

**WEST SOUND UTILITY DISTRICT
RESOLUTION 629-16**

**A RESOLUTION OF THE
WEST SOUND UTILITY DISTRICT BOARD OF COMMISSIONERS
AUTHORIZING THE AWARD OF A SMALL WORKS CONTRACT FOR
REHABILITATION OF WELL NO. 18 TO HOLT DRILLING, INC.**

WHEREAS, West Sound Utility District ("District") prepared plans and specifications for the Well No. 18 rehabilitation project; and

WHEREAS, the District solicited proposals from the small works roster and received two (2) bids for the project; and

WHEREAS, the lowest responsible bidder for the well rehabilitation project was Holt Drilling, Inc.; Now, Therefore,

**THE BOARD OF COMMISSIONERS OF WEST SOUND UTILITY DISTRICT
HEREBY RESOLVES:**

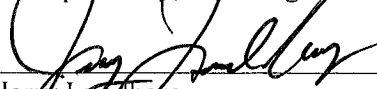
Section 1. West Sound Utility District approves and awards the contract for the Well No. 18 rehabilitation project to Holt Drilling, Inc. in the amount of \$26,700, plus 8.7% state sales tax.

Section 2. The General Manager is hereby authorized to execute the minor services contract with Holt Drilling, Inc. and is further authorized to approve amendments or change orders in an amount not to exceed 10% of the contract amount, provided the changes are: a) within the scope of the project; b) consistent with the bid process; and c) executed in writing.


APPROVED and ADOPTED by the Board of Commissioners of West Sound Utility District at a regular scheduled meeting on November 7, 2016.

WEST SOUND UTILITY DISTRICT

Kitsap County, Washington



Jerry Lundberg
Chairperson



Susan Way
Vice Chairperson



James J. Hart
Secretary

**West Sound Utility District - Well 18
2016 - Rehabilitation Cost Estimate**

Task #	Task Description	Estimated Hours	Hourly Rate	Mark-up	Estimated Cost	Hokaido Drilling		Holt Services Inc.		Nicholson Drilling	
						Hourly Rate	Estimated Cost	Hourly Rate	Estimated Cost	Hourly Rate	Estimated Cost
Task 1	Remove Existing Pump	6	\$ 275 /hr.	-	\$1,650	\$290	\$1,740	\$325	\$1,950		
Task 2	Video Inspection	0	by District	-	\$1,000	\$0	\$1,000	\$0	\$0		
Task 3	Place Aqua Clear PFD	3	\$ 275 /hr.	-	\$825	\$290	\$870	\$325	\$975		
Task 4	Scrub 12-inch Casing	3	\$ 275 /hr.	-	\$825	\$290	\$870	\$325	\$975		
Task 5	Scrub 10-inch Screen	3	\$ 275 /hr.	-	\$825	\$290	\$870	\$325	\$975		
Task 6	Surge Aqua Clear into Formation	8	\$ 275 /hr.	-	\$2,200	\$290	\$2,320	\$325	\$2,600		
Task 7	Install Temporary Pump	4	\$ 275 /hr.	-	\$1,100	\$290	\$1,160	\$400	\$1,600		
Task 8	Pump & Surge	24	\$ 275 /hr.	-	\$6,600	\$290	\$6,960	\$400	\$9,600		
Task 9	Shock Chlorination	3	\$ 275 /hr.	-	\$825	\$290	\$870	\$325	\$975		
Task 10	Pump Until Clear	6	\$ 275 /hr.	-	\$1,650	\$290	\$1,740	\$325	\$1,950		
Task 11	Remove Temporary Pump	4	\$ 275 /hr.	-	\$1,100	\$290	\$1,160	\$325	\$1,300		
Task 12	Video Inspection	0	by District	-	\$1,000	\$0	\$1,000	\$0	\$0		
Task 13	Reinstall Perminant Pump	8	\$ 275 /hr.	-	\$2,200	\$290	\$2,320	\$325	\$2,600		
Misc.	Est. Mob / Demob	-	-	-	\$7,500	LS	\$12,500	LS	\$800		
Misc.	Chemicals and Supplies	-	-	15%	\$400		\$400		\$400		
Subtotal					\$29,700		\$35,780		\$26,700		\$0
	WA Sales Tax (8.7%)				\$2,583.90		\$3,112.86		\$2,322.90		
Totals		72			\$32,284		\$38,893		\$29,023		\$0

CR Hydrogeologic Consulting

Task #	CR	Est. hrs	Hourly Rate	Estimated Cost
Task 1	0	\$90/hr.	\$	-
Task 2	4	\$90/hr.	\$	360
Task 3	3	\$90/hr.	\$	270
Task 4	0	\$90/hr.	\$	-
Task 5	0	\$90/hr.	\$	-
Task 6	3	\$90/hr.	\$	270
Task 7	0	\$90/hr.	\$	-
Task 8	12	\$90/hr.	\$	1,080
Task 9	2	\$90/hr.	\$	180
Task 10	4	\$90/hr.	\$	360
Task 11	0	\$90/hr.	\$	-
Task 12	4	\$90/hr.	\$	360
Task 13	0	\$90/hr.	\$	-
Rehab R	24	\$90/hr.	\$	2,160
Subtotal	56			
Mileage	350	\$0.50/mi.	\$	175
Total	56		\$	5,040

WSUD Direct Expenses

Video Inspection \$2,000

MINOR SERVICES CONTRACT

THIS AGREEMENT is entered into this 8th day of November, 2016 by and between **WEST SOUND UTILITY DISTRICT**, a Washington State municipal corporation (“District”), and **Holt Services, Inc.** (“Service Provider”).

Pursuant to its procedures, District has determined that Service Provider is able to perform the services hereinafter described at a reasonable price. The purpose of this Contract is to set forth the agreement of the parties in writing.

