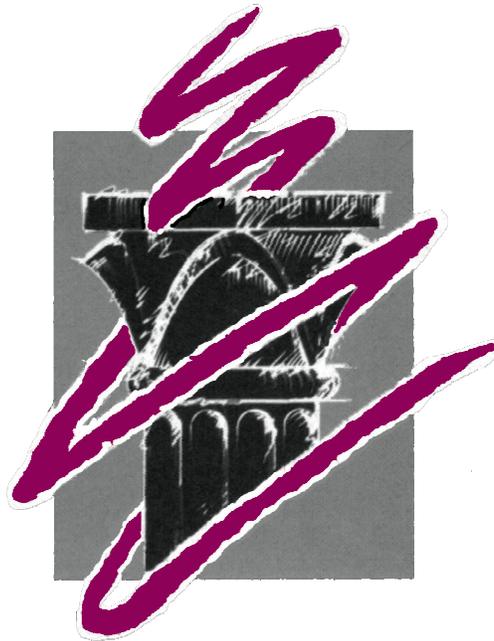


**FEASIBILITY STUDY**  
**for**  
**North Beach Water District**  
**Ocean Park, Washington**

**November 2013**



**The Driftmier Architects, P.S.**

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NOVEMBER 19, 2013

BOARD OF COMMISSIONERS  
C/O MR. BILL NEAL, GENERAL MANAGER  
NORTH BEACH WATER DISTRICT  
PO BOX 618  
OCEAN PARK, WA 98640

RE: 2013 FACILITIES STUDY

DEAR COMMISSIONERS AND MR. NEAL:

THIS REPORT INCLUDES THE NEEDS REPORT, SITE EVALUATIONS, AND CONCEPT PLAN FOR THE NEW DISTRICT EQUIPMENT AND INVENTORY BUILDING THAT MAY OR MAY NOT HAVE AN ATTACHMENT. THE REPORT INCLUDES COST INFORMATION RELATED TO THE GENERAL ROUGH BUDGET FOR SUCH A BUILDING, WHETHER REMODELING AN EXISTING BUILDING IN DOWNTOWN. THIS WORK IS BASED ON OBSERVATION OF OTHER FACILITIES, DISCUSSION WITH DISTRICT STAFF, CODE RESEARCH, AND ON OUR KNOWLEDGE OF OTHER SIMILAR FACILITIES.

THE DOCUMENT BEGINS WITH AN OVERVIEW OF DISTRICT BACKGROUND, MISSION STATEMENT, REQUIREMENTS, FOLLOWED BY THE PROGRAM AREA REQUIREMENTS.

TWO ROUGH PROJECT BUDGETS ARE INCLUDED. ONE ESTIMATES THE GENERAL COST OF IDENTIFIED EXISTING OFFICE BUILDING ON VERNON AVENUE DOWNTOWN. THE OTHER OUTLINES PROVIDING A NEW PRE-ENGINEERED METAL BUILDING WITH OFFICE AT THE NORTH WELLHEAD.

THE SITE CONSTRAINTS PLAN SHOWS LIMITATIONS AND OPPORTUNITIES FOR DEVELOPMENT ON THE SITE. THE SITE PLAN OUTLINES HOW THE BUILDING WOULD FIT ONTO THE PROPERTY, AND THE FLOOR PLAN ONLY TO SHOW THAT THE DISTRICT'S NEEDS CAN BE MET IN A BUILDING OF 6,000 SF WITH AN EN

NEXT PHASE

THE NEXT PHASE OF WORK ONCE A DECISION IS MADE WILL BE TO DEVELOP THE CONCEPTS INTO PRELIMINARY DESIGN, SEEK PRELIMINARY APPROVALS FROM THE COUNTY, PREPARE TECHNICAL DRAWINGS, REQUIRED CIVIL ENGINEERING, ETC., AND THEN PURSUE PERMITTING, BIDDING, AND CONSTRUCTION.

