBER 0209-03

ASOTIN COUNTY

I. Nature of Request:

Asotin County has requested, per their letter dated April 12, 2021, that the CRABoard waive reimbursement of an estimated \$1,126,960 of expended RATA funds used for their withdrawn Snake River Road project. The county has used an actual total of \$1,122,461.87 in RATA funds for design and construction preparation to date and is requesting to waive the payback of the full amount. Waiver of payback of RATA funds must be considered by the CRABoard per WAC 136-167-030.

According to CRABoard Resolution 2015-02, the director or designee is given authority for approval of withdrawals and terminations as set forth in WAC 136-167 except that waiving of a required RATA reimbursement for such projects shall remain with the CRABoard.

II. Guidelines for consideration of waiver requests:

A. WAC 136-167-030, Termination of approved project after RATA reimbursement.

‘...(2) If a county terminates an uncompleted RATA funded project for which RATA reimbursement has been made, for other than an unanticipated scope change, and does not want to be required to repay the county road administration board for all RATA funds received, a letter of request signed by the chair of the board of county commissioners or the county executive as appropriate must be sent to the county road administration board. The request must include:

- (a) An explanation of the reasons that the project will not proceed to completion;
- (b) A statement of the amount of RATA funds which the county does not want to repay; and
- (c) An explanation of why the county believes full repayment should not be made.

If the county road administration board grants the request, the county shall repay all RATA funds not exempted from repayment, the CRAB/county contract will be amended, and the remaining RATA funds will be allocated to other projects within the region. If the county road administration board denies the request, full repayment shall be made as provided in subsection (1) of this section...’

B. The CRABoard, at its January 2002 meeting, determined the following:

“After discussion, the Board determined that generally, payback of all project related costs, including design, right of way and construction are eligible to be waived by the CRABoard, and that the CRABoard will continue to consider each waiver request on a case-by-case basis. The CRABoard directed staff to develop a waiver of payback request form for counties to use.”

III. Funding and expenditure:

The subject contract began as two separate projects along the Snake River Road.

Snake River Road MP 19.00 to MP 20.55 Reconstruction Project, contract number 0205-01, was originally executed in May 2005, and amended in August 2008, updating the project limits to exclude the Fishers Gulch Bridge (MP 19.61 – MP 19.63). This bridge was replaced separately as Emergency Project 0209-01. The original Snake River Road project was estimated to cost \$1,526,000; and requested \$1,373,000 in RATA funds.

Snake River Road MP 20.55 to MP 21.97 Reconstruction Project, contract number 0209-02, was originally executed in May 2009. This project was estimated to cost \$2,666,600; and requested \$2,399,940 in RATA funds.

The projects were combined into the current contract, executed in November 2010. The combined project estimated original costs add up to \$4,192,600; with a total request of \$3,772,940 in RATA funds. The latest contract amendment, bringing the project to full RATA request authorization, was executed in May 2015.

The county has expended \$1,122,461.87 RATA funds for design of the project, submitting 84 requests for reimbursement from September 2006, through current.

IV. Project Development:

A. Cultural Resource Delays:

Snake River Road is in an area with known potential for tribal cultural sites. Asotin County included the Nez Perce Tribe in project meetings from the beginning of the project. The attached Request for Termination letter from Asotin County outlines several steps that were taken along the way that resulted in significant project delays, but ultimately resulted in the development of a Memorandum of Agreement, signed in December of 2020. The MOA has a duration of five years from execution.

B. Additional Environmental Requirements:

The Washington Department of Ecology's Shoreline Master Program (SMP) for Asotin County was made effective on March 9th, 2017. The implementation of this Program established local land-use policies and regulations that protect natural resources, provide for public access to public waters and shores, and includes requirements to mitigate for shoreline riparian impacts. These additional permit and mitigation requirements have resulted in project delays and increased costs.

As stated in the Request for Termination letter from Asotin County, two of the early environmental documents have expired due to the long duration of this project. Both of these studies have since been amended and are now valid through 2025.

C. Funding of Project:

The original cost estimates for this project were prepared between 12 and 16 years ago. Based on the original estimates, the project secured a total of \$3,772,940 in RATA funding. The most recent project construction estimate has revealed a funding

shortage of \$4,395,176. At this time, Asotin County has not secured the additional funding necessary to meet this shortfall.

The increase of cost can be assigned primarily to inflation over the long time delay, and also to specific site constraints that require a significant amount of wall construction.

D. Project Status:

The project has been designed to the 90% stage. Asotin County intends to continue pursuing the cultural resource requirements and permitting in order to establish an achievable timeline for construction. The County has also indicated the intention to resubmit this project under future RATA funding opportunities. If the project can be adequately funded, retain cultural resource approval for the timeline necessary, and obtain permits with sufficient time to enable construction, then the County can successfully complete the project.

V. Request Details:

Since the project has been significantly delayed due to reasons including cultural preservation and environmental permitting, the project is now expected to cost far more than originally estimated. Although the County has continued to make progress on both the design, and seeking agreement on cultural preservation, the available RAP contract time to reach construction has run out. Asotin County has therefore withdrawn the project and is seeking a waiver of \$1,122,461.87 of the RATA funds it has expended. The county has committed to continuing this project, requesting future RAP funding and aims to construct the project within the MOA and permitting timelines.

VI. Staff Finding and Recommendation:

Staff finds that:

- The county has explained the significant timing delays of this project.
- The County has detailed the increased cost of this project.
- The county has submitted a request for waiver of payback in a timely manner, meeting the conditions listed in WAC 136-167-030 (2); a, b and c above.
- The county has adequately defined the costs it incurred to develop this project. A brief summary of these costs is attached, showing the total expenses, alongside the amounts reimbursed with RATA funds.
- The already expended RATA costs of \$1,122,461.87 appear to be usable on a future replacement project, assuming that the project can reach construction within the timelines of the cultural resource agreement and permitting.
- The county has provided written assurance that they are committed to finishing this project, and plan to resubmit the project for future RAP funding.
- The recently approved cultural resource Memorandum Of Agreement has a duration of five years from date of execution of the agreement.
- Pending environmental permit expiration dates are expected to have a similar duration for construction.
- The CRABoard has conditioned approval of past waiver of payback amounts upon items of the prospectus that were constructed, or in the event that none were built, on

assurances that a project similar to the prospectus will be advanced by the county in the near future.

Staff recommends that the request for the waiver of payback of \$1,122,461.87 in expended RATA funds used for the withdrawn Snake River Road project be approved, on the condition that Asotin County commences all phases of construction no later than:

Option 1: December 31st, 2025 – this is the date that the MOA with the Nez Perce Tribe expires, and the environmental permits are expected to expire.

Option 2: April 2027 – This will be the date that all phases of construction must commence if Asotin County receives funding from the next RAP call for projects.

If Asotin County does not commence construction on all phases by the date selected by the CRABoard, the County shall pay back all of the expended RATA funds.



Asotin County
PUBLIC WORKS DEPARTMENT
P.O. Box 160
Asotin, Washington 99402-0160
Phone: (509) 243-2074
Fax: (509) 243-2003

County Roads
Solid Waste Department

April 12, 2021

Mr. John Koster, CRAB Executive Director
County Road Administration Board (CRAB)
2404 Chandler Court SW, Suite 240
Olympia, WA 98504-0913

RE: Request for Termination of Approved Project after RATA Reimbursement¹ for the Snake River Road M.P. 19.00 to M.P. 21.97, RAP Project No. 0209-03, CRP 239 / 253

Dear Mr. Koster:
Greetings from Asotin County.

The following narrative provides the reasoning and documentation for the referenced request.

BACKGROUND:

The funding for the referenced project was approved in April 2009. The preliminary engineering phase began right after the funding was approved. During the initial project meetings, which included discussing archaeological issues with the Nez Perce Tribe (NPT), it appeared as though the project would proceed in a timely manner. However, in 2013 the Nez Perce Tribe began changing what they wanted included in the preliminary engineering portion of the project. Some of these changes consisted of the NPT initially requesting archaeological testing ... then they did not want archaeological testing. As the project progressed the NPT, for reasons unknown to the County at the time, unilaterally decided not to attend project progress meetings that had been mutually agreed upon. As the project marched on NPT finally objected to the project in its entirety.

Through archaeological surveys conducted by our sub-consultant, ICF, it was determined that the project would adversely affect NPT cultural sites located along the project rout. Upon discovery of the aforementioned impacts a *Memorandum of Agreement* (MOA) was developed (see attached MOA). After the MOA was developed the NPT refused to sign it and requested, in exchange for their signature, that the County rout all SEPA exempt developments (e.g., *private housing, commercial, etc.*), proposed along Snake River and submitted to the County for review and approval to be routed to NPT's review team as part of the County's review / approval process. The County's position / response, to the aforementioned NPT request, was that since we are in compliance with WA State law requirements² we did not want to add another layer of review / approval and thus time and cost to these smaller SEPA "exempt" developments. This disagreement between the County and the NPT seemed to be a point of contention to the end that the NPT refused to sign the MOA.

¹ WAC 136-167-030 (3)

² Asotin County's Zoning Code (chapter 17) allows for exemptions from SEPA requirements for smaller developments. The County's Zoning Code mirror RCW 43.21 and WAC 197-11-904. Asotin's Zoning Code complies with current WA State requirements.

RE: Request for Termination of Approved Project after RATA Reimbursement for the Snake River Road M.P. 19.00 to M.P. 21.97, RAP Project No. 0209-03, CRP 239/253

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Moving forward from this impasse we were recently advised by the FHWA that they plan to advance this project now that we have received approval / signature from the Washington State Historic Preservation Office, Dr. Allyson Brooks, to the MOA (see attached signed MOA). Additionally, Asotin County's Board representative for this project, Chris Seubert, will finalize the MOA with his signature on this agreement.

PROJECT SUMMARY

The project consists of the redesign, re-alignment and reconstruction of a portion of Snake River Road. The road, from mile-post (M.P.) 19.00 to M.P. 21.97, is currently narrow is poorly aligned and has a gravel surface.

The design and reconstruction of this roadway section includes realignment of the roadway; improving the existing drainage; installing additional guardrails / improving road safety conditions and BST surfacing.

The construction will involve earthwork and retaining wall construction in confined areas that are culturally sensitive. Substantial consideration of environmental and cultural resource issues has been necessary for this project in order to comply with FHWA requirements. Snake River road serves as the only vehicle access for areas to the south and therefore significant consideration of traffic control is also necessary.

CURRENT PROJECT FUNDING SUMMARY:

CRP 239 extends from Mile Post (MP) 19.00 to 20.55 and consists of 1.55 miles. The original prospectus for CRP 239 was submitted in August 2008 with funding approved in April 2009. The original funding was \$1,373,000 of RAP with \$137,300 of local funds, \$151,000 in STP funds with \$20,385.00 of local funds for a total of \$1,681,685.

CRP 253 extends from Mile Post (MP) 20.55 to 21.97 and consists of 1.42 miles. The original prospectus for CRP 253 was submitted in August 2008 with funding approved in April 2009. The original funding summary includes \$1,422,000 of RAP with \$142,200 of local funds, \$102,617 in STP funds with \$13,383 of local funds for a total of \$1,680,200.

The two projects were combined into one with CRAB's approval in November 2010. The RAP funding total of the combined project was \$2,795,000. CRAB provided additional funding for the project in May of 2015 bringing the RAP funding total to \$3,772,940.

The projects were initially funded in 2009. The Six Year Plan for 2009 projected construction would start in / around 2012. As you know construction has not started yet. The largest delay in putting the project out for bid was caused by alignment selection & design to accommodate cultural resource issues and the reduction of impacts to adjoining properties.

Remaining funding for the project.

RATA	\$2,715,295
<u>Asotin County Funds</u>	<u>\$ 271,529</u>
Total Funds Remaining	\$2,986,824

RE: Request for Termination of Approved Project after RATA Reimbursement for the Snake River Road M.P. 19.00 to M.P. 21.97, RAP Project No. 0209-03, CRP 239/253

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<u>Estimated REVISED (see attached) Total Project Construction Cost:</u>	<u>\$7,382,000</u>
Current Funding Shortage:	\$4,395,176

Asotin County recognizes that because of delays, as described previously, and continuing inflation costs which has caused a large funding gap that we will be unable to complete this project as originally planned. The County also does not have the funds to repay the current RATA expenditures within sixty days.

WAC 136-167-030 (3) EXPLANATION

As described in the BACKGROUND section of this letter the project encountered unanticipated environmental and / or cultural resource issues that were identified in an environmental or cultural resource discipline report³ that is typically not normally completed before the final prospectus submittal.

Unanticipated Environmental Elements

Asotin County had been managing this project when it was initiated in 2009. On April 8th of 2013 the County signed a *Local Agency Standard Consultant Agreement* with Murraysmith to provide engineering services for this project. When Murraysmith was brought on board in 2013, the Washington Department of Ecology's Shoreline Mater Program (SMP) had not been implemented yet. The SMP for Asotin County was made effective on March 9th, 2017. The SMP established local land-use policies and regulations that guide use of Washington shorelines. They protect natural resources for future generations, provide for public access to public waters and shores, and plan for water-dependent uses. Also, the SMP includes requirements to mitigate for shoreline riparian impacts. Essentially trees and shrubs that are impacted need to be mitigated for at SMP-prescribed mitigation ratios to ensure survivability. Applying for either a Substantial Use Permit or a Conditional Use Permit and developing and implementing a mitigation plan were unanticipated environmental elements associated with this project. These requirements have caused both project delays and increased costs.

Additionally, the original environmental documentation and reporting that was performed early on in the project development was only valid for permitting purposes for five years from the date of study. With that, the environmental documentation and reporting for the following items was only valid through the dates shown below:

- Wetlands delineation valid until November 2018
- Habitat and terrestrial survey valid until May 2019

Related to the cultural resource delays described below, the Nez Perce Tribe's request for a corridor-wide ethnographic study resulted in the 5-year window for these studies to expire. As these items are required as part of WSDOT's Categorical Exclusion process, additional effort was required to perform a windshield survey and prepared updated reports. This has resulted in both project delays and increased costs.

Finally, many of the environmental requirements are tied to the Section 106 cultural requirements. For example, WSDOT's NEPA process cannot be finalized until Section 106 requirements are finalized.

³ A copy of the communications with the NPT report can be made available as needed to document these occurrences

Any delays associated with completing the Section 106 requirements also impacted the schedule for completing the environmental requirements. This resulted in project delays and increased costs.

Cultural Resource Delays

As part of the Section 106 requirements, initial efforts to consult with the Nez Perce Tribe were made in the fall of 2013. The Tribe was engaged with the development of the Area of Potential Effect (APE) as the team finalized the 30% design in October of 2013. After the 30% submittal, ICF began cultural field work that included pedestrian surveys and shovel probes along with formal reporting of the findings. The results of the findings required design modifications to minimize the project footprint, avoid impacts to Traditional Cultural Properties, and decrease the amount of excavation in favor of embankment. Additionally, results from the cultural field work and reporting required the APE to be revised in April of 2014 to further encompass the extents of Traditional Cultural Properties.

As the 60% design package was finalized in September of 2015, a meeting was arranged with Nez Perce Tribe representatives to present the project to the Tribe and describe how their input had been incorporated into the current design. The team described the various measures that were implemented to reduce the project footprint, impacts to Traditional Cultural Properties, and generally minimize impacts to the project corridor. Prior to that meeting in October of 2015, the Tribe requested funding to perform an ethnographic study of the entire Snake River Corridor. The Tribe requested an update regarding their request for funding to complete an ethnographic study. The Tribe stood firm that they would need the ethnographic study to occur as part of the pre-project documentation, not as mitigation for the project's effects. The Tribe was not willing to discuss the terms of a Memorandum of Agreement (MOA) until the study was complete. At the time the Tribe estimated the ethnographic study would likely take around 6-12 months to complete.

From our records, the Tribe completed the ethnographic study and provided it to the County in the July to August 2017 timeframe. Per guidance from the WDOT Local Programs Engineer (Roger Arms at the time), advancing the design and permitting efforts was not recommended until the Tribe completed their ethnographic study. This essentially resulted in nearly a two-year delay.

Once the Tribe agreed to provide the ethnographic study to WSDOT to help inform the preparation of the MOA (again, another delay associated with developing a Nondisclosure and Confidentiality Agreement for those individuals to sign), the WSDOT archaeologist (Trent deBoer) and Tait Elder, from ICF, began developing the MOA and archaeological discovery protocol. Negotiations with the Tribe on the terms of the MOA were ongoing until the MOA was finalized and routed for signature in December of 2020. Required signatures were obtained this year. Throughout this process, the Tribe was at times non-responsive and did not show up to scheduled meetings to discuss the terms of the MOA.

Delays and Cost Increases Caused by Geometry Alignment Changes

For some background, prior bids received for the Snake River Road MP 5.78 to MP 6.39 project included much higher wall costs than anticipated. This was after our consultant, Murraysmith, had completed significant outreach to the contractor community to establish estimated wall costs. Once these bids were received contractor prices were much higher than anticipated given the constrained corridor, proximity to the river, etc. The aforementioned is based upon feedback received from the various bidders. With that information received, Murraysmith factored this new / updated information

into the estimated wall costs for the MP 19.00 to MP 21.97 project. The higher than anticipated wall costs were essentially what prevented the MP 5.78 to MP 6.39 project from being awarded for construction. Therefore, we want to avoid that situation from happening again.