NOW, THEREFORE, in consideration of the terms and conditions contained in this Contract, the parties agree as follows:

1. **Services**. The Service Provider shall perform all services to a completed state, and furnish all reports, permits, tools, materials and equipment for the District regarding the scope of work described on the attached “EXHIBIT A”, which by this reference is incorporated herein and made a part hereof.

2. **Service Provider Compensation**. The Service Provider shall be compensated in the total sum of \$26,300.00 for its services, plus Washington State sales tax, if applicable, in the sum of \$2,288.10. Unless otherwise stated in EXHIBIT A, compensation shall be paid within thirty (30) days completion of the services in a good and satisfactory manner.

3. **Service Provider Work Standards**. The Service Provider shall perform its services in a good, safe, professional and timely fashion. All materials that may be used in its services shall be new and of a good or superior quality. The Service Provider shall be personally responsible for performance of all services and obligations placed upon it hereunder and shall not assign any of its obligations hereunder to any third party or entity.

4. **Service Provider Representative**. The person in charge of Service Provider’s services hereunder shall be Randy Holt. He/she shall make himself/herself available to the District’s General Manager or other designated District representative(s) at all reasonable times for consultation. The Service Provider’s representative shall provide his/her work and cell phone numbers to the District’s designated representative.

5. **Inspections**. Prior to commencing its services, the Service Provider shall meet with the District’s General Manager and/or any other District representatives assigned to this project as determined by the District’s General Manager, and these parties shall set forth an inspection or review schedule to be followed by the District in inspecting or reviewing the Service Provider’s services while it progresses or after its completion.

6. **Completion Deadline**. Service Provider’s services hereunder shall commence on or about the 21st of November, 2016, and shall be completed by no later than the 15th day of December, 2016.

7. **Service Provider Status as Independent Contractor**. During the term of this Contract, the Service Provider is and shall be at all times an independent contractor.

8. **Termination**. The District shall have the right to immediately terminate this Contract for public convenience or if the Service Provider violates any of the substantive terms of this Contract.

9. **Legal Action**. Should either the District or Service Provider commence legal action relating to the provisions of this Contract against the other, the party who substantially prevails

shall be awarded judgment for all costs and legal fees incurred in the legal action from the party who substantially loses. Venue for any such action shall be in Kitsap County, Washington.

10. Indemnification. The Service Provider shall defend, indemnify and save the District and its officers, employees and representatives harmless from any and all claims, risks, losses, damages, demands, suits, judgments and attorneys' fees, or other expenses of every kind, on account of injury to or the death of any person(s), or on account of all property damage of every kind, or loss of use resulting therefrom, to any person or entity arising out of or in any manner connected with the services performed under this Contract by the Service Provider.

11. Insurance. The Service Provider shall obtain and keep in force during the term of this Contract, bodily injury, property damage, and vehicle insurance, all as approved by the District, which insurance shall provide coverage to the Service Provider and District for any harm caused by the Service Provider while performing its services hereunder.

12. Prevailing Wages / Non-Discrimination. The Service Provider shall pay all applicable prevailing wages and post all required notices regarding the same as required by Washington law. The Service Provider shall comply with Washington's non-discrimination laws in its hiring practices.

13. Cooperation of Parties. The parties shall strive at all times to cooperate with one another in good faith so the terms and intent of this Contract may be carried out in a good and timely manner.

14. Complete Agreement. This Agreement constitutes the full and complete agreement of the parties concerning the matters set forth herein. There are no other agreements, either in written or verbal form concerning the matters covered herein, that shall be provided with any legal effect. Any changes or amendments hereto shall be set forth in writing and signed by each party.

IN WITNESS WHEREOF, we have each set our hands hereto to evidence our respective consents hereto as of the date appearing by our signatures.

WEST SOUND UTILITY DISTRICT

SERVICE PROVIDER

by: _____
Michael R. Wilson, General Manager

by: _____
Print Name: _____
Its duly authorized representative for entry
into this Contract.

Date: _____

Date: _____

Address: _____

E-mail: _____

Phone: _____

Exhibit "A"

West Sound Utility District - Well 18 Rehabilitation
2016

Contractor Holt Services Inc

Date 10/26/16

Task #	Task Description	Estimated Hours	Hourly Rate	Bid Price
Task 1	Remove Existing Pump	8	325 ⁰⁰	1950 ⁰⁰
Task 2	Video Inspection	0	By District	
Task 3	Place Aqua Clear CHC	3	325 ⁰⁰	975 ⁰⁰
Task 4	Set 12 inch casing	3	325 ⁰⁰	975 ⁰⁰
Task 5	Sort 10 inch screen	3	325 ⁰⁰	975 ⁰⁰
Task 6	Surge Aqua Clear Information	8	325 ⁰⁰	2600 ⁰⁰
Task 7	Install Temporary Pump	4	400 ⁰⁰	1600 ⁰⁰
Task 8	Pump & Surge	24	400 ⁰⁰	9600 ⁰⁰
Task 9	Shock Chlorination	3	325 ⁰⁰	975 ⁰⁰
Task 10	Pump Unit Clear	6	325 ⁰⁰	1950 ⁰⁰
Task 11	Remove Temporary Pump	4	325 ⁰⁰	1300 ⁰⁰
Task 12	Video Inspection	0	By District	
Task 13	Reinstall Permanent Pump	8	325 ⁰⁰	2600 ⁰⁰
Misc	Mob/Damob	LS	LS	800 ⁰⁰
	Subtotal			26,300 ⁰⁰
	WA Sales Tax (8.7%)			2,289 ¹⁰
	Totals			28,589 ¹⁰

Estimated Start Date within 7 days of NTP

Estimated Completion Date Approx 7 days

Signature [Handwritten Signature]