THIS PROJECT IS OF A SIZE IT WILL REQUIRE SEPA REVIEW. WHILE THE COUNTY WOULD LIKE TO GO THROUGH THE SEPA PROCESS, WE WOULD SUGGEST THAT THE DISTRICT PROCESS SEPA THEMSELVES. IT IS IMPORTANT TO DO A THOROUGH REVIEW, HAVING IT UNDER YOUR CONTROL CAN SAVE TIME AND MONEY. WHEN AN APPLICATION IS MADE FOR BUILDING PERMIT OR OTHER APPROVALS, THE SEPA DECLARATION SHOULD BE SUBMITTED WITH THE SUBMITTAL PACKAGE.

### SITE CONCEPT

THE ATTACHED NORTH WELLHEAD SITE CONCEPT IS BASED ON THE EXISTING CONDITION, AVOIDING THE ABANDONED HOUSE HAS BEEN REMOVED, AND THE UNDERSTANDING THAT THE TRAIL ON THE PROPERTY WILL BE ABANDONED, ELIMINATING THE SETBACK REQUIREMENTS THAT WOULD APPLY TO THE PROPERTY. AS YOU CAN SEE FROM THE SITE CONSTRAINTS PLAN, THERE IS LITTLE SPACE AVAILABLE FOR CONSTRUCTION TO THE WEST PORTION OF THE PROPERTY.

THE SITE PLAN PROVIDED ANTICIPATES A PARKING LOT FOR UP TO 19 CARS ALONG THE ROAD RUNNING FROM THE SOUTH SIDE OF THE PARKING LOT SOUTH. THE BUILDING WOULD BE ABOUT THE SAME SIZE WITH THE FRONT PORTION BEING DEVOTED TO DISTRICT OFFICES AND THE BOARD MEETING ROOM. THE MIDDLE OF THE BUILDING WOULD BE THE STORAGE AND INVENTORY SPACE WITH SHORTER WALLS ON THE EAST SIDE AND THEN THE BACK OR SOUTH PORTION OF THE BUILDING DEVOTED TO THREE DRIVE-THROUGH PARKING INTENDED TO ACCOMMODATE CURRENT AND PROPOSED DISTRICT MOTORIZED VEHICLES. THERE WOULD BE DRIVE-THROUGH BAYS SO THAT VEHICLES COULD ENTER ONE SIDE AND DRIVE OUT THE OTHER, ELIMINATING BACK-UP ALARMS, WHICH ARE ONE OF THE BIGGER NEIGHBOR COMPLAINTS RELATED TO THE FACILITY.

A SUGGESTED FENCE LAYOUT IS INCLUDED, WHICH HAS GATES TO HELP SEPARATE DISTRICT OFFICES FROM OTHER VEHICLES AND PROVIDES SECURITY FOR THE PRIMARY BUILDINGS ON THE SITE. A POLE-MOUNTED LIGHT FOR A STORMWATER INFILTRATION POND IS SHOWN IN THE NORTHEAST CORNER OF THE SITE. THERE WOULD ALSO GO BETWEEN THE PARKING LOT AND THE SHOP BUILDING. LIGHTING RELATED TO THE DISTRICT OFFICE EXTERIOR COULD BE BUILDING-MOUNTED OR COULD BE POLE-MOUNTED. BUILDING-MOUNTED LIGHTING IS MORE EXPENSIVE BUT CREATES MORE GLARE IN THE NEIGHBORHOOD.

### OFFICE LOCATION

IT IS ALWAYS DIFFICULT TO COMPARE TWO DISSIMILAR OPPORTUNITIES WHEN THEY HAVE BOTH FAVORABLE AND UNFAVORABLE ATTRIBUTES. IN THE END, THE CHOICE BETWEEN TWO DISSIMILAR OPPORTUNITIES MUST BE MADE BASED ON ALL RELEVANT FACTORS.