Murraysmith recently provided updated retaining wall costs (see attached UPDATED estimate) as there were modifications made after the 60% plans were completed that were not accurately reflected in the draft version of the 90% cost estimate. The overall wall costs increased from approximately \$485,000.00 to \$1,272,000. This cost increase is mostly attributed to a fairly significant soil nail cut wall that is required in a particularly challenging stretch of Snake River Road that needs to be lowered due to the substandard vertical crest curve because raising the road is not feasible due to the extremely steep / near vertical drop on the river side of the road. We have included a few pictures to illustrate this point for your reference.



If you have ever driven this stretch of existing roadway it is one of the “scarier” stretches along this corridor.

RE: Request for Termination of Approved Project after RATA Reimbursement for the Snake River Road M.P. 19.00 to M.P. 21.97, RAP Project No. 0209-03, CRP 239/253

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PURPOSE OF LETTER REQUEST

Asotin County is requesting that the County Road Administration Board (CRAB) “*Terminate the approved project after RATA reimbursement*” per WAC 136-167-030 and as described in this letter. However, as stated in WAC 136-167-030 (3) “*a county may voluntarily withdraw the project and resubmit a revised project during a later RAP cycle.*” Therefore, we are requesting permission to terminating the current funding / reimbursement portion currently in place with CRAB because of the above described funding shortfall which resulted from reasons described in this letter. However, Asotin County is committed to finishing this project and we plan to re-submit a REVISED project at the next RAP call for projects.

As part of this letter request, which includes our future commitment to finish the project, per WAC 136-167-030 (2) (b) Asotin County is requesting a “*waiver of payback*” that will not require the County to repay the RATA reimbursed funds estimated at **\$1,126,960.00** from monies CRAB has either reimbursed or will reimburse the County thru April 12, 2021 to cover preliminary engineering work.

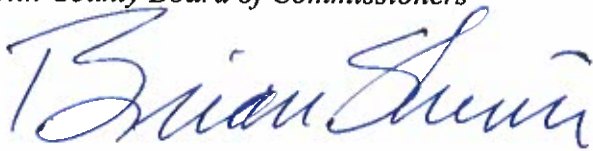
SUMMARY / MOVING FORWARD

The County wants to assure CRAB that we are committed to finishing this project and plan to resubmit this project, pending the approval of the above described request, for future RAP funding to cover the shortage in the next call for project funding.

To demonstrate our commitment to finishing this project please find included a table titled “*Design & Permitting Update for the Snake River Road Project – M.P. 19.00 to M.P. 21.97 / RAP Project No. 0209-03 / CR 239 / 253.*” This table summarizes the design & permitting work effort on this project to date. To construct this project, within the recently approved MOA expiration timeline and pending environmental permit expiration dates, Asotin County plans to continue funding, out of the County’s pocket, the completion of all environmental permits ... estimated to cost the County \$67,157.79. By completing all environmental permitting and having reached a definitive point in the design of this project ... with the successful approval of future RAP funding we anticipate being able to construct this project with the aforementioned agreement and permit time-lines.

We appreciate your attention to this matter, and your support of this project as essential to Asotin County. Please contact us with any questions.

Sincerely,
Asotin County Board of Commissioners



Brian Shinn, Chairman

cc: Steve Johnson, PE, CRAB
Asotin County Board of Commissioners
Project files

**REQUEST FOR WAIVER OF PAYBACK OF USED RATA FUNDS
AFTER PROJECT TERMINATION**

COUNTY ROAD ADMINISTRATION BOARD - WAC 136-167-030

Insert Information in shaded areas.

The RATA funded project specified below:

COUNTY: Asotin

ROAD NAME: Snake River Road

RAP PROJ NO. 0209-03

BEGIN M.P. 19.00

END M.P. 21.97

RATA approved: 2,795,000.00

Project RATA funds received by the County: 1,126,960.00 (A)

will not proceed to completion for the following reasons:

See letter dated 12 April 2021 for full description of conditions

(attach additional sheets if necessary)

Within sixty days of written acknowledgment of this letter by the CRABoard, the county will pay back all expended RATA funds listed in line (B). _____ (B)

The county requests however, that it not be required to pay back amounts listed in line (C) for the following reasons:

See letter dated 12 April 2021 for full description of conditions

(Include items of design and construction accomplished, and associated cost breakdown. Attach additional sheets if necessary)

RATA funds the county is requesting not be paid back. 1,126,960.00 (C)

Project termination and waiver request submitted by:

 on: 4/15/21
Commissioner/Executive Signature date

If the county road administration board grants the request, the county shall repay all RATA funds not exempted from repayment, the CRAB/County contract will be amended, and the remaining RATA funds will be allocated to other projects within the region. If the county road administration board denies the request, full repayment shall be made as provided in subsection (1) of WAC 136-167-030.

**MEMORANDUM OF AGREEMENT
AMONG THE FEDERAL HIGHWAY ADMINISTRATION, THE DEPARTMENT OF
ARCHAEOLOGY AND HISTORIC PRESERVATION, THE WASHINGTON STATE
DEPARTMENT OF TRANSPORTATION, THE NEZ PERCE TRIBE, AND ASOTIN COUNTY
EXECUTED PURSUANT TO 36 CFR 800.6(b)(iv) REGARDING THE SNAKE RIVER ROAD
PROJECT MILEPOST 19.00 TO 21.97, ASOTIN COUNTY, WASHINGTON**

WHEREAS, the U.S. Department of Transportation, Federal Highway Administration (FHWA) has determined that Asotin County's Snake River Road Project Milepost 19.00 to 21.97 (Project) will have an adverse effect on Site 45AS44, and has consulted with the Washington State Historic Preservation Officer (SHPO), in accordance with Section 106 of the National Historic Preservation Act (16 U.S.C. § 470), and its implementing regulations 36 CFR Part 800; and

WHEREAS the cultural resources assessments conducted for the Project identified precontact archaeological Site 45AS44 within the Project's area of potential effects; and

WHEREAS the Washington State Department of Transportation (WSDOT), on behalf of the FHWA, determined that Site 45AS44 is eligible for listing in the National Register of Historic Properties; and

WHEREAS the adverse effect is the placement of road fill and excavation associated with forming the drainage ditch, installing driveway culverts, and embankment benching within the known limits of Site 45AS44; and

WHEREAS WSDOT has invited the Nez Perce Tribe (TRIBE) to participate in the development of this Memorandum of Agreement; and

WHEREAS pursuant to 36 CFR 800.6(c)(2) FHWA has invited WSDOT and Asotin County (COUNTY) to sign this Memorandum of Agreement (MOA); and

WHEREAS in accordance with 36 CFR Section 800.6(a)(1), WSDOT, on behalf of the FHWA, has notified the Advisory Council on Historic Preservation (COUNCIL) of its adverse effect determination, and the COUNCIL has chosen not to participate in the consultation pursuant to 36 CFR Section 800.6(a)(1)(iii);

NOW, THEREFORE, FHWA, SHPO, WSDOT, TRIBE, and the COUNTY agree that upon FHWA's decision to proceed with the Project, FHWA shall ensure that the following stipulations are implemented in order to take into account the adverse effect of the Project on historic properties, and that these stipulations shall govern the Project and all of its parts until this MOA expires or is terminated.

I. STIPULATIONS

FHWA shall ensure that the following measures are carried out:

1. An archaeological monitoring plan will be prepared to address the monitoring methods that will be followed by a professional archaeologist during the Project's ground disturbing construction activities within the recorded boundaries of Site 45AS44. The plan will address avoidance measures to protect Site 45AS44 during construction and will include protocols to follow if unanticipated discoveries are made during construction. The monitoring plan will be provided to the consulting parties for review and comment, and must be approved by the DAHP before construction begins.
2. The COUNTY will bear the cost of stipulations 1.

II. DISPUTE RESOLUTION

Should any party to this agreement object at any time to any actions proposed or the manner in which the terms of the MOA are implemented, FHWA shall consult with the objecting party(ies) to resolve the objection. If FHWA determines, within 30 days, that such objections cannot be resolved, FHWA shall:

1. Forward all documentation relevant to the dispute to the COUNCIL in accordance with 36 CFR Section 800.2(b)(2). Upon receipt of adequate documentation, the COUNCIL shall review and advise FHWA on the resolution of the objection within 30 days. Any comment provided by the COUNCIL, and all comments from parties to the MOA, will be taken into account by FHWA in reaching a final decision regarding the dispute.
2. If the COUNCIL does not provide comments regarding the dispute within 30 days after receipt of adequate documentation, FHWA will give consideration to comments from the parties to the MOA and make a final decision.
3. FHWA's responsibilities to carry out all other actions subject to the terms of this MOA that are not subject of the dispute will remain unchanged. FHWA will notify all parties of its decision in writing before implementing that disputed portion of the Project. FHWA's decision will be final.

III. AMENDMENTS, TERMINATION AND NONCOMPLIANCE

If any signatory to this MOA determines that its terms will not or cannot be carried out or that an amendment to its terms must be made, that party shall immediately consult with the other parties to develop an amendment to this MOA pursuant to 36 CFR 800.6(c)(7) and 800.6(c)(8). The amendment will be effective on the date a copy is signed by all of the original signatories and is filed with the COUNCIL. If a MOA is not amended following the consultation set out in accordance with Dispute Resolution, it may be terminated by any signatory. Within 30 days following termination, FHWA shall notify the signatories if it will initiate consultation to execute an MOA with the signatories under 36 CFR 800.6(a)(1) or request the comments of the COUNCIL under 36 CFR 800.7(a) and proceed accordingly.

IV. DURATION

The MOA will take effect immediately upon execution by the Signatory Parties. The terms of this MOA shall be satisfactorily fulfilled within five years following the date of execution. Prior to such time, FHWA may consult with SHPO to reconsider the terms of the agreement and propose its amendment in accordance with Section III above. Unless terminated pursuant to Section III, this MOA will be in effect until FHWA, in consultation with SHPO, determines that all of its terms have been satisfactorily fulfilled.

V. EXECUTION OF AGREEMENT

Execution and implementation of the terms of this Memorandum of Agreement by FHWA, SHPO, WSDOT, TRIBE, and COUNTY serves as evidence that FHWA has afforded the COUNCIL and all concerned parties the opportunity to comment on the project and the effects on historic properties, and that FHWA has taken into account the effects of the Project on Site 45AS44 and has satisfied the requirements of Section 106 of the National Historic Preservation Act (16 U.S.C. 470 (f)).

DESIGN & PERMITTING UPDATE for the SNAKE RIVER ROAD PROJECT - M.P. 19.00 to M.P. 21.97 / RAP Project No. 0209-03 / CRP 239 / 253

TASK	TASK NAME	ESTIMATED % COMPLETE	ESTIMATED COMPLETION DATE	ESTIMATED PERMIT EXPIRATION DATE *	APPROVAL AGENCY *	REMAINING CONTRACT BALANCE
201	Project Management	90%	TBD	NA	NA	\$ 107.46
202	Additional PDT Meetings - No Change	15%	TBD	NA	NA	\$ 11,904.70
203	Site Survey and Mapping	100%	Complete	NA	NA	\$ (7,173.26)
Subtotal:						\$ 4,838.90
ENVIRONMENTAL						
204	Environmental Review	85%	Dec. 2021	NA		\$ 21,664.44
	Wetlands and OHWM Delineations	100%	Complete	2025	NA	
	Floristic Surveys	100%	Complete	2025	NA	
	Habitat Assessment Report and Terrestrial Wildlife Survey	100%	Complete	2025	NA	
	No Effect Letter Revisions	85%	July 2021	NA	WSDOT	
	NEPA CE Documentation Form - Additional Effort	75%	Dec. 2021	NA	WSDOT	
209	Environmental Permit Applications and Acquisition **	75%	Dec. 2021	NA		\$ 45,493.35
	ARPA Application	90%	July 2021	NA	USACE	
	JARPA (Joint Aquatic Resources Permit Application) Permitting	90%	Dec. 2021	5 years after issue	USACE	
	Shoreline Permit Application and Mitigation Plan	5%	Dec. 2021	NA	Wash. DOE	
	Asotin County Stormwater Management Permit	50%	Dec. 2021	NA	Asotin County	
ENVIRONMENTAL Subtotal:						\$ 67,157.79
205	Cultural Resources Consultation	95%	June 2021	NA	FHWA/ SHPO	\$ (27,384.10)
206	Additional Cultural Resource	95%	June 2021	NA	FHWA/ SHPO	
CULTURAL RESOURCE Subtotal:						\$ (27,384.10)
207	PUBLIC INVOLVEMENT	0%		NA	NA	\$ 11,593.20
PUBLIC INVOLVEMENT Subtotal:						\$ 11,593.20
CONSTRUCTION PLAN DESIGN COMPONENTS						
210	Property and Right-of -Way Acquisiton **	20%	Feb. 2022	NA	BLM	\$ 66,047.32
211	Final Design (60 Percent, 90 Percent and Final)	80%	Oct. 2021	NA	NA	\$ 61,039.01
212	Geotechnical Investigation	90%	Oct. 2021	NA	NA	\$ 2,718.16
213	Utility Coordination	25%	Oct. 2021	NA	NA	\$ 13,023.23
214	Retaining Wall Design	15%	Oct. 2021	NA	NA	\$ 96,853.55
215	Bid and Award Support Services - No Change	0%	TBD	NA	NA	\$ 9,392.00
216	Construction Engineering Services	0%	TBD	NA	NA	\$ -
CONSTRUCTION PLAN DESIGN COMPONENTS Subtotal:						\$ 249,073.27
208	Alternative Analysis & Concept	100%	NA	NA	NA	\$ (29,827.24)
GRAND TOTAL ***:						\$ 275,451.82

NOTES	
1	* => IF APPLICABLE
2	** => Permitting and ROW acquisition may be dependent on overall project funding decisions
3	*** => Current as of Jan. 31, 2021

Snake River Road MP 19.00 to MP 21.97 Project

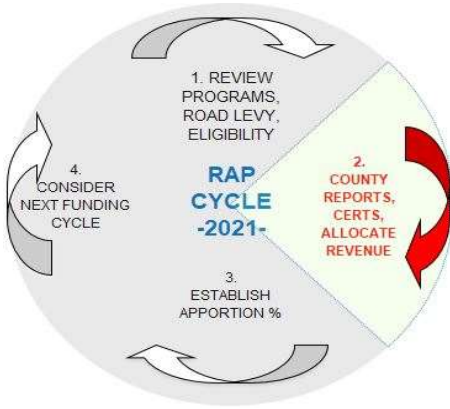
90% Cost Estimate

Project Description:	Snake River Road MP 19.00 to MP 21.97 Project	Client: Asotin County
Corridor Section:	MP 19.00 to MP 21.97	
Location:	Asotin County, WA	
Description:	Roadway & Safety Upgrades Along Snake River Road	
Date:	3/3/2021	Entered By: HCL Checked By: JMG

