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YV Conference of Governments  
Homeless and Housing Program  
**2018 RFQ - Water and Sewer Utilities**  
7/30/2018 deadline

City of Yakima, WA  
**Yakima Water and Sewer Extension to Camp Hope**

**USD\$ 200,000.00** Requested

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**Application Questions**

**PROJECT NARRATIVE**

**1. PROJECT SUMMARY: Provide a brief description of the proposed project and approved use of property as a temporary homeless encampment.**

This project is a request to fund the installation of public water and sewer utilities on City of Yakima-owned property for the purpose of serving a temporary homeless encampment. The encampment, known as "Camp Hope" is operated by Transform Yakima Together, a faith-based non-profit organization that has a lease from the City of Yakima.

The City of Yakima intends that these public water and sewer lines will provide service to the homeless encampment and subsequently to a more permanent facility that provides homeless shelter, transitional housing or other combination of services and housing. Homeless services at this location are contingent upon a provider continuing on-site services and the funds for operation. The City does not provide homeless services at this site. The City provides the location, pursuant to the Lease. As such, the City cannot guarantee that the services will be used for three years.

**2. LOCATION: In what City or Cities will your project be located?**

City of Yakima, WA

**3. LINK TO NEED: Describe how the proposed project, including the location, meet the needs of a temporary homeless encampment. Are other sites available that would better serve a temporary homeless encampment?**

The City of Yakima, at an open public meetings, affirmed Transform Yakima Together to operate a temporary homeless encampment at this proposed location by Resolution R-2017-042, adopted March 21, 2017, amended by R-2017-129 (October 17, 2017), and further amended by Resolution R-2018-045 on May 15, 2018. Authority to install public water and sewer with funds from YVCOG was granted by the City of Yakima on June 5, 2018 in Resolution R-2018-64 and in R-2018-065 to contract for the engineering of such project. In conjunction with these City of Yakima actions related to funding, the Yakima Valley Conference of Governments Executive Committee has authorized participation and funding from the Local Filing Fees.

Further, YVCOG previously provided funding to the temporary encampment's operator, TYT, in the 2018 RFP funding cycle. No other sites requested or received funding as part of that cycle.

**4. TIMELINE & DELIVERABLES: Please describe in detail the projected timeline for project completion and proposed deliverables.**

The City of Yakima executed a contract with HLA, a private civil engineering firm to prepare the engineering plans and specifications for extension of public water and sewer facilities to the existing temporary encampment on June 5, 2018. The engineering project is underway at this time. Preliminary estimates indicate the project costs will be approximately \$260,000. However, actual project plans and estimates are not yet available. Construction bid documents are expected by early September, with a bid award in mid-September. An installation contractor should be in place in October, with the work starting in mid-October.

The project includes four components:

1. Extension of a public water line from Viola Avenue to the encampment;
2. Extension of a public sewer line and installation of a grinder pump/mini-lift station to service the camp;
3. Service plans to extend the public water and sewer lines to the north for future development northeast of the existing encampment.
4. Connections from the public mains to the kitchen and bath facilities. The cost of these private lines has not yet been estimated.

**5. D) POTENTIAL BARRIERS: Describe any potential barriers to achieving project completion and strategy for overcoming these barriers in order to meet the proposed timeline.**

The installation of water and sewer is expected in 4th quarter 2018. At this time, we do not know what impediments may delay that schedule. No installation contractor has been selected, nor have parts been ordered. The sewer line lift station/grinder pump is expected to be a pre-assembled small component. If the engineering plans indicate that a larger, custom designed facility is necessary, there will be a delay in installation. If early winter weather is severe, it may delay installation.

The encampment operators (TYT) have worked with the City of Yakima to make sure installation of the utilities will have the least disruption to the existing encampment by anticipating the location of service lines inside the camp and planning around them. Living adjacent to a construction site can be hazardous and disruptive. Both TYT and the City of Yakima are working to minimize the disturbance and maximize safety.

**6. CAPITAL IMPROVEMENT: Please attach a copy of the zoning approval or city council approval allowing a temporary homeless encampment at the site of water and sewer utility installation.**

The encampment site is fully recognized by the City of Yakima as a Faith Based temporary encampment, as authorized under RCW 35.21.915. The following five Resolutions adopted by the City of Yakima are of record and may be provided in full to the RFP Committee if requested:

- R-2017-042, adopted March 21, 2017,
- R-2017-129, adopted October 17, 2017,
- R-2018-045, adopted May 15, 2018.
- R-2018-64 and R-2018-065 adopted June 5, 2018

**Budget**

<b>CAPITAL IMPROVEMENT PROJECT BUDGET</b>	<b>This Request</b>	<b>Other Federal</b>	<b>Other State/Local</b>	<b>Private or Other</b>	<b>TOTAL</b>
Design & Inspection			USD\$ 50,000.00		USD\$ 0.00
Project Manager/Consultants	USD\$ 0.00		USD\$ 20,000.00		USD\$ 0.00
Relocation Costs (if applicable)					USD\$ 0.00
Title Insurance					USD\$ 0.00
Environmental Review					USD\$ 0.00
Permits & Fees					USD\$ 0.00
Land Acquisition					USD\$ 0.00
Site Development & Landscape					USD\$ 0.00

Utilities	USD\$ 200,000.00	USD\$ 0.00	USD\$ 30,000.00	USD\$ 0.00
Other: In-kind				USD\$ 130,000.00
<b>Total</b>	<b>USD\$ 200,000.00</b>	<b>USD\$ 0.00</b>	<b>USD\$ 100,000.00</b>	<b>USD\$ 130,000.00</b>
				<b>USD\$ 0.00</b>

### Budget Narrative

As stated previously in this application, the engineering cost estimates for water and sewer extensions, as well as the on-site services have not yet been developed. We anticipate, based on preliminary information the total engineering costs will be approximately \$260,000. All connection fees and permit fees will be covered by this project.

However, a contingency budget must be part of this estimate, since parts, and installation costs are not known at this time. Additionally, this contract will also provide the on-site installation of private water and sewer connections to the bath houses and the kitchen. This was not part of the original concept, but it will provide the most expedient method of accomplishing the goal of providing public utilities to the encampment. The requested \$200,000 is a supplemental request to the \$100,000 approved by the YVCOG Executive Committee on May 31, 2018, for a total requested appropriation of \$300,000.

The City of Yakima has provided in excess of \$130,000 as in-kind value. The land is a no-cost lease to TYT. Staff time for this project has also been at no cost.

### Documents

Documents Requested *	Required?	Attached Documents *
Verification and Signature (2018 RFP APPLICATION COVER SHEET) <a href="#">download template</a>	✓	<a href="#">Yakima Submittal letter Water and Sewer Extension</a>
Project Map/Program Service Area	✓	<a href="#">Map of Camp Hope utilities</a>
General Liability Insurance Certificate	✓	<a href="#">City of Yakima Insurance Certificate</a>
Agency's Audit Report for the most recent Fiscal Year	✓	<a href="#">2016 CAPER</a>
Other relevant documentation		

\* ZoomGrants™ is not responsible for the content of uploaded documents.

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