- IN THIS CASE ONE OPTION WOULD BE TO PURCHASE AND REMODEL AN AVAILABLE BUILDING ON VERNON AVENUE TO SUIT THE DISTRICT'S NEEDS. A BUSINESS OFFICE IN TOWN PROVIDES EASY COMMUNITY ACCESS AND VISIBILITY BUT IT SEPARATES THE STAFF AND CONTINUES THE DISTRICT OPERATING OUT OF TWO PRIMARY LOCATIONS.
- THE OTHER OPTION WOULD BE TO BUILD A BUSINESS OFFICE AT THE NORTH WELLFIELD. THE FIELD CREW CURRENTLY OPERATES OUT OF. OPERATING BOTH ADMINISTRATIVE AND OPERATIONAL FROM THE SAME LOCATION WILL PROVIDE MANAGERIAL AND ECONOMIC ADVANTAGES. A BUSINESS OFFICE LOCATED AT THE NORTH WELLFIELD WOULD BE ACCESSIBLE (BUT NOT HIGHLY VISIBLE) TO THE COMMUNITY.

THERE ARE DISTINCT ADVANTAGES FOR A UTILITY TO BE VISIBLE IN THE COMMUNITY AND PROVIDE EASY ACCESS TO CUSTOMERS AND RATEPAYERS. THE AVAILABLE BUILDING ON VERNON AVENUE PROVIDES EASY VISIBILITY AND ACCESSIBLE COMMUNITY PRESENCE. IT WOULD MEAN THAT THE DISTRICT WOULD MAINTAIN BOTH AN EQUIPMENT BUILDING AND AN OFFICE IN ADDITION TO THE OTHER FACILITY. THE DISTRICT CURRENTLY IS RESPONSIBLE FOR.

IN WORKING WITH NUMEROUS WATER AND SEWER DISTRICTS AS WELL AS OTHER UTILITIES COMMON THEME IN A DESIRE TO HAVE ALL STAFF AND PRIMARY EQUIPMENT IN ONE LOCATION. GENERALLY VOICED AS A NEED TO UNIFY THE STAFF AND WORK AS ONE TEAM. IT ALSO COMES FROM MANAGERS TO BE NEAR THE PEOPLE AND ACTIVITIES THAT THEY MANAGE. LOCATING THE NEW EQUIPMENT BUILDING AT THE NORTH WELL HEAD SITE WOULD ACCOMPLISH BOTH BRING THE EFFICIENCY OF HAVING ALL STAFF REPORTING TO THE SAME SITE FOR WORK EACH DAY (NEED TO DRIVE ACROSS TOWN TO TALK WITH ANOTHER STAFF MEMBER.) THIS SITE IS EASILY ACCESSIBLE TO THE PUBLIC BUT IT IS NOT HIGHLY VISIBLE IN THE COMMUNITY.

IT MAY BE THAT THE DISTRICT WOULD BE INFORMED BY SOLICITING OPINIONS AND COMMENTS, FORMAL, OR AN INFORMAL SURVEY OF THE RATEPAYERS TO DETERMINE THEIR PRIORITY REQUIREMENTS OF THE BUSINESS OFFICE.

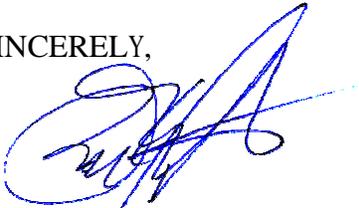
#### LOCATION COMPARISON

IT APPEARS THAT INCLUDING THE DISTRICT OFFICE IN THE NEW VEHICLE AND INVENTORY BUILDING IS MORE EXPENSIVE THAN THE COST OF PURCHASE AND REMODEL OF THE BUILDING ON VERNON. OPERATION COSTS, INCLUDING UTILITIES, MAINTENANCE, AND SIMILAR ITEMS, WOULD BE MORE FOR TWO BUILDINGS THAN FOR ONE.

WHILE THIS IS PRESENTED AS A FINAL DOCUMENT FOR STATING DISTRICT NEEDS, SITE EVALUATION AND DESIGN, WE ARE VERY INTERESTED IN COMMENTS, CONCERNS OR QUESTIONS THAT YOU MAY HAVE. IF ANYTHING INCORRECT OR INACCURATE IN THE REPORT, IT NEEDS TO BE CORRECTED PRIOR TO PRELIMINARY DESIGN. PLEASE LET US KNOW OF ANYTHING THAT COMES TO YOUR ATTENTION.