ITEM NO.	STANDARD ITEM NO.	DESCRIPTION	UNIT	QUANTITY	UNIT PRICE	TOTAL PRICE
PREPARATION ITEMS						
1	0001	MOBILIZATION	LS	1	\$526,300.00	\$526,300.00
2	0025	CLEARING AND GRUBBING	ACRE	8	\$15,000.00	\$120,000.00
3	0050	REMOVAL OF STRUCTURE AND OBSTRUCTION	LS	1	\$5,000.00	\$5,000.00
4	0170	REMOVING GUARDRAIL	LF	226	\$9.00	\$2,034.00
5	0230	REMOVING WIRE FENCE	LF	290	\$3.00	\$870.00
6	SP	CONSTRUCTION SURVEY WORK	LS	1	\$79,000.00	\$79,000.00
Subtotal						\$733,204.00
GRADING ITEMS						
7	0300	ROADWAY EXCAVATION	CY	28800	\$18.00	\$518,400.00
8	0405	COMMON BORROW INCL. HAUL	CY	25200	\$12.00	\$302,400.00
9	0470	EMBANKMENT COMPACTION	CY	36700	\$7.00	\$256,900.00
10	1076	HEAVY LOOSE RIPRAP	CY	18100	\$35.00	\$633,500.00
Subtotal						\$1,711,200.00
STORM DRAINAGE ITEMS						
11	1085	QUARRY SPALLS	CY	60	\$70.00	\$4,200.00
12	1161	UNDERDRAIN PIPE 8 IN. DIAM.	LF	670	\$20.00	\$13,400.00
13	1171	DRAIN PIPE 8 IN. DIAM.	LF	620	\$35.00	\$21,700.00
14	1312	PLAIN ST. CULV. PIPE 0.064 IN. TH. 12 IN. DIAM.	LF	510	\$35.00	\$17,850.00
15	1313	PLAIN ST. CULV. PIPE 0.064 IN. TH. 18 IN. DIAM.	LF	1040	\$65.00	\$67,600.00
16	7014	GRAVEL BACKFILL FOR DRAIN	CY	50	\$75.00	\$3,750.00
17	7017	GRAVEL BACKFILL FOR PIPE ZONE BEDDING	CY	350	\$40.00	\$14,000.00
Subtotal						\$142,500.00
SURFACING ITEMS						
18	5110	CRUSHED SURFACING TOP COURSE FROM STOCKPILE	TON	13400	\$23.00	\$308,200.00
19	5090	CRUSHED SURFACING BASE COURSE FROM STOCKPILE	TON	26700	\$23.00	\$614,100.00
Subtotal						\$922,300.00
BITUMINOUS SURFACE TREATMENT ITEMS						
20	5400	PROCESSING AND FINISHING	MILE	3	\$2,500.00	\$7,500.00
21	5434	FURNISHING AND PLACING CRUSHED SCREENING NO. 4 TO 0	TON	120	\$70.00	\$8,400.00
22	5429	FURNISHING AND PLACING CRUSHED SCREENING 1/2 TO NO. 4	TON	780	\$50.00	\$39,000.00
23	5296	EMULSIFIED ASPHALT CRS-2P	TON	190	\$700.00	\$133,000.00
Subtotal						\$187,900.00
TRAFFIC ITEMS						
24	6806	PAINT LINE	LF	40773	\$0.40	\$16,309.28
25	6711	BEAM GUARDRAIL TYPE 31 - 8 FT. LONG POST	LF	15,510	\$28.00	\$434,280.00
26	6717	BEAM GUARDRAIL TYPE 31 - NON-FLARED TERMINAL	EA	8	\$3,200.00	\$25,600.00
27	6890	PERMANENT SIGNING	LS	1	\$3,000.00	\$3,000.00
28	0913	HABITAT BOULDER FOUR MAN	EA	90	\$190.00	\$17,100.00
29	6832	FLEXIBLE GUIDE POST	EA	220	\$50.00	\$11,000.00
30	6971	PROJECT TEMPORARY TRAFFIC CONTROL	LS	1	\$263,200.00	\$263,200.00
Subtotal						\$770,489.28
EROSION CONTROL AND PLANTING ITEMS						
31	6488	EROSION CONTROL AND WATER POLLUTION PREVENTION	LS	1	\$80,000.00	\$80,000.00
32	SP	ENVIRONMENTAL AND SHORELINE MITIGATION	LS	1	\$250,000.00	\$250,000.00
33	6412	SEEDING AND FERTILIZING	ACRE	10	\$1,000.00	\$10,000.00
34	SP	SOIL BINDER OR TACKING AGENT	ACRE	10	\$250.00	\$2,500.00
Subtotal						\$342,500.00
STRUCTURE ITEMS						
35	7559	GEOSYNTHETIC RETAINING WALL	SF	3850	\$25.00	\$96,250.00
36	4480	CONCRETE FASCIA PANEL FOR GEOSYNTHIC WALL	SF	3850	\$75.00	\$288,750.00
37	7005	STRUCTURE EXCAVATION CLASS B	CY	654	\$12.00	\$7,850.00
38	7561	SHOTCRETE FACING	SF	4760	\$45.00	\$214,200.00
39	4474	CONCRETE FASCIA PANEL	SF	4760	\$75.00	\$357,000.00
40	4482	PREFABRICATED DRAINAGE MAT	SY	212	\$30.00	\$6,346.67
41	4478	SOIL NAIL - EPOXY COATED	EA	188	\$1,500.00	\$282,000.00
42	4486	SOIL NAIL VERIFICATION TEST AND SOIL NAIL PROOF TEST	EA	10	\$2,000.00	\$20,000.00
Subtotal						\$1,272,396.67
OTHER ITEMS						
43	7562	MAILBOX SUPPORT TYPE 1	EA	14	\$600.00	\$8,400.00
44	7045	MONUMENT CASE AND COVER	EA	50	\$800.00	\$40,000.00
Subtotal						\$48,400.00
CONSTRUCTION SUBTOTAL						\$6,130,889.95
45		RIGHT OF WAY ACQUISITION	LS	1	\$0.00	\$0.00
46		CONTINGENCIES			15%	\$919,633.49
TOTAL FOR CONSTRUCTION INCLUDING CONTINGENCIES						\$7,050,523.44
47		CONSTRUCTION ENGINEERING (4.7% of Construction Subtotal)				\$331,374.60
TOTAL FOR CONSTRUCTION INCLUDING CONTINGENCIES, AND CE (ROUNDED)						\$7,382,000.00

		DESCRIPTION	AMOUNT SPENT	RATA REIMBURSEMENT	RATA REIMBURSEMENT RATE	PAID BY NON RATA FUNDS	REIMBURSEMENT RATE
PE	MurraySmith	Currently at 90% Design Stage Wetlands and OHWM Delineations Study,	\$754,057.44	\$678,651.69	90%	\$75,405.75	10%
PE	MurraySmith	Floristic Surveys, and Habitat Assessment Report and Terrestrial Wildlife Survey	\$101,867.00	\$0.00	0%	\$101,867.00	100%
PE	Drayton Archaeological	Cultural and Archaeological Studies	\$14,848.75	\$13,363.87	90%	\$1,484.88	10%
PE	USKH	Survey Services	\$16,796.25	\$15,116.62	90%	\$1,679.63	10%
PE	Nez Perce Tribe	Traditional Use Study	\$85,678.06	\$77,110.25	90%	\$8,567.81	10%
PE	Postage	Postage	\$143.26	-	0%	\$143.26	100%
PE	Misc Costs	Misc Costs	\$3,214.28	-	0%	\$3,214.28	100%
PE	Preliminary Engineering	County Forces Charges	\$185,827.84	\$37,076.87	20%	\$148,750.97	80%
CN	Clearwater Traffic Control	Survey Costs	\$5,595.83	\$5,036.24	90%	\$559.59	10%
CN	Steelman - Duff	Rock Crushing for CRP 239/253	\$214,814.86	\$193,333.37	90%	\$21,481.49	10%
CN	Bruce Oaks	Stockpile Charges	\$67,700.00	\$60,930.00	90%	\$6,770.00	10%
CN	Western States	Equipment Rental	\$6,423.47	\$5,781.12	90%	\$642.35	10%
CN	CRP CONSTRUCTION LABOR	County Forces Charges	\$40,068.72	\$36,061.84	90%	\$4,006.88	10%
			\$1,497,035.76	\$1,122,461.87	OVERALL RATE 75%	\$374,573.89	OVERALL RATE PAID BY NON RATA FUNDS 25%
						FED STP	\$253,617.00
						COUNTY	\$120,956.89

RURAL ARTERIAL PROGRAM
April, 2021



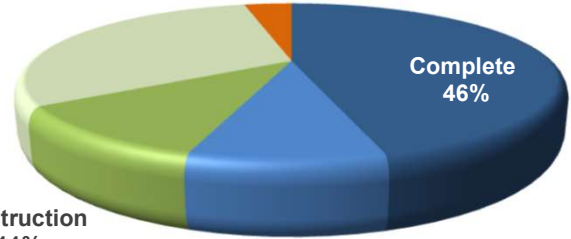
Projects Funded 2009 - 2023
No RATA Claimed 4%

Design 30%

Construction 11%

Awaiting Closeout 9%

Complete 46%



PROJECT STATUS:

Billing Phase	'83-'09	'09-'11	'11-'13	'13-'15	'15-'17	'17-'19	'19-'21	Upcoming Biennium '21-'23	TOTAL
Completed	1002	37	2	37	15	8			1101
Awaiting Closeout		1		7	3	7	2		20
Some RATA paid	1	1		6	23	25	35		91
No RATA Paid						2	6		8
TOTAL	1003	39	2	50	41	42	43	0	1220

FUND STATUS:

Anticipated Revenue to end of '19 - '21 Biennium:

Fuel tax receipts and interest through June, 2019

607,140,559

Estimated fuel tax receipts, interest and **CW Transfers** July 2019 thru June 2021

38,097,465

Total estimated revenue

645,238,024

RAP Expenditures to date:

To Completed Projects

569,585,277

To Projects in Design or Under Construction

43,131,159

Administration

12,912,404

Total RATA spent

625,628,840

RAP Obligations:

RATA Balance on Active Projects

88,870,229

RATA \$ yet to allocate to Partially funded projects -

31,068,238

Requests for reimbursement - pending

20,703

Estimated remaining administration through 2019- 2021 biennium

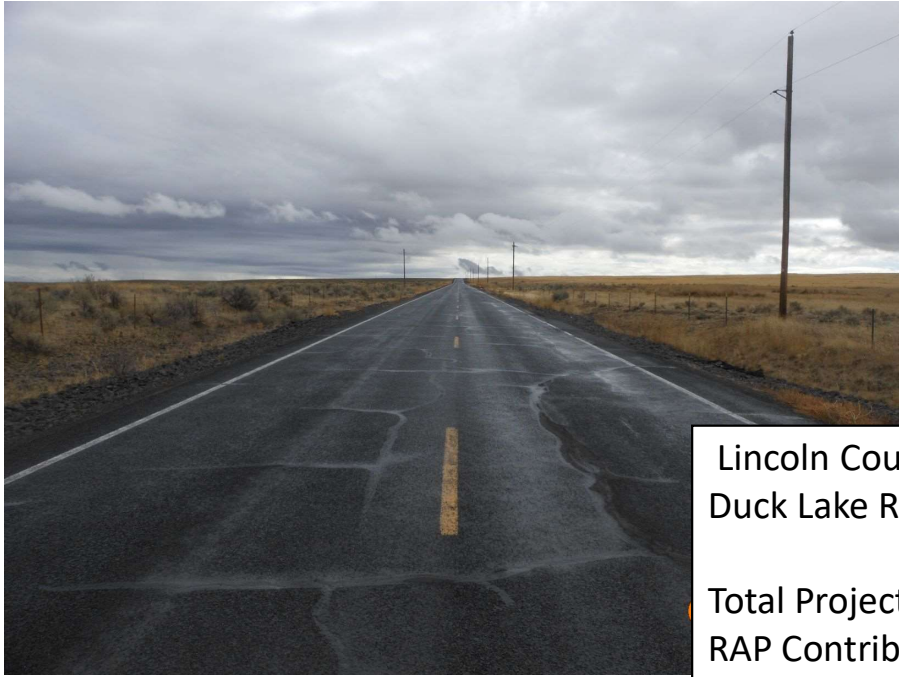
172,402

Total RATA obligated

120,131,572

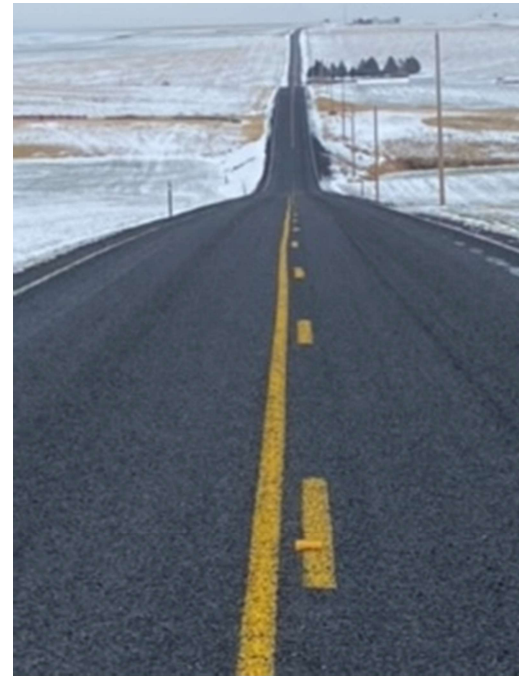
QTR 1 - 2021 RATA ACTIVITY:

REVENUE MONTH	BEGINNING BALANCE	MVFT REVENUE	INTEREST + Cash Rcpts	PROJECT PAYMENTS	#	ADMIN CHARGES	ENDING BALANCE
January	\$12,464,458.85	1,238,133.49	\$10,283.28	(325,008.56)	10	69,434.16	\$13,457,301.22
February	\$13,457,301.22	\$1,490,300.69	\$8,938.64	(1,128,743.31)	45	(45,347.22)	\$13,782,450.02
March	\$13,782,450.02	\$1,269,052.09	\$9,132.15	(805,126.99)	26	(43,354.15)	\$14,212,153.12
TOTALS:		\$3,997,486.27	\$28,354.07	(2,258,878.86)	81	(19,267.21)	



Lincoln County
Duck Lake Road 2R -2217-01

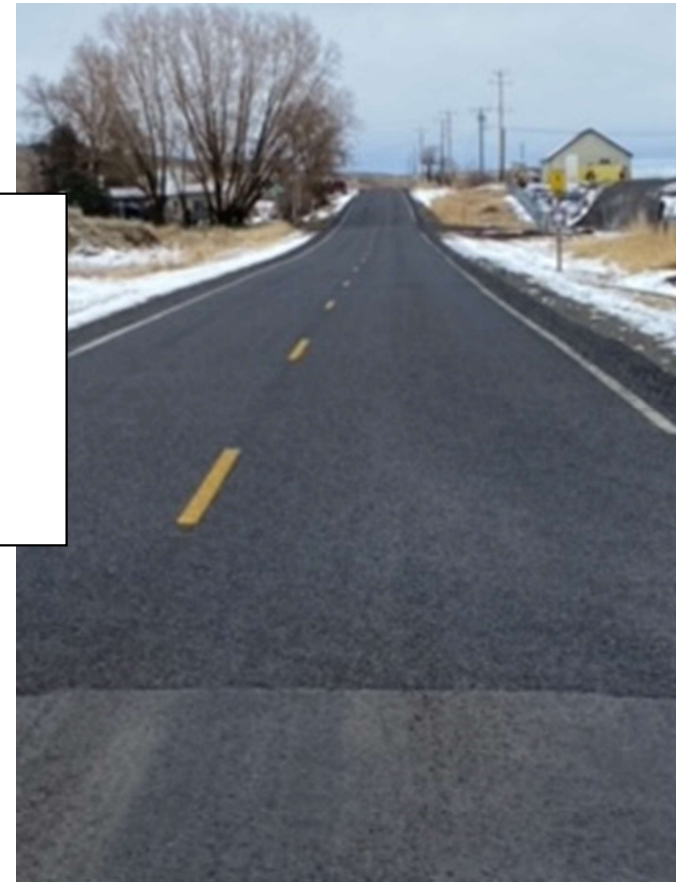
Total Project Cost: \$820,721
RAP Contribution: \$719,990
Fed Contribution: \$ 91,398
Local Contribution: \$ 9,333





Lincoln County
Sprague Highway 2R -2216-01

Total Project Cost: \$1,004,698
RAP Contribution: \$ 497,520
Fed Contribution: \$ 497,231
Local Contribution: \$ 9,947





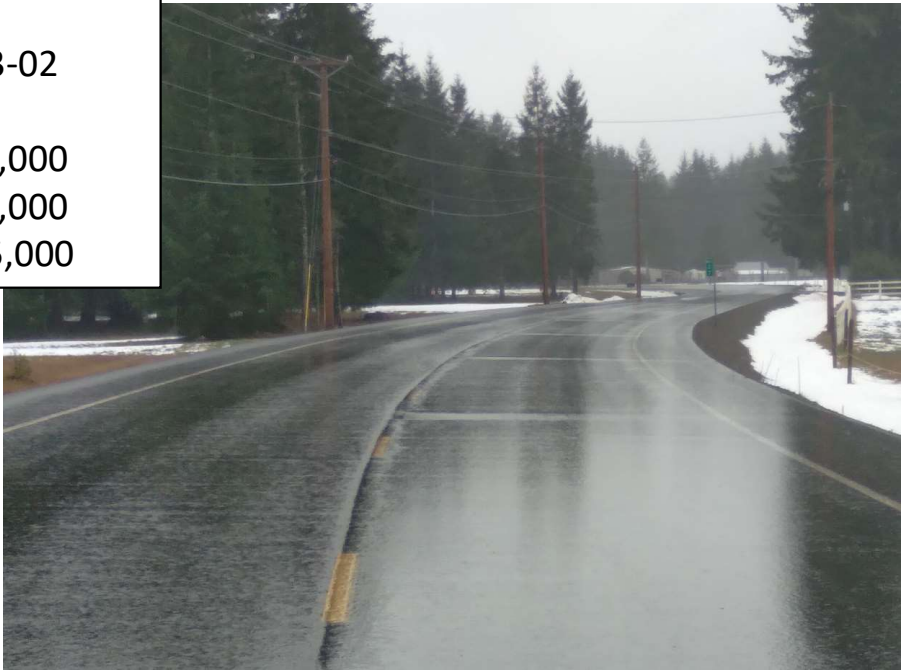
Mason County
Highland Culvert DR -2315-02

Total Project Cost: \$380,000
RAP Contribution: \$324,000
Local Contribution: \$ 56,000





Mason County
Matlock Brady Rd 3R -2313-02
Total Project Cost: \$2,000,000
RAP Contribution: \$1,125,000
Local Contribution: \$ 875,000





Grant County
4-NE (N-NE to L-NE) RC -1315-02

Total Project Cost: \$1,052,355.18
RAP Contribution: \$ 947,120
Local Contribution: \$ 105,235.18



**RESOLUTION 2021-002
APPORTION RATA FUNDS TO REGIONS**

- WHEREAS** RCW 36.79.030 establishes the Northeast, Northwest, Puget Sound, Southeast and Southwest Regions in Washington State for the purpose of apportioning Rural Arterial Trust Account (RATA) funds; and
- WHEREAS** RCW 36.79.040 specifies the manner in which RATA funds are to be apportioned to the five regions; and
- WHEREAS** the CRABoard established regional apportionment percentages for the 2019 - 2021 biennium at its meeting of July 25, 2019; and
- WHEREAS** RCW 36.79.050 states that the apportionment percentages shall be used once each calendar quarter by the board to apportion funds credited to the rural arterial trust account; and
- WHEREAS** RCW 36.79.020 authorizes expenditure of RATA funds for costs associated with program administration;

NOW THEREFORE, BE IT RESOLVED, that the accrued amount of \$4,025,840 made available in the RATA in **January, February, and March 2021** be apportioned to the regions by their 2019-2021 biennium percentages after setting aside \$19,267 for administration.