WE HAVE ENJOYED WORKING WITH THE DISTRICT THROUGH THE FIRST PORTION OF THE PROJECT AND HOPE TO CONTINUATION OF THE WORK WITH YOU.

SINCERELY,



RICK DRIFTMIER, AIA, PRESIDENT  
THE DRIFTMIER ARCHITECTS, P.S.

ATTACHMENT

# North Beach Water District Feasibility Study

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# **Needs Report and Support Data**

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**The Driftmier Architects, P.S.**

## NEEDS REPORT

### BACKGROUND

THE NORTH BEACH WATER DISTRICT WAS CREATED BY THE COMBINATION OF TWO INVESTMENT SYSTEMS, OCEAN PARK WATER COMPANY AND PACIFIC WATER COMPANY. IT WAS FIRST ESTABLISHED AS A PUBLIC WATER DISTRICT BY THE NORTH BEACH PUBLIC DEVELOPMENT AUTHORITY IN 2004 AND THEN AS A PUBLIC WATER DISTRICT BY THE DISTRICT IS BOUNDED ON THE NORTH BY TWO SEPARATE PRIVATE SYSTEMS. ONE IS THE OCEAN PARK WATER SYSTEM #29240 WITH ABOUT 70 HOOKUPS AND HAS DEPARTMENT OF HEALTH APPROVED FOR AN UNSPECIFIED NUMBER OF HOOKUPS AND THE OTHER IS THE SURF SIDE HOMEOWNER'S ASSOCIATION WATER SYSTEM WITH ABOUT 2,246 HOOKUPS AND HAS DEPARTMENT OF HEALTH APPROVED FOR AN UNSPECIFIED NUMBER OF HOOKUPS. THE DISTRICT IS BOUNDED ON THE SOUTH BY LONG BEACH MUNICIPAL WATER SYSTEM WITH ABOUT 1,000 HOOKUPS AND HAS DEPARTMENT OF HEALTH APPROVAL FOR AN UNSPECIFIED NUMBER OF HOOKUPS.

CURRENTLY THE DISTRICT SERVES LESS THAN 50% OF THE PROPERTIES LOCATED WITHIN ITS BOUNDARIES. LIMITING FACTORS FOR GROWTH INCLUDE THE RANGE OF THE WATER DISTRIBUTION SYSTEMS, REGULATIONS THAT FAVOR THE INSTALLATION OF INEXPENSIVE SHALLOW JETTED WATER WELLS, AND THE SYSTEM TO THE NORTH IS A POTENTIAL FUTURE INCORPORATION. FOR THE PAST FEW YEARS THE DISTRICT HAS ACTUALLY BEEN LOSING CUSTOMERS TO THOSE THAT HAVE UNIMPROVED LOTS CHOOSING PRIVATE WELLS OVER THE MAINTENANCE FEE. BUT IT IS ANTICIPATED THAT AS THE ECONOMY TURNS AROUND, THE DISTRICT WILL GAIN 1% TO 3% PER YEAR. AS DEVELOPMENT WITHIN THE NORTH BEACH WATER DISTRICT BOUNDARIES CONTINUES THERE WILL BE MORE REGULATORY, ECONOMIC AND SOCIAL PRESSURE TO DISCOURAGE THE INSTALLATION OF PRIVATE WATER WELLS IN FAVOR OF PUBLIC WATER.

THE DISTRICT IS GOVERNED BY A BOARD OF THREE COMMISSIONERS. BRIAN SHELDON IS POSITION 1 AND HIS TERM RUNS TO 2015. GWEN BRAKE IS POSITION 2 AND WAS RECENTLY RE-ELECTED WITH HER TERM RUNS TO 2017. R.D. WILLIAMS IN POSITION 3 IS CURRENTLY RUNNING FOR RE-ELECTION. NO CHANGES TO THE ORGANIZATION OF THE DISTRICT ARE CURRENTLY ANTICIPATED.

STAFF CURRENTLY INCLUDES 3 PEOPLE IN THE OFFICE AND 4 IN THE FIELD. OFFICE STAFF INCLUDES A GENERAL MANAGER, OFFICE MANAGER, AND BILLING CLERK. THE DISTRICT IS CONTEMPLATING THE ADDITION OF A TEMPORARY POSITION TO DIGITIZE THE MAPPING INTO AUTOCAD AND GIS FORMATS. CURRENT FIELD STAFF INCLUDES A FIELD SUPERINTENDENT, WATER TREATMENT PLANT OPERATOR AND TWO SERVICE TECHNICIANS. WITHIN THE NEXT 5 TO 10 YEARS IT IS EXPECTED THAT ANOTHER FULL-TIME SERVICE TECHNICIAN EMPLOYEE WILL BE ADDED.

BILL NEAL IS THE GENERAL MANAGER, WHILE JACK MCCARTY IS THE OFFICE MANAGER. THE DISTRICT IS CURRENTLY ADVERTISING TO FILL THE BILLING CLERK POSITION. BOB HUNT IS THE FIELD SUPERINTENDENT. MORRISON IS THE WATER TREATMENT PLANT OPERATOR. THE DISTRICT IS BROKEN INTO TWO DEPARTMENTS. THE ADMINISTRATIVE DEPARTMENT IS RUN BY THE GENERAL MANAGER AND THE FIELD DEPARTMENT IS RUN BY THE FIELD SUPERINTENDENT.

## MISSION STATEMENT

THE MISSION OF THE NORTH BEACH WATER DISTRICT IS TO PROVIDE HIGH QUALITY WATER COMMERCIAL, INDUSTRIAL, AND FIRE PROTECTION USES THAT MEETS OR EXCEEDS ALL LOCAL STANDARDS AND TO PROVIDE COURTEOUS AND RESPONSIVE SERVICE AT THE MOST REASONABLE COST TO CUSTOMERS.

## DISTRICT GOALS

SOME OF THE DISTRICT GOALS ARE TO:

1. IMPROVE INFRASTRUCTURE.
2. STABILIZE RATES.
3. BUILD A COMPREHENSIVE PLAN THAT PROVIDES A ROAD MAP FOR THE FUTURE OF THE DISTRICT.

CURRENTLY THE DISTRICT PROVIDES EMERGENCY POWER FOR ALL ITS FACILITIES EXCEPT THE BUILDING(S) WOULD HAVE ITS OWN SEPARATE GENERATOR TO PROVIDE POWER TO THE OFFICE AND VEHICLE SPACES.

THE EXTERIOR APPEARANCE OF THE BUILDING NEEDS TO BE PRACTICAL AND MAYBE EVEN MODERN. COMMISSIONERS WANT TO ADHERE TO THEIR COMMITMENT TO BE GOOD STEWARDS OF PUBLIC FUNDS.

IT IS EXPECTED THAT THE PROJECT WILL MOVE FORWARD AT A DELIBERATE PACE WHILE MAINTAINING THE QUALITY OF THE FINISHED PRODUCT TO A HURRIED PACE..

BUDGET AVAILABLE FOR THE PROJECT IS \$1 MILLION.

## INVENTORY AND VEHICLE BUILDING

1. INVENTORY AND VEHICLE BAYS NEED TO PROVIDE FOR GETTING ALL OF THE EQUIPMENT STORED. GENERALLY DOESN'T FREEZE HERE SO HEAT PROTECTION IS NOT AS IMPORTANT AS KEEPING THE WEATHER OFF OF THE VEHICLES AND EQUIPMENT.
2. THE DISTRICT CURRENTLY HAS 4 PICKUP TRUCKS, WHICH WILL EVENTUALLY BE STANDARDIZED WITH A UTILITY BOX ON EACH. THE DISTRICT ANTICIPATES PURCHASING A 5-YARD DUMP TRUCK WITH A 7,000 LB. MINI-EXCAVATOR, WHICH WILL TRAVEL ON A 10,000 LB. RATED TRAILER. THESE TRUCKS TOGETHER WITH THE MINI-EXCAVATOR ON THE TRAILER ATTACHED TO THE DUMP TRUCK WILL LIKE TO GET A 12 TO 14 FOOT INCIDENT RESPONSE TRAILER OUTFITTED WITH EQUIPMENT FOR EMERGENCY USE.
3. THE DISTRICT HAS A JOHN DEERE LAWN MOWER WITH A 64" DECK AND TRAILER FOR REMOTE PROPERTIES. THE EXISTING TRAILER IS INADEQUATE IN SIZE TO PROVIDE GOOD STORAGE. THE DISTRICT WILL EVENTUALLY REPLACE THE TRAILER WITH A 12 FOOT LANDSCAPE TRAILER TO ACCOMMODATE ALL OF THE DISTRICT'S LANDSCAPE EQUIPMENT.
4. THE DISTRICT OWNS A VACUUM EXCAVATOR ON A TRAILER AND A BACKHOE THAT ALSO MOVE ON SITE. THE BACKHOE COULD BE HOUSED IN A 3-SIDED SHED.