<u>REGION</u>	<u>APPORTION- MENT PERCENT</u>	<u>CURRENT APPORTION</u>	<u>BIENNIAL APPORTION (2019 - 2021)</u>	<u>PRIOR PROGRAM (1983 - 2019)</u>	<u>PROGRAM TO DATE</u>
ADMIN.		19,267	1,039,610	12,959,676	13,999,286
NORTHEAST	43.67%	1,749,670	13,846,954	254,825,268	268,672,221
NORTHWEST	10.92%	437,518	3,462,531	67,566,797	71,029,328
PUGET SOUND	6.91%	276,854	2,191,035	42,665,519	44,856,553
SOUTHEAST	23.62%	946,353	7,489,468	140,190,567	147,680,034
SOUTHWEST	<u>14.88%</u>	<u>596,178</u>	<u>4,718,174</u>	<u>88,932,733</u>	<u>93,650,907</u>
TOTAL	100.00%	4,025,840	32,747,771	607,140,559	639,888,330

Adopted by the CRABoard on April 29, 2021

Chair's Signature

ATTEST

County Road Administration Board – April 29, 2021
Funds available for 2021 – 2023 biennium RAP Projects
WAC 136-161-020

I. Introduction:

Per WAC [136-161-020](#) (6): “The county road administration board reviews the rank-ordered arrays in each region and, based upon the RATA funds projected to be allocable for the next project program period (see WAC [136-161-070](#)), selects and approves specific projects for RATA funding.”

II. Funds projected to be allocable:

a)	<u>Revenue Estimates:</u> 2021 – 2023 estimated revenue:	*36,743,000 (March 2021)
	Connecting Washington Transfer from MVA	9,331,000 (<i>SSB 5165</i>)
	Account Interest	240,000 (estimated)
	Administration by CRAB	<u>-1,134,000</u> (<i>SSB 5165</i>)
	Total Est. Revenue for projects	45,180,000

*Quarterly estimate as published by the Transportation Revenue Forecast Council, WSDOT

The CRABoard used an estimate of \$45,000,000 as the basis for its call for new projects in October, 2019. County submittal and funding limits for the '21 – '23 biennium are based on that amount.

- b) Regional Turned-back funds: There are additional funds turned back from the prior array and from prior projects that were withdrawn or underrun. These amount to \$2,896,579.
- c) Total available RATA funds: 45,000,000 + 2,896,579 = 47,896,400 (rounded down)
- d) First year allocation limited to 90% = \$47,896,400 X 0.90 = **43,106,760** (rounded down)

III. Anticipated RATA balance: The CRABoard has advised staff to maintain an absolute minimum balance of \$5,000,000 in the account. The anticipated balance by the end of the 2019 – 2021 biennium is \$15,012,153.

Further revenues and reimbursement to counties in the 2021 – 2023 biennium (based on forecast and spending history) will bring this balance to about \$16,392,153.

Current Balance:	14,212,153	
Est. Revenue through June '21:	3,800,000	} 2019 - 2021
Est. Spending through June '21:	3,000,000	
Balance ending '19 - '21 biennium:	15,012,153	
<hr/>		
Balance beginning '21 - '23 biennium:	15,012,153	} 2021 - 2023
Est. Revenue 2021 - 2023:	45,180,000	
Est. spending 2021 - 2023:	43,800,000	
Ending Balance 2021 - 2023:	16,392,153	

IV. Summary: Of the \$43,106,760 to be allocated to projects, \$27,551,580 would be added to current partially funded projects and \$13,901,609 would be allocated to new projects. An estimated additional \$4,789,640 can be allocated at the April, 2022 CRABoard meeting. Per WAC 136-161-070 (4), the CRABoard can allocate no more than 90% of estimated revenue in the first year of the biennium and the remainder “at such time as deemed appropriate” by the board.

If funded, CRABstaff would schedule design reimbursements for new projects to begin within this first year, and construction reimbursements for new projects in the 2025 -2027 biennium, ~ 5 years after approval. This 5-year period is a typical average for project-delivery times. Projects that progress faster can have access to RATA funds upon a clear demonstration of progress and the availability of funds.

The RATA balance has cycled between \$20M to \$15M before and after each construction season since 2013. This past year, the balance dipped lower than typical, down to about \$12M, and is currently recovering ahead of the upcoming construction season. In the near term, as the revenue continues a return to normal, the RATA balance is expected to follow historical patterns-increasing balance in the first and second quarters, with higher expenditures in the third and fourth quarters for construction reimbursements.

Allocating to partially funded projects at this meeting will assure these projects continue without interruptions and will maintain the forecast of expenditures as presented.

Any subset of projects could be delayed, if necessary, to maintain the \$5,000,000 minimum balance. At this time, delays of reimbursement are not expected to be necessary.

The RATA now appears to have weathered most of the impacts from the pandemic shutdown and has the ability to program construction reimbursements of new projects in 2026 and later. Staff will recommend adoption of Resolution 2021-003 - Allocate Estimated Revenue to Projects, which follows.

RESOLUTION 2021-003
TO APPROVE 2021 - 2023 RAP PROJECTS
AND ALLOCATE 90% of ESTIMATED 2021 - 2023 RATA REVENUE

WHEREAS the CRABoard met in accordance with WAC 136-161-070 to approve Rural Arterial Program projects and allocate Rural Arterial Trust Account funds, and

WHEREAS in accordance with WAC 136-161-070, the CRABoard is authorized to allocate estimated RATA revenue to proposed RAP projects, and

WHEREAS the RATA amounts allocated to projects in the first year of the biennium are limited to no more than ninety percent of the net amount estimated to be allocable to each region for the project program period, with the remaining percentage to be allocated at such time as deemed appropriate by the County Road Administration Board, and

WHEREAS the best available estimate of 2021 - 2023 biennium revenues, including interest, and funds turned back through withdrawal or underrun, indicate that the following approximate amounts are available in the first year of the biennium for allocation to projects on the 2021 - 2023 arrays in the five regions:

<u>REGION</u>	<u>A</u> <u>Est. Fuel Tax</u> <u>'21- '23</u>	<u>B</u> <u>Turned-Back</u> <u>Funds</u>	<u>A+B</u> <u>Total \$</u> <u>Available</u>	<u>Previously</u> <u>Allocated</u> <u>('21-'23 Bien.)</u>	<u>90%</u> <u>Available Funds</u> <u>to Allocate</u>
Northeast	19,696,500	255,429	19,951,900		17,956,710
Northwest	4,905,000	-	4,905,000		4,414,500
Puget Sound	3,064,500	1,024,372	4,088,800		3,679,920
Southeast	10,633,500	1,616,778	12,250,200		11,025,180
Southwest	6,700,500	-	6,700,500		6,030,450
	<u>45,000,000</u>	<u>2,896,579</u>	<u>47,896,400</u>	<u>-</u>	<u>43,106,760</u>

(Totals are rounded down)

NOW, THEREFORE, BE IT RESOLVED, that the County Road Administration Board hereby approves the following projects in the five regions and allocates 90% of the est. 2021- 2023 fuel tax funds and turned-back funds to the listed projects in the amounts shown.

<u>County</u>	<u>RoadName</u>	<u>Project</u> <u>Type</u>	<u>TOTAL</u> <u>COST</u>	<u>RATA</u> <u>REQ</u>	<u>FUNDING</u> <u>FROM PREV.</u> <u>BIENNIUM</u>	<u>NEW PROJ.</u> <u>FUNDING</u>	<u>TOTAL</u> <u>FUNDING</u>	<u>Partial</u>
NORTHEAST REGION:								
Adams	McKinney Rd. #1	2R	1,186,000	1,067,400	64,700	750,000	814,700	P
Ferry	Inchelium Hiway Rehabilitation	2R	833,000	749,700	300	749,400	749,700	
Spokane	Brooks Road Project No. 2	3R	3,108,000	2,796,100	2,119,283	676,817	2,796,100	
Chelan	Goodwin Road	3R	1,531,000	1,377,000	253,200	1,123,800	1,377,000	
Lincoln	Miles Creston Road Section 1B	3R	2,242,711	1,466,800	442,600	1,024,200	1,466,800	
Ferry	Trout Creek Road Section 1	3R	2,015,000	1,813,500	1,689,100	124,400	1,813,500	
Okanogan	Old 97	3R	2,040,000	1,836,000	593,400	1,242,600	1,836,000	
Stevens	Cedonia-Addy	3R	3,500,000	3,150,000	66,300	1,657,103	1,723,403	P
Whitman	Pullman Airport Road	RC	3,920,000	3,528,000	420,000	2,500,000	2,920,000	P
Adams	Lind Hatton Rd. Project #3	RC	2,566,000	2,309,400	1,950,000	359,400	2,309,400	
Pend Oreille	Smackout Pass Rd	FA	710,000	142,100	-	142,100	142,100	
Okanogan	Loomis-Oroville Rd Drainage	DR	638,000	574,200	-	15,400	15,400	P
Pend Oreille	Mckenzie Rd	2R	1,660,000	1,494,000	-	750,000	750,000	P
Chelan	Chumstick Highway	2R	1,045,000	923,000	-	750,000	750,000	P
Spokane	Wheeler Road	2R	1,427,000	1,284,300	-	750,000	750,000	P
Grant	3-NE (U-NE to County Line)	2R	776,000	698,400	-	698,400	698,400	
Ferry	East Silver Creek Br. No. 16	SA	2,165,000	1,939,500	-	1,626,200	1,626,200	P
Lincoln	Duck Lake Road	RC	2,474,000	2,226,500	-	1,363,319	1,363,319	P
RATA Requested for new projects				9,282,000		16,303,139	NEW NE Funding	
NORTHWEST REGION:								
San Juan	Douglas Road	3R	2,625,000	2,362,500	1,200,000	1,162,500	2,362,500	
Kitsap	Glenwood Road SW Improvements	3R	2,380,000	2,142,000	921,000	1,200,000	2,121,000	P
Skagit	FRANCIS ROAD	3R	3,700,000	2,400,000	287,221	1,200,000	1,487,221	P
Whatcom	Birch Bay Lynden Road	2R	750,000	675,000	165,000	510,000	675,000	
Clallam	Laird Road	2R	550,000	495,000	323,100	171,900	495,000	
Whatcom	Hampton Road	2R	1,980,000	1,782,000	-	170,100	170,100	P
RATA Requested for new projects				1,782,000		4,414,500	NEW NW Funding	

<u>County</u>	<u>RoadName</u>	<u>Project Type</u>	<u>TOTAL COST</u>	<u>RATA REQ</u>	<u>FUNDING FROM PREV. BIENNIUM</u>	<u>NEW PROJ. FUNDING</u>	<u>TOTAL FUNDING</u>	<u>Partial</u>
PUGET SOUND REGION								
King	Ames Lake Road Bridge No.1320A	SA	14,694,000	2,600,000	1,700,000	900,000	2,600,000	
Pierce	Sumner-Buckley Hwy E	2R	2,292,000	2,062,800	1,700,000	362,800	2,062,800	
Snohomish	Trout Creek Bridge #494	SA	4,078,000	1,000,000	469,000	531,000	1,000,000	
King	SE 384th St	DR	1,150,000	1,035,000	-	800,000	800,000	P
Snohomish	84 St NE	IS	2,674,000	1,448,900	-	1,086,120	1,086,120	P
RATA Requested for new projects				2,483,900		3,679,920	NEW PS Funding	
SOUTHEAST REGION:								
Asotin	Grande Ronde Road	SA	1,873,000	1,685,700	456,800	1,102,518	1,559,318	P
Klickitat	Sundale Road & Old Hwy 8	RC	3,700,000	3,260,000	1,354,300	1,800,000	3,154,300	P
Garfield	Kirby-Mayview Phase I	2R	2,889,000	2,430,000	1,135,000	1,295,000	2,430,000	
Walla Walla	LOWER WAITSBURG	3R	2,554,000	2,298,600	1,800,000	498,600	2,298,600	
Yakima	Independence Road phase 2	3R	2,503,000	2,252,700	1,438,539	814,161	2,252,700	
Columbia	Kellogg Hollow Rd	3R	2,739,000	2,104,700	704,700	1,400,000	2,104,700	
Kittitas	Vantage Highway - Overlay	2R	3,465,000	2,635,000	1,307,860	1,327,140	2,635,000	
Yakima	N. Wenas Road	3R	2,710,000	2,439,000	-	1,685,839	1,685,839	P
Kittitas	Hungry Junction Road	3R	4,035,000	3,631,500	-	372,860	372,860	P
Walla Walla	Lyons Ferry	3R	2,950,000	2,600,000	-	729,062	729,062	P
RATA Requested for new projects				8,670,500		11,025,180	NEW SE Funding	
SOUTHWEST REGION								
Clark	SE Blair Road	2R	1,687,000	1,509,000	850,000	567,800	1,417,800	P
Lewis	Centralia Alpha	RC	4,333,000	2,200,000	955,800	1,100,000	2,055,800	P
Mason	Old Belfair Hwy	3R	1,420,000	1,188,000	565,972	622,028	1,188,000	
Cowlitz	Dike Road	2R	1,880,000	1,692,000	913,587	778,413	1,692,000	
Thurston	183rd Ave SW	3R	2,745,000	2,200,000	-	1,100,000	1,100,000	P
Pacific	Parpala Road Culvert	DR	535,000	481,500	-	481,500	481,500	
Skamania	Brooks Road	RC	2,608,000	2,122,200	-	1,100,000	1,100,000	P
Pacific	Raymond South Bend Rd	3R	541,000	486,900	-	280,709	280,709	P
RATA Requested for new projects				5,290,600		6,030,450	NEW SW Funding	
Total RATA Requested for new projects				27,509,000				

Partially funded from earlier Biennium

Project Types:

- RC = Reconstruction
- 3R = Rehabilitation
- 2R = Resurface and Restore
- DR = Drainage
- IS = Intersection
- FA = Federal Aid Bridge
- SA = Stand-Alone Bridge

Allocation Summary:

NE Region	16,303,139
NW Region	4,414,500
PS Region	3,679,920
SE Region	11,025,180
SW Region	6,030,450
Total Allocated:	41,453,189

Unallocated NE BR \$ 1,653,571

43,106,760

Adopted by the CRABoard on April 29, 2021

Chair's Signature

ATTEST

County Road Administration Board – April 29, 2021

Project Actions Taken by CRAB Staff

I. Garfield County – RATA Request Reduction for Kirby-Mayview Phase I (1219-01)

Grant County's Kirby-Mayview Phase I 2R project remains in the design phase but is nearing construction. The County was recently able to take advantage of available Surface Transportation Block Grant (STBG) funding.

Due to the increase in outside funding, the County requested a reduction in the RATA allocated to this project. The original RATA ask for this project was \$2,600,000. The revised RATA amount request is \$2,430,000 – a reduction of \$170,000.

The director forwarded a letter on February 5, 2021 with a contract amendment for the change in RATA amount for the project. The amendment has been signed and executed.

II. Ferry County – Construction Lapse Extension for Boulder Creek Section 1 (1015-02)

Ferry County requested a construction lapse extension for their Boulder Creek Section 1 3R project. The request is based on effects from several changes to administration and staff at Ferry County, and cited recent progress on the project, with the expectation to construct the improvements in a timely manner, if the extension is granted.

The director forwarded a letter on February 23, 2021 granting a two-year extension for this project, setting a new construction lapsing date of April 16, 2023.

III. Cowlitz County – Construction Lapse Extension for South Cloverdale Road (0815-01)

Cowlitz County requested a construction lapse extension for their South Cloverdale Road 3R project. The request is based on additional requirements and delays due to obtaining additional federal STBG funding for the project. While the additional funding makes the project more achievable, the subsequent process and necessary steps associated with this funding resulted in project delays.

The director forwarded a letter on March 1, 2021 granting a two-year extension for this project, setting a new construction lapsing date of April 16, 2023.