## OFFICE REQUIREMENTS

1. THERE WILL BE OFFICES FOR THE GENERAL MANAGER AND FOR THE OFFICE MANAGER. FOR THE BILLING CLERK SHOULD BE OUT FRONT NEAR THE COUNTER. A SECOND WORKSPACE FOR USE BY TEMPORARY EMPLOYEES OR VENDORS.
2. THERE ALSO NEEDS TO BE SUPERINTENDENT'S OFFICE/WORKSTATION THAT COULD DOUBLE AS A GIS TECHNICIAN.
3. THE PUBLIC MEETING ROOM DOES NOT NEED TO ACCOMMODATE 30 OR 40 PEOPLE FOR TRAVEL AS THESE WILL BE TAKEN TO THE FIRE STATION OR THE SCHOOL. HOWEVER, 10 TO 15 GUARDS SHOULD COMFORTABLY INTO THE MEETING ROOM WITH 3 COMMISSIONERS AND 3 OR 4 STAFF.
4. THE MEETING ROOM NEEDS TO HAVE A/V CAPABILITIES WITH A LARGE FLAT SCREEN SO THAT PRESENTATIONS AND OTHER VIDEOS CAN BE SHOWN. EQUIPMENT FOR VIDEO CONFERENCING SHOULD BE IN THE MEETING ROOM. THE ADJOURNMENT ROOM WILL BE THE EMPLOYEE BREAK ROOM.
5. THE GENERAL MANAGER'S OFFICE NEEDS TO BE HELD BACK FROM THE LOBBY AREA SO THAT THE MANAGER CAN WORK WITHOUT HAVING TO GREET EVERY CUSTOMER THAT COMES IN. THE LUNCH/ADJOURNMENT ROOM SHOULD ACCOMMODATE HALF THE STAFF AT A TIME. IT ALSO NEEDS TO ACCOMMODATE THE 3 COMMISSIONERS OR 3 STAFF, AND THE ATTORNEY FOR SHORT MEETINGS. STAFF MEETINGS AND OTHER IT MEETINGS SHOULD TAKE PLACE IN THE MEETING ROOM.
6. THERE WILL BE NO LOCKER ROOMS IN THIS BUILDING AS THE LOCKER ROOMS WILL BE IN ANOTHER BUILDING.
7. A WORKROOM THAT PROVIDES FOR FILES, PRINTER, COPIER, FOLDING AND STUFFING, AND EQUIPMENT TO PREPARE BOARD PACKETS WOULD BE HELPFUL. THE WORKROOM WILL PROBABLY HOUSE 10 TO 15 FILE CABINETS. THE FRONT COUNTER NEEDS TO ACCOMMODATE 10 TO 15 PEOPLE A DAY TO RECEIVE AND PAY BILLS AND DO BUSINESS WITH THE DISTRICT.
8. STAFF MEETINGS WILL OCCUR IN THE MEETING ROOM NOT THE LUNCH ROOM. SAFETY MEETINGS SHOULD HAPPEN IN THE MEETING ROOM. THIS FACILITY WILL NOT BE USED AS A POLLING STATION FOR OUTSIDE ORGANIZATIONS.
9. CURRENTLY WATER METERS ARE BEING READ BY AN OUTSIDE SERVICE. THE DISTRICT SHOULD BE AMR OR REMOTE READ WITH A DRIVE-BY PICK UP SYSTEM. THE CONVERSION SHOULD BE COMPLETED BY 2019. THE READER UNITS ARE CURRENTLY HOUSED ON TOP OF THE FILE CABINETS WHICH ARE RECHARGED. THIS IS ALL HANDLED BY THE BILLING CLERK WHOSE DUTIES INCLUDE THE COLLECTION OF METER DATA.
10. CURRENTLY THE DISTRICT DOES NOT HAVE A CENTRAL TELEMETRY SYSTEM.
11. THERE IS NO CENTRAL SERVER SYSTEM, BUT THE ELECTRICAL PANELS AND PHONE BOARDS SHOULD BE. A COMPUTER SYSTEM WOULD BE. EVENTUALLY THIS WILL HAVE A COMPUTER RACK AND A SERVER AND SOFTWARE, ETC.
12. PRINTERS AND COPY MACHINES ARE THE SAME EQUIPMENT AND ARE LOCATED IN A COMMON AREA. EACH OFFICE EMPLOYEE ALSO HAS A PRINTER AT THEIR DESK. THE MAILING EQUIPMENT SHOULD BE IN A ROOM WHERE THE COPY MACHINE IS BUT THE MAILING EQUIPMENT IS EXTREMELY NOISY, SO THERE SHOULD BE DOORS ON THE WORKROOM.

13. THE ARCHIVES FOR THE DISTRICT ARE KEPT IN A STORAGE ROOM AT THE TREATMENT FACILITY WELLHEAD SITE.
14. THERE IS A SAFE FOR CASH AND CHECKS.
15. THE SECURITY SYSTEM FOR THE DISTRICT IS DOOR AND WINDOW SENSORS. IT SEEMS TO BE A BIT MORE WOULD BE CONSIDERED. A&E SECURITY OUT OF ASTORIA WOULD LIKELY DO THE WORK AND INSTALLATION. A CARD OR PASSWORD ENTRY TO SECURE AREAS WOULD BE BENEFICIAL TO RECORD TO IDENTIFY THE LAST PERSON TO ENTER AND THE LAST PERSON OUT OF SENSORS. IT WOULD BE BENEFICIAL TO HAVE A CAMERA TO MONITOR THE LOBBY SO THAT ANY INTRUDER IS CAPTURED AND POSSIBLY DETERRED.
16. VEHICLE REPAIR AND TOOL INVENTORY WILL BE KEPT OTHER PLACES WHILE SMALL PARTS INVENTORY WILL BE KEPT IN THIS LOCATION. PIPE AND STRUCTURES WILL BE KEPT IN THE DISTRICT.
17. METER INVENTORY IS LIMITED TO 10 OR 12 TOTAL UNITS WITH MOST OF THEM BEING 1/2" DIAMETER.
18. METER TESTING WILL BE DONE ON A SIMPLE BENCH WITH EXISTING EQUIPMENT. THERE IS NO HYDRANT REPAIR AND NO EQUIPMENT FOR LOADING AND UNLOADING AS THE DISTRICT HAS A HYDRANT THAT WILL BE REPAIRED AND USED FOR THIS PURPOSE.