IV. Asotin County – Construction Lapse Extension for Snake River Rd (0215-01)

Asotin County requested a construction lapse extension for their Snake River Road 2R project. The request is based on physical site conditions and constraints that results in a higher than expected project cost. The project is designed, and permits have been obtained. Asotin County is pursuing additional outside funding in order to fully fund the construction.

The director forwarded a letter on March 9, 2021 granting a two-year extension for this project, setting a new construction lapsing date of April 16, 2023.

V. Skagit County – Construction Lapse Extension for Francis Rd (2915-01)

Skagit County requested a construction lapse extension for their Francis Road Section 1 3R project. The request is based on difficulties with utility relocation, Right Of Way acquisition, and Covid 19 delays of design by consultant.

The director forwarded a letter on March 9, 2021 granting a two-year extension for this project, setting a new construction lapsing date of April 16, 2023.

VI. Klickitat County – Scope Change for Courtney Rd 2R and Subsequent Combination of Courtney Rd 2R with Courtney Rd RC (2R-2015-01; RC-2016-01; combined-2016-02)

Klickitat County requested a scope change to extend the limits of their Courtney Road 2R Project (2016-01). The extension would add 0.85 miles of overlay, with no additional RATA request. This extension will eliminate the gap between the Courtney 2R project and the Courtney RC project.

Secondarily, with the two Courtney projects becoming adjacent projects, Klickitat County requested that they be combined into a single contract, thereby reducing construction and administration costs.

The director forwarded a letter accepting both requests, with a new contract addressing both the extension and the combination of the two projects. The new contract has been signed and executed.

VII. Lewis County – Scope Change for Centralia Alpha (2119-01)

Lewis County requested a scope change for their Centralia Alpha RC project. The change being requested is shift the project beginning milepost by approximately 200 feet. The original project scope included realigning a vertical curve and construction of a new turn lane for a campground road approach. During the design of the project, the County has determined that a turn lane is not warranted. However, there is an existing culvert at this location that was not accounted for in the original project scoping. Adjusting the project limits will allow the intended reconstruction project to continue as scoped, without adding the cost of replacing this culvert and related impacts such as Right of Way acquisition and permitting.

The proposed adjustment to project length did not affect the original project scoring or placement in the funding array.

The director has forwarded a letter with a contract amendment for the change in scope for each project.

VIII. Grays Harbor County – Construction Lapse Extension for Garrard Creek Road Realignment (1415-01)

Grays Harbor County requested a construction lapse extension for their Garrard Creek Road Realignment RC project. The request is based on additional requirements and delays due to previously unmapped wetlands in the project vicinity. These delays, in addition to impacts from the pandemic shutdown, prevented the project from reaching construction on the original timeline.

The director forwarded a letter on April 9, 2021 granting a two-year extension for this project, setting a new construction lapsing date of April 16, 2023.

IX. Mason County – Withdrawal of Shelton Matlock Culvert (2315-01)

Mason County has withdrawn their Shelton Matlock Culvert project and agreed to pay back all RATA funds spent on the project. The original RATA funding was approved in April 2015. The original project scope included replacing the existing 40-inch concrete culvert with an 18 to 20-foot box or arch culvert to provide for fish passage. The existing culvert is 30 feet below the road surface. The original project estimate in 2015 was \$500,000.

Upon initiation of design, the County was informed by the Department of Fish and Wildlife that a 30-foot-wide structure is the minimum size acceptable for their permitting. This larger construction footprint resulted in significantly more cost due to the increased need for retaining walls, increased traffic control effort, and the larger structure itself.

Additionally, one adjacent property owner has refused to cooperate with the county for an easement, which severely limits the project constructability.

The County considered several design adjustments to accommodate the limited easement availability, and proposed alternatives to WDFW that would make the project more feasible, without success.

The updated project cost estimate is now \$1.3 million but remains without the possibility of an easement.

The County has determined that at this time, they do not have adequate funding or Right Of Way to proceed with this project. While the engineering work that has been completed to date can be utilized in the future, unless and until the property rights may become available, the project cannot proceed. Therefore, the County will repay the full \$52,045.61 in RATA funds spent on the project to date. The director forwarded a letter on April 23 acknowledging the withdrawal and establishing the 60-day timeline for payback of RATA funds.



MASON COUNTY
BOARD
OF
COMMISSIONERS

1ST District
RANDY NEATHERLIN

2ND District
KEVIN SHUTTY

3RD District
SHARON TRASK

Mason County Building 1
411 North Fifth Street
Shelton, WA 98584-3400
(360) 427-9670 ext. 419
(360) 275-4467 ext. 419
(360) 482-5269 ext. 419
Fax (360) 427-8437

April 5, 2021

Mr. Steve Johnson, PE
County Road Administration Board
2404 Chandler Court SW, Suite 240
Olympia WA 98504-0913

Re: Shelton Matlock Culvert Replacement, CRP-1993

Dear Mr. Johnson,

Mason County is requesting that the County Road Administration Board (CRAB) terminate the subject project. After careful consideration, it is unlikely the County has the ability to deliver this project within the next 2 years. We will repay \$52,045.63, which the CRAB Board reimbursed the County for preliminary engineering through 8/15/2020. The County has actively pursued this project and for various reasons that were unknown to us at the time of the application, now believe the better option is wait until the property changes hands in the future so the right-of-way can be purchased.

The original project funding was approved on 04/16/2015 for CRAB funding. At that time, it was believed that the funding was adequate to complete the culvert replacement. The original scope would have replaced the existing 40-inch concrete culvert with an 18 to 20-foot box or arch culvert providing fish access. The existing culvert is buried 30 feet deep. The estimated project cost at the time of the application in 2015 was \$500,000. During the preliminary engineering phase, the cost estimate increased significantly from \$500,000 to currently \$1.3 million dollars.

Once design was underway, we realized there was going to be substantially more grading and excavating needed to replace the culvert with a 30-foot wide fish passable structure. We appealed to the Department of Fish and Wildlife to consider a 20-foot culvert; however, 30 feet was as small as they would consider. The 30-foot culvert also requires additional retaining walls, a much larger construction footprint and window, and a significant increase in temporary traffic control costs to keep the road open during construction; all significant increases in cost that we never anticipated.

During subsequent field investigations, it was determined there was a downstream fish barrier project under the jurisdiction of the Washington Department of Fish and Wildlife that was recently replaced with a much smaller culvert than 30 foot. This smaller downstream culvert would preclude many of the upstream benefits to fish access provided by this CRAB funded project, if implemented with the 30-foot wide culvert. Last week, the attorney representing one of the adjacent property owners informed us there is "no way the

owner will ever sell" the County an easement. Without that easement, the project cannot move forward.

County designers have considered several alternative design options in order to move the project forward. One option was to realign the centerline of the road to the north by nearly 12 feet and realign the stream channel to avoid the unwilling seller's property, and lower the centerline profile in order to reduce the depth of the fill. This option was rejected because the existing profile is in a sag vertical curve already, and lowering the profile further creates both stopping and entering sight distance issues.

Another option that was considered is to realign the stream channel, to move it away from the property that we are unable to purchase. The Department of Fish and Wildlife is not receptive to a realignment of the stream channel at this time.

Another option considered was to install two 15-foot box culverts side-by-side in place of the one 30-foot structure, and move the stream to the east in order to lessen right of way issues. This option was rejected by the Department of Fish and Wildlife.

We are committed to replacing the culvert with one specified by the Department of Fish and Wildlife. However, at this time, we do not have adequate funding or right of way to move this project forward into construction. The County proposes that when property ownership changes on the parcel refusing to provide an easement, the County at that time, will move the project forward to construction.

The preliminary engineering work completed to date, such as the geotechnical report, project survey, preparation of plans, and the culvert design can be utilized in the future. When the property changes hands or otherwise becomes available, we will proceed with acquiring the property rights for a full culvert replacement to be prepared for a future fish habitat improvement project.

If you have any questions please contact David Smith, P.E., Engineering and Construction Manager, at 360-427-9670 ext. 523.

Sincerely,



Randy Neatherlin, Chair
Mason County Commissioner

RN:DNS

Cc: File

Shelton-Matlock
MP 8.035

Proposed Project

W SHELTON MATLOCK RD

W DAYTON AIRPORT RD

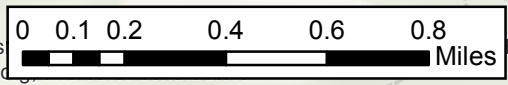
W HIGHLAND RD

W HIGHLAND RD

W LITTLE EGYPT RD

W RELLER RD

Sources: Esri
Geonames.org



HERE,





Washington State

County Road Administration Board

2404 Chandler Court SW, Suite 240 Olympia, WA 98502

www.crab.wa.gov 360-753-5989

February 26, 2021

Commissioner Michael Largent
WSAC President
206 Tenth Avenue SE
Olympia, WA 98501-1311
CRABoard Appointments

Dear Commissioner Largent:

It is time again to begin the process to fill the positions of three CRABoard members whose terms expire June 30, 2021.

In compliance with state law (RCW 36.78.040), the three positions must be filled under the following populations:

County Engineer Brian Stacy, PE = population greater than 150,000
Commissioner Lisa Janicki = population between 30,000 and 150,000
Council Member Kathy Lambert = population greater than 150,000

The only restriction is that no more than one member of the Board shall be from any single county. The WSAC Board of Directors is free to reappoint present members to the CRABoard, or to appoint replacements. There is no statutory limit on the number of terms served.

By copy of this letter, I am reminding WSACE President Scott Lindblom, PE that he needs to make available to you two nominations for the position presently occupied by Brian Stacy, PE.

If you have questions about any part of this process, please call me at 360.753.5989.

Sincerely,

JOHN KOSTER
Executive Director

Cc: Brian Stacy, PE, CRABoard Chairman
Commissioner Lisa Janicki, Second Vice Chair
Council Member Kathy Lambert
Scott Lindblom, PE, WSACE President

**Washington State
County Road Administration Board**
2404 Chandler Court SW, Ste 240, Olympia, WA 98504-0913
360/753.5989 – www.crab.wa.gov



April 1, 2021

TO: Interested Parties

FROM: John Koster, Executive Director

SUBJECT: "County Engineer of the Year" Nominations

Each year the County Road Administration Board honors a County Engineer as the "County Engineer of the Year".

We are offering an opportunity to all interested parties from across the state to participate in nominating a County Engineer for this award.

If you know of a County Engineer who has been doing an exceptionally good job and deserves extra recognition, may I suggest that you nominate him or her by completing the attached nomination form and submit it via e-mail to Karen Pendleton at karen@crab.wa.gov no later than **May 7, 2021**. Your nomination will be considered with all other nominees.

The award will be made during the annual engineer's banquet in June during the WSACE Summer Conference at the Campbell's Resort in Lake Chelan.

If you have questions, please contact me at 360.753.5989.

**NOMINATION FORM
WSACE "County Engineer of the Year"**

2021

Nominee: _____

County: _____

Provide data in one or more of the following categories.

- Category 1 – MANAGEMENT SKILLS
(Provide details and samples/examples of why this engineer is an outstanding manager.)

- Category 2 – PUBLIC RELATIONS
(Provide details and samples/examples of why this engineer has outstanding skills in dealing with the public, with other county departments, and/or with the Board of Commissioners.)

- Category 3 – ENGINEERING EXPERTISE
(Provide details and samples/examples of how this engineer has demonstrated outstanding engineering skills and/or expertise.)

- Category 4 – COMMUNITY ACTIVITIES
(Provide details and samples/examples of how this engineer has helped to make the community/county a better place to live.)

- Category 5 – WSACE COMMITTEE ACTIVITY
(Provide details and samples/examples of how this engineer has provided leadership and/or support to help further the goals of the Association.)

- Category 6 – OTHER ACTIVITIES/QUALIFICATIONS
(Provide details and samples/examples of how this engineer has provided special support, expertise, and/or leadership in some related or unrelated field.)

[] Category 7 – SPECIAL CATEGORY
(List any special honors or awards that have been received by this engineer,
provide the names of the award(s), when received, etc.)

SUBMITTED BY:

Date



WSACE

2020 Project/Program Manager of the Year Award Nomination Form

Application Deadline: May 7, 2021

Nominee:	Title:	
County:	Department:	
Office Address:	Phone:	
City:	State: WA	Zip/Postal Code:
<p>The following information will be used as selection criteria for the Awards Committee:</p> <p>This award will be presented annually to recognize a county project manager or county program manager working below the county engineer or agency head management level for outstanding service and meritorious achievement in or for a county in managing a construction project or a pavement, safety, operations, bridge, or other public works program.</p> <p>Eligible nominees could include supervisors, foremen, or engineers who manage a project or program. Nominations can be submitted by any WSACE voting member to the Awards Committee. Endorsements by County Board of Commissioners, County Executive or Council are encouraged although not required.</p> <p>The specific project or program must have been completed in 2020. If a project, it must be completed in 2020 or if a program substantially underway in 2020. A specific discussion on the actual project or program, its significance and importance, and the individual's performance and contribution to complete the project or program on time and within budget is requested as a part of the submission.</p>		
Nominated by:	Title:	
County:	Department:	
Office Address:	Phone:	
City:	State: WA	Zip/Postal Code:

Submit completed form and supporting documents to:

Karen Pendleton, Executive Assistant
County Road Administration Board
 karen@crab.wa.gov
 Ph. 360.753.5989

COMPLIANCE MANAGER'S REPORT

Prepared by Derek Pohle, PE

CRABoard Meeting – April 29-30, 2021

Reporting Period: February 2021 thru April 2021

COMPLIANCE

WAC 136-12 – Vacancy or Change in Position of County Engineer:

Update on Vacancies/Changes:

County	Effective Date	Original Six-Month Expiration	Six-Month Extension	Notes
Pacific	June 13, 2021	-	-	Robert Kimble, PE resigned as of 6/13; Brook Priest, PE appointed CE 4/27/21
Asotin	April 12, 2021	Nov. 12, 2021	-	Mike White, PE terminated, interim Walt Olsen
Lincoln	October 1, 2020	N/A	-	Actively grooming Interim Walt Olsen

County Audit Reviews

	Number	Findings	Management Letters	County Road or ER&R	CRAB Follow-Up Needed
<i>Financial</i>	1	0	0	No	No
<i>Accountability</i>	7	0	1 Lewis	No	No
<i>Fraud</i>	2	2 Thurston Cowlitz	0	No	No
<i>Performance</i>	0	0	0	No	No

April 1, 2021 Submittal Requirements

Annual Certification, CAPP Accomplishments Report, Annual Construction Report, Fish Passage Barrier Removal Cost Report, Marine Navigation and Moorage Certification, Traffic Enforcement Expenditures Certification, Annual Certification for Maintenance Management, County Ferry System Report

All of the 39 counties' required submittals were submitted to CRAB by the April 1 deadline.

Bridge Inspection Certification – WAC 136-20-040

The Director of Highways and Local Programs has certified to CRAB that all counties have current inspections on file with the Department.

Additionally, one county failed to meet the bi-annual surface rating requirements of their surfaced arterials and collectors as reported at the January 2021 Board meeting. Grays Harbor County had committed to a performance improvement plan and as of the end of March of this year were able to get all their required surface ratings into compliance.






**Staff recommends to the Board that all 39 counties receive their Certificate of Good Practice for the calendar year 2020, entitling them to continue to receive their MVFT allocation.*

CERTIFICATION

The 1997 State Auditor Office (SAO) audit of CRAB concluded that the minutes of the Board meetings needed specific mention of SAO audits of the counties and of any findings that might relate to the statutory responsibilities of CRAB. The minutes also need to reflect any recommendations from the CRAB Board to staff in response to the audits.

I certify that I have reviewed all the above compliance reporting with the Deputy Director.

OTHER ACTIVITIES OF THE COMPLIANCE MANAGER

-  2021 update of the Engineer's Desk Reference
-  Two-day Zoom training, Legislative Authority and the Co. Rd. Dept., March 10-11
-  Update/improve training materials based on March 10-11 training feedback
-  Whatcom County visit, Lummi Island Ferry, CFCIP program request
-  Review of proposed legislation (2021 Bills)

RESOLUTION 2021-004

WHEREAS RCW 36.78.090 provides that the County Road Administration Board each year shall transmit to the State Treasurer Certificates of Good Practice on behalf of the counties which during the preceding calendar year have submitted to the State Transportation Commission or to the CRABoard all reports required by law or regulation of the CRABoard and have reasonably complied with provisions of law relating to county road administration and with Standards of Good Practice as formulated and adopted by the Board; and

WHEREAS the County Road Administration Board met on April 29, 2021 in Olympia, Washington to make such a determination pursuant to an analysis of annual certification questionnaires in accordance with WAC 136-04 by the counties; and

WHEREAS the County Road Administration Board determined that 39 counties were in compliance with the provisions of RCW 36.78.090 as they relate to the issuance of Certificates of Good Practice;

NOW, THEREFORE, BE IT RESOLVED that a Certificate of Good Practice be transmitted to the State Treasurer on behalf of the following counties:

ADAMS	GRAYS HARBOR	PIERCE
ASOTIN	ISLAND	SAN JUAN
BENTON	JEFFERSON	SKAGIT
CHELAN	KING	SKAMANIA
CLALLAM	KITSAP	SNOHOMISH
CLARK	KITTITAS	SPOKANE
COLUMBIA	KLICKITAT	STEVENS
COWLITZ	LEWIS	THURSTON
DOUGLAS	LINCOLN	WAHIAKUM
FERRY	MASON	WALLA WALLA
FRANKLIN	OKANOGAN	WHATCOM
GARFIELD	PACIFIC	WHITMAN
GRANT	PEND OREILLE	YAKIMA

Adopted by the CRABoard on April 29, 2021

Chair

Executive Director

**County Ferry Capital Improvement Program (CFCIP) - WAC 136-400
Project Application Guidance**

General:

The following CFCIP project application guidance summary is not intended to replace or otherwise amend the language of WAC 136-400. Implementation of the CFCIP, including all critical dates and performance standards, will be based entirely on the current version of WAC 136-400.

The CRABoard reserves to itself the exercise of discretion as allowed in WAC 136-400.

County Eligibility:

- Counties eligible to apply for county ferry capital improvement funds are Pierce, Skagit, Wahkiakum, and Whatcom.
- For the project to be eligible it must be included in both the county's six-year transportation program and its ferry system fourteen-year long range capital improvement plan.
- Any county holding an approved and executed county ferry capital improvement program contract is ineligible to submit a project funding application for additional ferry capital improvement funds until the existing contract is fully performed or has been mutually terminated.

Eligible Projects:

- ❖ Purchase of new vessels
- ❖ Major vessel refurbishment (e.g., engines, structural steel, controls) that substantially extends the life of the vessel
- ❖ Facility refurbishment/replacement (e.g., complete replacement, major rebuilding or redecking of a dock) that substantially extends the life of the facility
- ❖ Installation of items that substantially improve ferry facilities or operations
- ❖ Construction of infrastructure that provides new or additional access or increases the capacity of terminal facilities

Project Development Calendar and Procedural Steps:

Year A = 2020, 2024, 2028, etc.

Year B = 2021, 2025, 2029, etc.

Year C = 2022, 2026, 2030, etc.

Year D = 2023, 2027, 2031, etc.

Note: The following procedural steps require an affirmative action to take place in order for the subsequent step to proceed

Year A (or earlier) actions:

- Project planning and engineering adequate for:
 - o inclusion in 6-year and 14-year documents and their adoption
 - o creation of a county ferry district (subject to counties financial plan)
 - o submission of project funding request to the Public Works Board or any other available revenue source

Year B actions:

- County requests CRABoard to issue call for projects at Spring meeting
- CRABoard may act on a call for projects at the Spring meeting, but must act on request no later than Summer meeting
- If a call for projects is approved, project applications must be submitted no later than December 31st

Year C actions:

- Technical Review Committee completes its review and develops a written report no later than 30 days prior to the CRABoard Spring meeting
- CRABoard reviews the committee report and may act at the Spring meeting, but must act no later than Summer meeting
- If approved by the CRABoard, a CFCIP project funding request is included in the CRAB agency biennial budget request submitted late summer

Year D actions:

- State Legislature reviews CRAB CFCIP budgetary request
- If approved by the Legislature and Governor, CFCIP funds available for project expenditures beginning July 1st, or upon execution of the CRAB/County contract, whichever occurs last

CFCIP Project Cost Sharing:

County Ferry District	County / Other (*)	CFCIP (*)
Greater than 30%	0%	Remaining project balance (less than 70%)
Greater than 5%, but less than or equal to 30%	20% minimum	Less than or equal to 50%
Less than or equal to 5%	65% minimum	Less than or equal to 30%
No District	65% minimum	Less than or equal to 30%

(*) - CFCIP maximum project share is \$10,000,000 per project and \$500,000 per year cost reimbursement

County Ferry Capital Improvement Program Cycle

<u>CRAB Mtg</u>	<u>Year</u>	<u>Instructions</u>
December	2020	Proposed project must be included in County's Ferry Program
Spring	2021	Inquiring counties may attend this meeting, asking CRAB to issue a call for projects. This means the project must have been on the county's 2021 Ferry Const Program that was submitted in December 2020
Summer	2021	CRABoard may, in its' discretion, issue a call for projects CRABoard Creates Technical Review Committee TRC Meets on an "as needed" schedule WAC 136-400-060
By December 31	2021	Counties submit applications in accordance with: WAC 136-400-050
30 days prior to Spring Mtg	2022	Technical Review Committee submits final report to CRABoard
Spring	2022	CRABoard reviews applications and reports from TRC May approve, deny or return to county with request for further information
Summer	2022	Final Action by CRABoard
Fall	2022	Submit as budget request in main or supplemental budget. Funds to be taken from statewide county fuel tax revenue
Spring (or summer)	2023	Within 10 days after funding assigned by legislature, CRABoard notifies counties and offers contracts
Terms of Contract		WAC 136-400-100
Payments		WAC 136-400-110
Financing:		Max. \$10M, and CFCIP funding is dependent on % contribution by County Ferry District \$500,000 maximum annual reimbursemnt to any county

The county road administration board may evaluate requests by Pierce, Skagit, Wahkiakum, and Whatcom counties for county ferry capital improvement funds. The board shall evaluate the requests and, if approved by a majority of the board, submit the requests to the legislature for funding out of the amounts available under *RCW 46.68.090(1)(j). Any county making a request under this subsection shall first seek funding through the public works trust fund, or any other available revenue source, where appropriate.

Year Approved	PIERCE		WAHKIAKUM	SKAGIT	WHATCOM	TOTALS
	M/V C. Anderson new ferry boat 1993	M/V Steilacoom II new ferry boat 2007	Puget Island Ferry Ramp Replacement 2007	Guemes Island Ferry new ferry boat 2019	M/V Whatcom Chief II new ferry boat (withdrawn)	
Paid to Date as of Oct 2020	\$3,467,494	\$4,940,600	\$500,000	\$750,000		\$9,658,094
Remaining	\$0	\$2,117,400 Remaining	\$0	\$6,750,000 Remaining		\$8,867,400
final year	2012	\$352,900 annual payment 2026	2009	\$375,000 annual payment 2039		
(total award)	\$3,467,494	\$7,058,000	\$500,000	\$7,500,000	\$0	\$18,525,494

With CRAB's transition from Mobility (Linear Referencing system) to an ESRI geospatial (GIS) data system for all 39 counties, it was anticipated that we would see some potential Road Log discrepancies.

During the current Road Log audit review, we were finding several shared border roads, gaps, overlaps and a few segments with incorrect jurisdictional ownership. A majority of them were within the State of Washington, however, it discovered that Walla Walla and Asotin County each had a road segment in the State of Oregon.

Chapter 36.75.160 RCW authorizes the board of any county to construct, maintain, and operate any county road which forms the boundary line between another county within the state or another county in any other state or which through its meandering crosses such boundary (emphasis added). The concern of staff is that Asotin & Walla Walla Counties have large enough road segments outside of Washington State that they go beyond the "meandering" as authorized by the legislature. After further discussions with each of the individual County Engineers & Road Log Managers, they immediately changed their Jurisdiction Code in Mobility.

Additional analysis of roads between Oregon and Idaho (nothing in Canada) showed approximately 40 miles of roads that were straddling and meandering throughout Oregon and Idaho. These were considered di minimis by staff since they are typically only a few hundred feet in length.

After several internal meetings, CRAB staff contacted Mr. Albert Wang, Assistant Attorney General, to provide some legal interpretation. CRAB was not questioning if a county can spend road fund dollars (regardless of the source of money) on the maintenance and operation of border roads (RCW's address that). **The question is: Can CRAB include any portion of roads outside of the state in our MVFT allocation calculation that are being spent on the replacement and maintenance of "county roads", as that term is used in the statute (RCW 46.04.150).** The email with CRAB's question to Mr. Wang and his response is attached to this summary.

Based on Mr. Wang's response, CRAB staff has provided the CRABoard the following four scenarios for their consideration. These scenarios are to address whether the Asotin and/or Walla Walla County road segments are within the CRABoard's opinion of what "meander" means, as found in chapter 36.75.160.

Scenario #1

Based on the interpretation of RCW 46.04.150 & RCW 36.75.160 (see attached), both Asotin and Walla Walla Counties had a segment of road that were clearly outside the State of Washington and should not have been included in the 2019-2020 Road Log submittal.

Scenario #2

Based on the interpretation of RCW 46.04.150 & RCW 36.75.160, Asotin County included a 1.18-mile segment of road that should not have been in their Road Log.

No action to Walla Walla County based on interpretation of "meandering road" in RCW 36.75.160

Scenario #3

Based on the interpretation of RCW 46.04.150 & RCW 36.75.160, Walla Walla County included a .56-mile segment of road that should not have been in their Road Log.

No action to Asotin County based interpretation of "meandering road" in RCW 36.75.160

Scenario #4

No action to either Walla Walla or Asotin Counties based on the County Engineers' actions to remove the segments from their county's Road Log.

Staff request that the CRABoard consider all four scenarios for possible amendment of the Master County Road Log for the calendar years 2020 and 2021, the two years under the current MVFT allocation cycle. The CRABoard's decision on this will also guide staff on potential clarifying language for WAC amendments.

Attachment B

Albert Wang's response -

"This is an interesting question that does not necessarily have a clear answer, but on balance I believe it would be permissible for CRAB to include those portions of county roads that cross into other states when calculating MVFT allocations."

As you know, RCW 46.68.122 requires CRAB to take into account "the county's total annual road cost" as a proportion of the total annual road costs of all counties, when distributing motor vehicle funds to the counties. The term "road cost" is defined with reference to the "total estimated county road replacement cost, plus the total estimated annual maintenance cost." RCW 46.68.124(2). Therefore, the question is whether funds are being spent on the replacement and maintenance of "county roads," as that term is used in the statute.

RCW 46.04.150 defines a "county road" as "every public highway or part thereof, outside the limits of cities and towns and which has not been designated as a state highway." In turn, RCW 46.04.197 defines a "highway" as "the entire width between the boundary lines of every way publicly maintained when any part thereof is open to the use of the public for purposes of vehicular travel." Notably, this definition of "highway" does not require that the highway be in the state, unlike definitions of "highway" within other statutes. *Compare* RCW 36.75.010(11) (defining "highway" as "every way, lane, road, street, boulevard, and every way or place in the state of Washington open as a matter of right to public vehicular travel..."); RCW 81.80.010 (defining "public highway" as "every street, road, or highway in this state.")

When statutes use different language, the courts presume that the legislature intended different things. So, a court might determine that the portion of a county road falling outside the state—though not a "highway" or a "county road" under RCW 36.75 or 81.80—could be a "highway" and a "county road" under CRAB's statute, RCW 46.68. A court could also determine that, notwithstanding the definitions described above, RCW 36.75.160 clearly envisions at least some "county roads" falling partially outside of the state.

In either case, if counties are actually spending funds on replacing and maintaining those parts of county roads that fall outside the state boundary—as RCW 36.75.160 appears to authorize them to do—then it would probably be consistent with the legislative intent to account for such road spending in allocating MVF funds.



Asotin County



DEPUTY DIRECTOR'S REPORT

Prepared by Andrew Woods, PE

CRABoard Meeting – April 29-30, 2021

Reporting Period: January 23, 2021 to April 23, 2021

DEPUTY DIRECTOR REPORT

County Engineer Changes Since January 2021:















Brook Priest, P.E. was appointed Pacific County Engineer on April 27, 2021








County Visits Since January 2021:

Whatcom County – April 14

OTHER ACTIVITIES OF THE DEPUTY DIRECTOR

All activities virtual unless noted otherwise

-  Washington Highway Users Federation Weekly Briefing
 - a. January 27 – Representative Fey (Chair House Transportation Committee)
 - b. February 3 – Senator Hobbs (Chair Senate Transportation Committee)
 - c. February 10 – Representative Barkis (Ranking Member House Transportation Committee)
 - d. February 24 – CRAB & TIB
 - e. March 3 – WSDOT Secretary Millar
 - f. March 10 – Transportation Commission (Reema Griffith)
 - g. March 31 – Representative Fey
 - h. April 7 – WSDOT Panel (Stephanie Tax)
-  Streetlight Data Presentation – February 1
-  Legislative Transportation Staff Q&A – February 2
-  Representative Ramos (New Grant Program) – February 4
-  Legislative Revenue Proposal Review w/ Jane Wall – February 11
-  WSACE & CRAB Revenue Discussion – February 16
-  WSACE Board of Directors Meeting – February 17
-  DES HR & Payroll Services meeting – February 24
-  Local Programs Bridge Engineer Meet and Greet – February 25
-  GIS-Mo Executive Steering Committee – February 25
-  Traffic Records Governance Council – March 4
-  NACO Transportation Policy Steering Committee – March 8
-  Legislative/Executive Authority and the County Road Engineer Training – March 10-11
-  Amended Transportation Budget Debrief w/ WSACE & Chad Johnson – March 23

-  Representative Ramos (New Grant Program) – March 24
-  Walla Walla County Road Levy Discussion – March 25
-  WSACE Managing Director Recruitment Kickoff – March 31
-  Representative Ramos (New Grant Program) – April 1
-  NACE Board Meeting – April 19
-  NACE Annual Conference – April 20 – 22
-  NACE Board Meeting – April 23

County Road Administration Board Agency Summary BITD as of March 2021

Fund 108 MVF Admin Operating

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	1,177,633	1,031,888	1,097,577	(65,689)	80,056
Employee Benefits	366,900	320,051	352,723	(32,672)	14,177
Travel	99,000	73,500	51,998	21,502	47,002
Capital Outlays	115,308	52,908	19,053	33,855	96,255
Grants, Benefits & Client Services	0	0	563	(563)	(563)
Goods and Services	1,103,159	837,891	747,586	90,305	355,573
Sum:	2,862,000	2,316,238	2,269,500	46,738	592,500

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
Salaries and Wages	47,404	49,710	(2,306)	1,031,888	1,097,577	(65,689)
A AA State Classified	27,531	29,764	(2,233)	568,515	623,418	(54,903)
AC State Exempt	19,873	19,946	(73)	410,373	411,894	(1,521)
AS Sick Leave Buy-Out	0	0	0	7,000	19,831	(12,831)
AT Terminal Leave	0	0	0	46,000	42,434	3,566
Employee Benefits	15,615	16,123	(508)	320,051	352,723	(32,672)
B BA Old Age and Survivors Insurance	2,939	2,995	(56)	60,687	67,069	(6,382)
BB Retirement and Pensions	6,179	6,447	(268)	126,627	141,108	(14,481)
BC Medical Aid & Industrial Insurance	433	197	236	8,097	4,256	3,841
BD Health, Life & Disability Insurance	5,270	5,758	(488)	108,282	121,764	(13,482)
BH Hospital Insurance (Medicare)	687	701	(14)	14,187	14,265	(78)
BK Paid Family and Medical Leave	107	0	107	2,171	(0)	2,171
BT Shared Leave Provided Sick Leave	0	0	0	0	1,458	(1,458)
BU Shared Leave Provided Per Holiday	0	0	0	0	0	0
BV Shared Leave Provided Annual Leave	0	0	0	0	2,753	(2,753)
BZ Other Employee Benefits	0	25	(25)	0	50	(50)
Goods and Services	25,737	46,559	(20,822)	837,891	747,586	90,305
E EA Supplies and Materials	975	926	49	20,475	23,113	(2,638)
EB Communications/Telecommunications	627	571	56	13,158	11,417	1,741
EC Utilities	1,023	904	119	21,477	14,695	6,782
ED Rentals and Leases - Land & Buildings	7,349	5,732	1,617	154,329	115,093	39,236
EE Repairs, Alterations & Maintenance	0	0	0	2,546	7,018	(4,472)
EF Printing and Reproduction	401	139	262	8,424	4,400	4,024
EG Employee Prof Dev & Training	0	2,700	(2,700)	69,000	24,968	44,032
EH Rental & Leases - Furn & Equipment	144	140	4	4,529	2,977	1,552
EJ Subscriptions	0	0	0	2,175	444	1,731
EK Facilities and Services	6,724	7,275	(551)	139,467	153,220	(13,753)
EL Data Processing Services (Interagency)	5,278	7,171	(1,893)	126,148	134,993	(8,845)
EM Attorney General Services	178	0	178	3,680	1,004	2,676
EN Personnel Services	2,532	3,509	(977)	52,699	75,594	(22,895)
EP Insurance	88	89	(1)	3,902	6,621	(2,719)
ER Other Contractual Services	418	0	418	28,682	26,208	2,474
ES Vehicle Maintenance & Operating Cst	0	0	0	6,500	678	5,822
ET Audit Services	0	0	0	21,103	19,140	1,963
EW Archives & Records Management Svcs	0	0	0	764	763	1
EY Software Licenses and Maintenance	0	17,403	(17,403)	154,933	125,236	29,697
EZ Other Goods and Services	0	0	0	3,900	8	3,893

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Travel	2,000	3,333	(1,333)	73,500	51,998	21,502
GA In-State Subsistence & Lodging	1,000	1,867	(867)	31,500	22,578	8,922
GB In-State Air Transportation	0	0	0	0	649	(649)
GC Private Automobile Mileage	400	742	(342)	9,600	6,729	2,871
GD Other Travel Expenses	100	0	100	3,150	629	2,521
GF Out-of-State Subsistence & Lodging	0	0	0	9,000	800	8,200
GG Out-of-State Air Transportation	0	0	0	3,000	800	2,200
GN Motor Pool Services	500	723	(223)	17,250	19,814	(2,564)
Capital Outlays	0	14,922	(14,922)	52,908	19,053	33,855
JA Noncapitalized Assets	0	14,922	(14,922)	41,869	18,972	22,897
JB Noncapitalized Software	0	0	0	7,500	81	7,419
JC Furnishings & Equipment	0	0	0	3,539	0	3,539
Grants, Benefits & Client Services	0	0	0	0	563	(563)
NZ Other Grants and Benefits	0	0	0	0	563	(563)
Total Dollars	90,756	130,647	(39,891)	2,316,238	2,269,500	46,738

Succession Plan Funding - Fund 108 Approp 030

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Salaries and Wages	58,000	58,000	58,000	0	0
Sum:	58,000	58,000	58,000	0	0

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Salaries and Wages	0	0	0	58,000	58,000	0
AA State Classified	0	0	0	58,000	58,000	0
Total Dollars	0	0	0	58,000	58,000	0

Fund 186 CAPA Operating

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Salaries and Wages	1,054,561	919,801	864,017	55,784	190,544
Employee Benefits	346,415	302,204	277,632	24,572	68,783
Professional Service Contracts	0	0	201,500	(201,500)	(201,500)
Travel	30,360	22,420	15,234	7,186	15,126
Capital Outlays	17,721	12,353	1,267	11,086	16,454
Grants, Benefits & Client Services	0	0	173	(173)	(173)
Interagency Reimbursements	0	0	(352,336)	352,336	352,336
Goods and Services	227,943	161,744	275,724	(113,980)	(47,781)
Sum:	1,677,000	1,418,522	1,283,210	135,312	393,790

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Salaries and Wages	44,920	38,964	5,956	919,801	864,017	55,784
AA State Classified	44,920	38,964	5,956	919,801	843,409	76,392
AS Sick Leave Buy-Out	0	0	0	0	4,480	(4,480)
AT Terminal Leave	0	0	0	0	16,127	(16,127)
Employee Benefits	14,737	13,377	1,360	302,204	277,632	24,572
BA Old Age and Survivors Insurance	2,785	2,346	439	57,024	51,755	5,269
BB Retirement and Pensions	5,777	5,054	723	118,291	108,759	9,532
BC Medical Aid & Industrial Insurance	171	180	(9)	3,591	3,522	69
BD Health, Life & Disability Insurance	5,173	5,173	0	106,281	102,474	3,807
BE Allowances	0	76	(76)	0	1,041	(1,041)
BH Hospital Insurance (Medicare)	651	549	102	13,336	12,104	1,232
BK Paid Family and Medical Leave	180	0	180	3,681	0	3,681

Category	FM Allotment	FM Expenditure	FM Variance	BITD Allotment	BITD Expenditures	BITD Variance
BT Shared Leave Provided Sick Leave	0	0	0	0	2,263	(2,263)
BU Shared Leave Provided Per Holiday	0	0	0	0	0	0
BV Shared Leave Provided Annual Leave	0	0	0	0	1,666	(1,666)
BW Shared Leave Received	0	0	0	0	(5,952)	5,952
Professional Service Contracts	0	0	0	0	201,500	(201,500)
CA Management and Organizational Services	0	0	0	0	6,500	(6,500)
CD Computer/Information Services	0	0	0	0	195,000	(195,000)
Goods and Services	5,511	14,937	(9,426)	161,744	275,724	(113,980)
EA Supplies and Materials	299	284	15	6,279	5,148	1,131
EB Communications/Telecommunications	193	12	182	4,042	1,314	2,728
EC Utilities	314	277	37	6,589	4,313	2,276
ED Rentals and Leases - Land & Buildings	2,254	1,758	496	47,330	35,295	12,035
EE Repairs, Alterations & Maintenance	0	0	0	781	648	133
EF Printing and Reproduction	123	43	80	2,584	1,349	1,235
EG Employee Prof Dev & Training	2,284	828	1,456	22,684	11,064	11,620
EH Rental & Leases - Furn & Equipment	44	43	1	1,387	911	476
EJ Subscriptions	0	0	0	667	136	531
EL Data Processing Services (Interagency)	0	0	0	0	0	0
ER Other Contractual Services	0	0	0	6,900	13,165	(6,265)
ES Vehicle Maintenance & Operating Cst	0	0	0	1,817	96	1,721
EY Software Licenses and Maintenance	0	11,693	(11,693)	60,408	203,260	(142,852)
EZ Other Goods and Services	0	0	0	276	(977)	1,253
Travel	600	1,003	(403)	22,420	15,234	7,186
GA In-State Subsistence & Lodging	300	748	(448)	9,600	8,168	1,432
GB In-State Air Transportation	0	0	0	0	168	(168)
GC Private Automobile Mileage	100	255	(155)	2,740	2,757	(17)
GD Other Travel Expenses	50	0	50	1,140	585	555
GF Out-of-State Subsistence & Lodging	0	0	0	2,760	2,179	581
GG Out-of-State Air Transportation	0	0	0	920	1,377	(457)
GN Motor Pool Services	150	0	150	5,260	0	5,260
Capital Outlays	0	0	0	12,353	1,267	11,086
JA Noncapitalized Assets	0	0	0	8,949	1,242	7,707
JB Noncapitalized Software	0	0	0	1,104	25	1,079
JC Furnishings & Equipment	0	0	0	2,300	0	2,300
Grants, Benefits & Client Services	0	0	0	0	173	(173)
NZ Other Grants and Benefits	0	0	0	0	173	(173)
Interagency Reimbursements	0	(14,434)	14,434	0	(352,336)	352,336
SA Salaries and Wages	0	(8,780)	8,780	0	(17,560)	17,560
SC Professional Service Contracts	0	0	0	0	(165,764)	165,764
SE Goods and Services	0	(5,654)	5,654	0	(154,286)	154,286
SJ Capital Outlays	0	0	0	0	(14,726)	14,726
Total Dollars	65,768	53,847	11,921	1,418,522	1,283,210	135,312

Fund 102 RATA Operating

Category	BI Allotment	BITD Allotment	BITD Expenditures	BITD Variance	BI Variance
Salaries and Wages	842,270	741,019	730,069	10,950	112,201
Employee Benefits	279,824	244,073	237,789	6,284	42,035
Travel	2,640	2,100	1,586	514	1,054
Capital Outlays	0	0	110	(110)	(110)
Grants, Benefits & Client Services	0	0	15	(15)	(15)

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Goods and Services	12,266	11,345	13,100	(1,755)	(834)	
Sum:	1,137,000	998,537	982,669	15,868	154,331	

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Salaries and Wages	36,262	31,910	4,352	741,019	730,069	10,950
AA State Classified	36,262	31,910	4,352	741,019	730,065	10,954
AS Sick Leave Buy-Out	0	0	0	0	1	(1)
AT Terminal Leave	0	0	0	0	3	(3)
Employee Benefits	11,917	10,389	1,528	244,073	237,789	6,284
BA Old Age and Survivors Insurance	2,248	1,919	329	45,939	45,137	802
BB Retirement and Pensions	4,663	4,139	524	95,296	94,073	1,223
BC Medical Aid & Industrial Insurance	138	129	9	2,898	2,831	67
BD Health, Life & Disability Insurance	4,197	3,709	488	86,229	85,252	977
BE Allowances	0	44	(44)	0	599	(599)
BH Hospital Insurance (Medicare)	526	449	77	10,750	12,084	(1,334)
BK Paid Family and Medical Leave	145	0	145	2,961	0	2,961
BT Shared Leave Provided Sick Leave	0	0	0	0	2,098	(2,098)
BU Shared Leave Provided Per Holiday	0	0	0	0	(0)	0
BV Shared Leave Provided Annual Leave	0	0	0	0	1,666	(1,666)
BW Shared Leave Received	0	0	0	0	(5,952)	5,952
Goods and Services	350	725	(375)	11,345	13,100	(1,755)
EA Supplies and Materials	26	25	1	546	446	100
EB Communications/Telecommunications	16	1	15	352	114	238
EC Utilities	27	24	3	570	375	195
ED Rentals and Leases - Land & Buildings	196	153	43	4,116	3,069	1,047
EE Repairs, Alterations & Maintenance	68	0	68	136	56	80
EF Printing and Reproduction	11	4	7	227	117	110
EG Employee Prof Dev & Training	0	72	(72)	1,400	5,562	(4,162)
EH Rental & Leases - Furn & Equipment	4	4	0	122	120	2
EJ Subscriptions	0	0	0	116	12	104
EL Data Processing Services (Interagency)	0	0	0	0	0	0
ER Other Contractual Services	0	0	0	1,200	153	1,047
ES Vehicle Maintenance & Operating Cst	0	0	0	200	8	192
EY Software Licenses and Maintenance	0	443	(443)	2,318	3,065	(747)
EZ Other Goods and Services	2	0	2	42	0	42
Travel	10	331	(321)	2,100	1,586	514
GA In-State Subsistence & Lodging	0	245	(245)	1,000	1,155	(155)
GB In-State Air Transportation	0	0	0	0	15	(15)
GC Private Automobile Mileage	0	86	(86)	240	260	(20)
GD Other Travel Expenses	0	0	0	80	23	57
GF Out-of-State Subsistence & Lodging	0	0	0	240	121	119
GG Out-of-State Air Transportation	0	0	0	80	12	68
GN Motor Pool Services	10	0	10	460	0	460
Capital Outlays	0	0	0	0	110	(110)
JA Noncapitalized Assets	0	0	0	0	108	(108)
JB Noncapitalized Software	0	0	0	0	2	(2)
Grants, Benefits & Client Services	0	0	0	0	15	(15)
NZ Other Grants and Benefits	0	0	0	0	15	(15)
Total Dollars	48,539	43,354	5,185	998,537	982,669	15,868

Fund 102 RATA Capital Grants

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>	
Grants, Benefits & Client Services	62,884,000	58,723,500	40,213,784	18,509,716	22,670,216	
Sum:	62,884,000	58,723,500	40,213,784	18,509,716	22,670,216	

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Grants, Benefits & Client Services	1,444,500	805,127	639,373	58,723,500	40,213,784	18,509,716
NZ Other Grants and Benefits	1,444,500	805,127	639,373	58,723,500	40,213,784	18,509,716
Total Dollars	1,444,500	805,127	639,373	58,723,500	40,213,784	18,509,716

Fund 108 MVF Capital Grants

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Grants, Benefits & Client Services	1,456,000	1,456,000	1,455,800	200	200
Sum:	1,456,000	1,456,000	1,455,800	200	200

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Grants, Benefits & Client Services	0	0	0	1,456,000	1,455,800	200
NZ Other Grants and Benefits	0	0	0	1,456,000	1,455,800	200
Total Dollars	0	0	0	1,456,000	1,455,800	200

Fund 186 CAPA Capital Grants

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Grants, Benefits & Client Services	39,590,000	35,250,000	30,053,801	5,196,199	9,536,199
Sum:	39,590,000	35,250,000	30,053,801	5,196,199	9,536,199

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
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<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Grants, Benefits & Client Services	1,910,000	928,946	981,054	35,250,000	30,053,801	5,196,199
N NZ Other Grants and Benefits	1,910,000	928,946	981,054	35,250,000	30,053,801	5,196,199
Total Dollars	<u>1,910,000</u>	<u>928,946</u>	<u>981,054</u>	<u>35,250,000</u>	<u>30,053,801</u>	<u>5,196,199</u>

CRAB Emergency Loan Program - Account 23M - Approp R10

<u>Category</u>	<u>BI Allotment</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>	<u>BI Variance</u>
Grants, Benefits & Client Services	1,012,196	1,012,196	1,012,196	0	0
Sum:	<u>1,012,196</u>	<u>1,012,196</u>	<u>1,012,196</u>	<u>0</u>	<u>0</u>

<u>Category</u>	<u>FM Allotment</u>	<u>FM Expenditure</u>	<u>FM Variance</u>	<u>BITD Allotment</u>	<u>BITD Expenditures</u>	<u>BITD Variance</u>
Grants, Benefits & Client Services	0	0	0	1,012,196	1,012,196	0
N NR Loan Disbursements	0	0	0	1,012,196	1,012,196	0
NZ Other Grants and Benefits	0	0	0	0	0	0
Total Dollars	<u>0</u>	<u>0</u>	<u>0</u>	<u>1,012,196</u>	<u>1,012,196</u>	<u>0</u>

**County Road Administration Board - All Fund Rollup
19-21 Projections**

Category	FY20	Exp. Thru	Projected	Projected	Projected	Projected	Projected
	Allotments	FM 21 Mar-2021	FM 22 Apr-2021	FM 23 May-2021	FM 24 Jun-2021	Exp. Total	Variance
Salaries and Wages	3,132,464	2,749,663	121,264	146,756	142,471	3,160,154	(27,690)
Employee Benefits	993,139	868,144	37,052	37,052	37,052	979,300	13,839
Professional Service Contracts	-	201,500	1,250	1,250	1,250	205,250	(205,250)
Goods and Other Services	1,343,368	1,036,409	144,322	38,701	102,810	1,327,897	15,471
Travel	132,000	68,818	25,140	3,620	5,220	102,798	29,202
Capital Outlays	133,029	20,431	-	-	-	20,431	112,598
Interagency Reimbursements	-	(352,336)	-	-	(5,654)	(357,990)	357,990
Grants	104,942,196	72,736,331	3,192,500	2,590,000	14,723,915	93,242,746	11,699,450
Sum without Grants:	5,734,000	4,592,629	329,028	227,379	283,149	5,437,839	296,161
Category							
Salaries and Wages	3,132,464	2,749,663	121,264	146,756	142,471	3,160,154	(27,690)
AA State Classified	2,609,472	2,254,893	101,317	101,317	101,629	2,559,156	50,316 AW Vacant
AC State Exempt	469,992	411,894	19,947	19,947	19,947	471,735	(1,743)
AS Sick Leave Buy-Out	7,000	24,312		5,457	5,012	34,781	(27,781)
AT Terminal Leave	46,000	58,564		20,035	15,883	94,482	(48,482)
Employee Benefits	993,139	868,144	37,052	37,052	37,052	979,300	13,839
BA Old Age and Survivors Insurance	187,566	163,962	6,891	6,891	6,891	184,635	2,931
BB Retirement and Pensions	390,075	343,941	14,433	14,433	14,433	387,240	2,835
BC Medical Aid & Industrial Insurance	16,816	10,609	446	446	446	11,947	4,869
BD Health, Life & Disability Insurance	344,712	309,490	13,664	13,664	13,664	350,482	(5,770)
BE Allowances	-	1,640				1,640	(1,640)
BH Hospital Insurance (Medicare)	43,865	38,453	1,618	1,618	1,618	43,307	558
BK Paid Family and Medical Leave	10,105	-				-	10,105
BT Shared Leave Provided Sick Leave	-	5,819				5,819	(5,819)
BU Shared Leave Provided Per Holiday	-	(0)				(0)	0
BV Shared Leave Provided Annual Leave	-	6,084				6,084	(6,084)
BW Shared Leave Received	-	(11,903)				(11,903)	11,903
BZ Other Employee Benefits	-	50				50	(50)
Professional Service Contracts	-	201,500	1,250	1,250	1,250	205,250	(205,250)
CA Professional Service Contracts	-	201,500	1,250	1,250	1,250	205,250	(205,250)
Goods and Other Services	1,343,368	1,036,409	144,322	38,701	108,464	1,327,897	15,471
EA Supplies and Materials	31,148	28,707	1,300	1,300	1,300	32,607	(1,459)
EB Communications/Telecommunications	20,040	12,844	395	395	395	14,029	6,011 CTS Services \$355/mo
EC Utilities	32,720	19,383	1,364	1,364	1,364	23,475	9,245 Verizon US Bank \$40/mo
ED Rentals and Leases - Land & Buildings	235,168	153,457	7,643	7,643	7,643	176,386	58,782 MJR Utilities
EE Repairs, Alterations & Maintenance	6,790	7,722			3,395	11,117	(4,327) MJR Rent
EF Printing and Reproduction	12,818	5,867	100	100	100	6,167	6,651 Sharp \$100/mo
EG Employee Prof Dev & Training	98,203	41,594			16,910	58,504	39,699
EH Rental & Leases - Furn & Equipment	6,622	4,009	186	186	186	4,567	2,055 Sharp \$186/mo - August had September charged during the month
EJ Subscriptions	5,800	592			2,900	3,492	2,308
EK Facilities and Services	159,634	153,220	7,032	7,032	7,032	174,316	(14,682) DES CMS \$452/mo DES RES \$187/mo DES Office Fac \$273/mo DES SAFS \$6,120/mo

Category	FY20	Exp. Thru	Projected	Projected	Projected	Projected	Projected	
	Allotments	FM 21 Mar-2021	FM 22 Apr-2021	FM 23 May-2021	FM 24 Jun-2021	Exp. Total	Variance	
EL Data Processing Services (Interagency)	144,278	134,993	10,199	7,827	7,827	160,846	(16,568)	CTS Allocations \$4,333/mo CTS Services \$3,000/mo DES Info Sys \$53/mo OFM Core Fin \$254/qtr OFM Enterprise Sys \$2,118/qtr
EM Attorney General Services	4,214	1,004			2,078	3,082	1,132	
EN Personnel Services	60,292	75,594	3,327	3,327	3,327	85,575	(25,283)	DES Training \$3,327/mo OFM Personnel \$585/qtr
EP Insurance	4,171	6,621	87	87	87	6,882	(2,711)	
ER Other Contractual Services	37,950	39,526	419			39,945	(1,995)	OFM Central Service \$419/qtr Contracts for ESRI & Ben Hoffman \$18,600
ES Vehicle Maintenance	9,517	783	1,066	50	50	1,949	7,568	
ET Audit Services	21,103	19,140				19,140	1,963	
EW Archives & Records Management Svcs	874	763	109			872	2	
EY Software Licenses and Maintenance	447,802	331,560	111,095	9,390	53,870	505,916	(58,114)	Removed software - pre-paying software in FY2 at the end of the biennium June \$52,691 per Drew Woods Memo for IT items CTS Services \$795/mo Web Hosting Other from Eric Document 1/25/2021
EZ Other Goods and Services	4,224	(969)				(969)	5,193	
Travel	132,000	68,818	25,140	3,620	5,220	102,798	29,202	
GA In-State Subsistence & Lodging	60,000	31,900	13,500	2,300	2,100	49,800	10,200	
GB In-State Air Transportation	-	832				832	(832)	
GC Private Automobile Mileage	16,000	9,746	2,360	510	550	13,166	2,834	
GD Other Travel Expenses	6,000	1,237	1,180	150	300	2,867	3,133	
GF Out-of-State Subsistence & Lodging	12,000	3,100				3,100	8,900	
GG Out-of-State Air Transportation	4,000	2,189				2,189	1,811	
GN Motor Pool Services	34,000	19,814	8,100	660	2,270	30,844	3,156	
Capital Outlays	133,029	20,431	-	-	-	20,431	112,598	
JA Noncapitalized Assets	115,821	20,322				20,322	95,499	IT hardware Purchased
JB Noncapitalized Software	17,208	108				108	17,100	
Interagency Reimbursements	-	(352,336)	-	-	(5,654)	(357,990)	357,990	
SC Professional Service Contracts	-	(165,764)				(165,764)	165,764	
SE Goods and Services	-	(171,846)			(5,654)	(177,500)	177,500	
SJ Capital Outlays	-	(14,726)				(14,726)	14,726	
Grants	104,942,196	72,736,331	3,192,500	2,590,000	14,723,915	93,242,746	11,699,450	
NZ Grants RATA 102	62,884,000	40,213,784	1,360,000	1,360,000	8,250,216	51,184,000	11,700,000	Reduction of \$11,700,000 in passed budget
NZ Grants MVF 108	1,456,000	1,455,800				1,455,800	200	
NZ Grants CAPA 186	39,590,000	30,053,801	1,832,500	1,230,000	6,473,699	39,590,000	(0)	
NZ Emergency Loan Grant Program 23M	1,012,196	1,012,196				1,012,196	0	
NZ Grants Employee Benefits	-	750				750	(750)	
Total Dollars	5,734,000	4,592,629	329,028	227,379	288,803	5,437,839	296,161	

ENGINEERING AND ADMINISTRATIVE SUPPORT SPECIALIST REPORT

Prepared by Derek Pohle, PE

CRABoard Meeting – April 29-30, 2021

Reporting Period: February 2021 thru April 2021

COUNTY VISITS

Whatcom County, Lummi Island Ferry, CFCIP review

COUNTY CONTACTS/CONSULTING

Total Contacts: 107

Number of: Counties: 32 Other Agencies: 8 Public: 0

COUNTY AUDITS – For Fiscal Year 2017

No new audit issues, with compliance components initiating consultative contacts, involving the road fund or road departments, have been reviewed in the last quarter.

OFFICE OF THE COUNTY ENGINEER TRAINING


Legislative/Executive Authority and the County Road Department Training March 10 - 11 via Zoom. 75 participants on Day 1, 65 on Day 2.

Updated CE and BOCC training content for 2021-2022.

COUNTY ENGINEER DESK REFERENCE

Began editing and updating the existing Desk Reference for 2021 Update release.

OTHER ACTIVITIES OF THE EASS

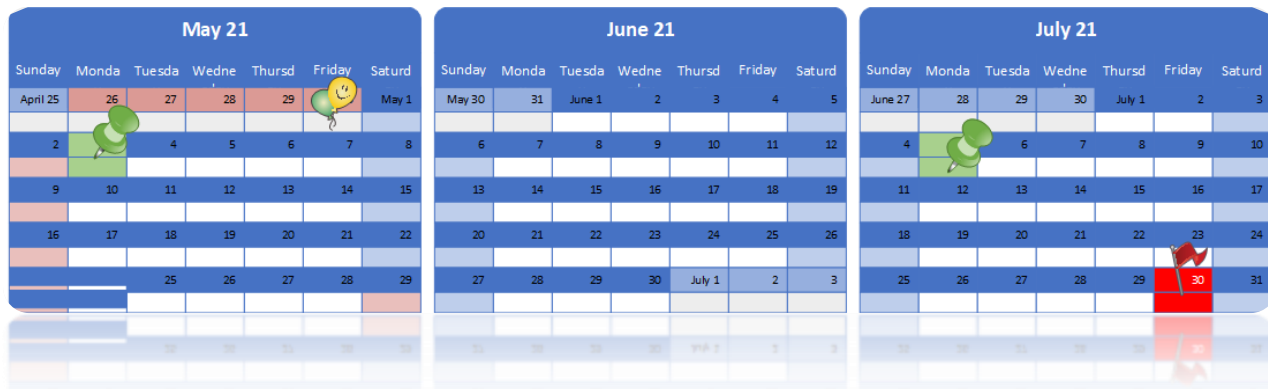
 Review of proposed legislation (2021 Bills)

April 2021 CRABoard Meeting Information Services Update

Ongoing Projects Summary

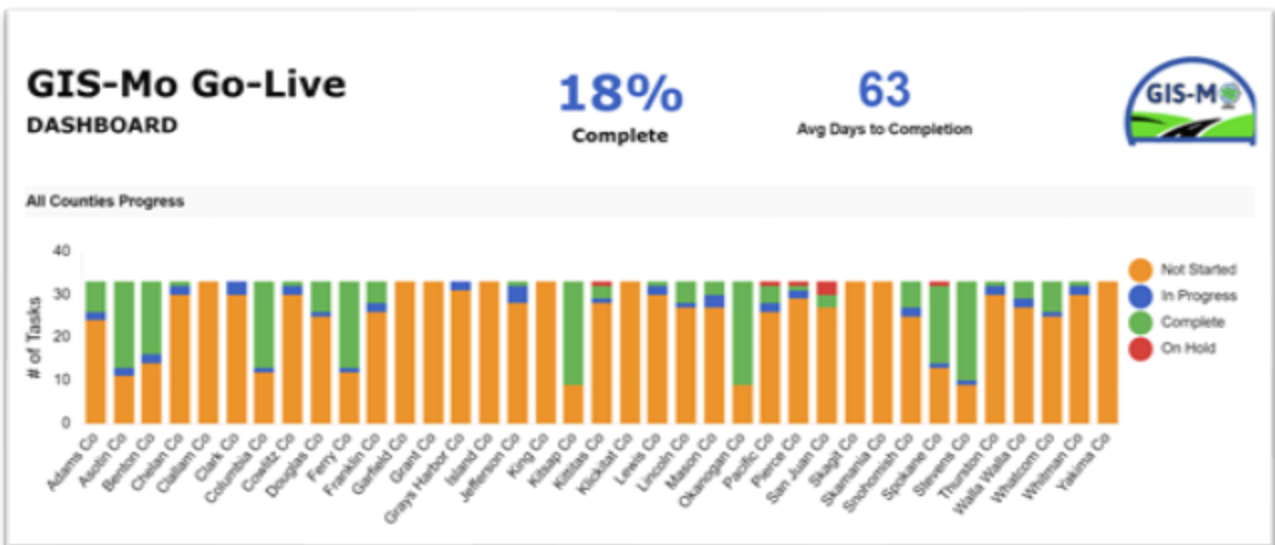


All major projects are within scope, schedule, and budget. GIS-Mo will officially be three years old on May 1, 2021. We've been in go-live since January 11, 2021 which is scheduled through July 31, 2021. Our project tracking metrics give 63 average days to completion, with all road logs due May 3, 2021 our last county will go-live by July 5. This gives a three-week slack in schedule for official oversight which again is scheduled through July 31, 2021. CRAB and County staff continue to collaborate and support each other through this major organizational change.



County Specific GIS-Mo Activities

- February 4, 2021 – Pierce County
- February 18, 2021 – Wahkiakum County
- February 22, 2021 – Ferry County
- March 1, 2021 – King County
- March 15, 2021 – Whatcom County
- March 29, 2021 – Spokane County
- April 28, 2021 – Spokane County





The first step into Microsoft 365 (M365) was completed April 18, 2021. This first step of three was the most significant change and wasn't without its challenges. However, Scott Campbell, IT System Security Specialist and Angela Rice, IT System Administrator worked through the weekend with WaTech to achieve the project objectives. CRAB Staff and customers did experience some communication issues via email, and CRAB Staff lost productivity with certain services

unavailable initially on Monday. By Wednesday upwards of 99% of products and services were available.

The M365 has already provided a valuable resource in Microsoft Teams for communication, collaboration, and remote work. Additionally, we now have staff documents backed up to Microsoft OneDrive improving our disaster recovery posture.

The remaining phases of this project will bring more remote work functionality in the form of Teams Telephony, and collaboration tools such as SharePoint. Ultimately, CRAB staff will have tools to increase productivity and responsiveness without a net increase.

Additional Information Services Activities Update

a. Administrative

- i. Title Change
 - Donna Quach and Nolen Young have had their respective titles changed to Software Engineer to better convey their duties and skills.
- ii. IT Staff Professional Development
 - Microsoft Enterprise Skills Initiative
 - M365 Administration (Scott Campbell & Angela Rice)
 - SQL Server Administration (Angela Rice)
 - Donna underway with B.S. in Computer Science

b. System Security Update

- i. Periodic IT Security Assessment preparation underway
- ii. Cybersecurity
 - Continuous monitoring of advanced threat protection tools
 - Evaluated threat exposure
 - Underway with remediation
- iii. Windows critical updates performed
- iv. Full server Anti-Virus sweeps

c. Budget

- i. Under budget for biennial hardware replacement, all hardware received with exception of docking stations.

Strategic Plan & Performance Measures

4A1 Service requests resolved in developing uniform and efficient transportation-related information technology resources.

January 1 to March 31, 2021: **84.8%** (125 submitted, 106 resolved)

4A2 Percent of Agency systems up-time during operational hours (6AM – 6PM, M-F).

January 1 to March 31, 2021: **99.98549%% uptime**

Design Systems and UAS Programs

1. Design Systems

➤ Training Program

- No in-person learning has been delivered or scheduled for last quarter. We are planning to begin offering in-person training this quarter.

➤ Software Support

- In 2005, CRAB negotiated with Autodesk, the makers of Civil 3D to replace the outgoing design software, Eagle Point, that the counties had been using for 10 years. While Civil 3D is a robust design platform, it has always had holes in its usability. With Design Systems' most recent initiative, we have moved to help the counties by patching those holes. Quux Software's Sincpac tools for Civil 3D provide a suite of tools that improve the functionality of Civil 3D for the end user. CRAB negotiated with the vendor to provide 200 licenses of their product to be distributed statewide to the counties. These licenses are being provided to CRAB at an 85% discount from their standard pricing, including their annual subscription to maintain functionality with Autodesk's ever morphing products. CRAB will provide technical support and training in the use of these tools through our LMS Training Portal.

➤ Pinnacle Series LMS

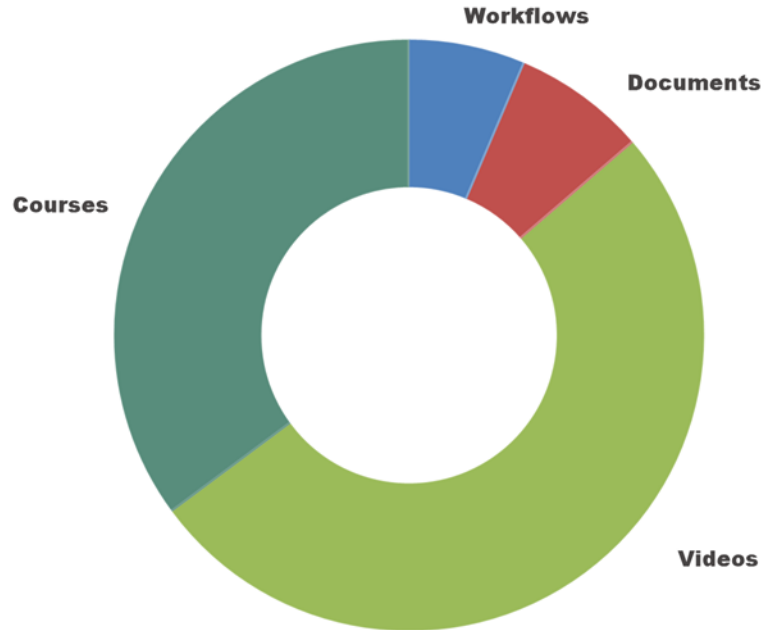
- CRAB has completed translation and uploaded assets and a learning path in support of CRAB's Annual Reporting System.
- CRAB is in the process of adding 300+ help documents and videos in support of Sincpac tools for Civil 3D.
- CRAB has held three LMS scheduled events that attracted 50± users per event. Each event has increased average use following the events.
- 2021 first quarter performance
 - The platform has 761 registered users and has had 170 unique active logins during the period.
 - Users have accessed 671 assets and 236 learning path courses.
 - Of the assets accessed, 214 were CRAB's custom content in support of GIS-Mo, RAP Online, CARS and Sincpac.
- Using imputed averages for assets and courses, CRAB provided approximately 151 person-hours of training.

Resource Access/Use

Content items and features access/used by Resource during the period.

Period: 1/22/2021 - 4/7/2021

Report Date/Time: 4/7/2021 11:48:33 AM



Summary		
Workflows:	43	(6.41%)
Documents:	49	(7.3%)
Videos:	343	(51.12%)
Courses:	236	(35.17%)
Total:	671	

Summary	
Current Registered Users:	761

Summary	
Total Unique Active Users:	170

- Design Systems issued a survey in early January to solicit feedback on Pinnacle’s content and usability. Approximately 16% of the users logging into the system in the fourth quarter responded. The results of the survey reflected that 79% of respondents found the LMS improved their skill. A question regarding content revealed that about 40 percent of content that the users wanted to learn already resides on the system. This indicates that users may need added training to utilize the search engine effectively. Other requests for content will be considered based on value to the users and CRAB’s ability to produce the desired content. The full results of the survey can be found at <http://bit.ly/CRAB-LMS-Survey>

2. UAS Program

- In February, CRAB traveled to Benton County to provide a demonstration of our quadcopter and the process for collection of topographic data. We met with staff from the GIS, Design and Survey Groups to fly their Badger Pit stockpile. Following the flight, we processed the flight data and prepared a ground model which was used to generate a volume of the stockpiles on the site. We discussed specifications of the best equipment to fit their needs in order to implement their own program.
- Kitsap County has requested a demonstration of the quadcopter for the purpose of public involvement. They would like to video a completed project from the air to highlight the improvements to the community.
- CRAB has been in contact over the past few months with Airworks, an aerial data processing company in Boston, Massachusetts. The purpose of these discussions are to advance the use of Unmanned Aircraft in the process of automated pavement rating. Pavement rating is currently done, for the most part, by an inspector physically driving a road and recording defects based on manual input and their training in pavement rating criteria. As you can imagine, each person may have a different view of the defects and as a result rate them differently. Airworks has already developed an autonomous system to convert aerial orthophotos into planimetric data that can be used in design. We believe that their current system can be trained to identify road defects and apply a standardized rating to these defects. This could in turn be used to create a level un-biased pavement rating system. Over the next few months, we will work with them to develop a project scope.
- The UAS Program has acquired some new equipment for our quadcopter. We have upgraded to quadcopter to collect accurate survey grade data using global positioning systems that will improve accuracy to 2-3 cm horizontally and 5 cm vertically. This system includes a 20-megapixel camera to improve image quality.

We have also acquired a thermal camera for the quadcopter. With the addition of this camera, CRAB will combine it with our existing zoom camera to demonstrate to the counties the value of unmanned aircraft in collection of visual inspection data for bridges and structures.