**Program Area Requirements - Office Building**

Area Use or Activity	Dim. In Feet [ W x L ]	Qty.	Depart. Subtotal	% of Total Bldg.
			Total Req'd Sq. Ft.	Notes
<b>NEW DISTRICT BUILDING</b>				
<b>Offices &amp; Workstations</b>			<b>604 SF</b>	10.2%
GENERAL MANAGER	13X14	1	185 SF	
OFFICE MANAGER	11X13	1	143 SF	
BILLING CLERKS & COUNTER	9X14	1	126 SF	
SUPERINTENDENT & GIS	10X15	1	150 SF	
<b>Office Common Spaces</b>			<b>1,698 SF</b>	28.6%
LOBBY	12X19	1	230 SF	
BOARD ROOM	26X32	1	830 SF	
LUNCH ROOM	11X15	1	170 SF	DIRECT TO BOARD RM
MEN'S TOILET	8X9	1	72 SF	
WOMEN'S TOILET	8X9	1	72 SF	
WORK ROOM	8X14	1	112 SF	
ELECTRICAL ROOM	8X14	1	112 SF	
STORAGE	9X11	1	100 SF	
<b>Operations</b>			<b>3,360 SF</b>	56.5%
VEHICLE PARKING	54X40	1	2,150 SF	
SMALL TOOLS STORAGE	20X22	1	450 SF	
TRAILER PARKING	20X38	1	760 SF	
<b>Main Floor Area Subtotal</b>			<b>5,662 SF</b>	
<b>Circulation (5% OF SUBTOTAL)</b>			283 SF	4.8%
<b>Total Office Building Footprint Area</b>			<b>5,945 SF</b>	100.0%

**North Well Head Site Equipment Building**  
 Pre-Engineered Metal Building Assumed

**BUILDING AREAS**

Office and Meeting Space	2,600 square feet	X	\$165	\$429,000	
Inventory (unheated)	400 square feet	X	\$85	\$34,000	
<u>Enclosed (unheated) Vehicle Bays</u>	<u>3,000 square feet</u>	<u>X</u>	<u>\$85</u>	<u>\$255,000</u>	
<b>SUBTOTAL</b>	<b>6,000 square feet</b>				<b>\$718,000</b>

**SITE DEVELOPMENT**

Demo and site clean up	1 Lump Sum		\$5,000	\$5,000	
Site grading and paving	1 Lump Sum		\$68,000	\$68,000	
New septic system	1 Lump Sum		\$8,000	\$8,000	
<u>Landscape</u>	<u>1 Lump Sum</u>		<u>\$2,500</u>	<u>\$2,500</u>	
<b>Subtotal</b>					<b>\$83,500</b>

<b>Generator</b> - electrical to hook to existing	1 Lump Sum		\$8,500	\$8,500	<b>\$8,500</b>
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Subtotal Building and Site Development Costs **\$810,000**

Construction Contingency (Planning Allowance) 5% **\$40,500**

**TOTAL CONSTRUCTION ALLOWANCE \$850,500**

This budget does not include the demolition of the existing building or abandon well head structures, permitting and design, WSST, equipment or furnishings

**NOTE: This is only a rough budget based on how other projects have gone and does not attempt to estimate the actual cost of your project.**

**North Well Head Site Equipment Building**  
 Pre-Engineered Metal Building Assumed

**BUILDING AREAS**

Office and Meeting Space	- 0 square feet	X	\$165	\$0	
Inventory (unheated)	Included	square feet	X	\$85	\$0
<u>Enclosed (unheated) Vehicle Bays</u>	<u>4,212</u>	<u>square feet</u>	<u>X</u>	<u>\$85</u>	<u>\$358,020</u>
<b>SUBTOTAL</b>	<b>4,212</b>	<b>square feet</b>			<b>\$358,020</b>

**SITE DEVELOPMENT**

Demo and site clean up	1 Lump Sum		\$5,000	\$5,000	
Site grading and paving	1 Lump Sum		\$68,000	\$68,000	
New septic system	- 0 Lump Sum		\$0	\$0	
<u>Landscape</u>	<u>1 Lump Sum</u>		<u>\$2,500</u>	<u>\$2,500</u>	
<b>Subtotal</b>					<b>\$75,500</b>

<b>Generator</b> - electrical to hook to existing	1 Lump Sum		\$8,500	\$8,500	<b>\$8,500</b>
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Subtotal Building and Site Development Costs					<b>\$442,020</b>
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Construction Contingency (Planning Allowance)	5%				<b>\$22,101</b>
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**TOTAL CONSTRUCTION ALLOWANCE** **\$464,121**

This budget does not include the demolition of the existing building or abandon well head structures, permitting and design, WSST, equipment or furnishings

**NOTE: This is only a rough budget based on how other projects have gone and does not attempt to estimate the actual cost of your project.**

**OFFICE BUILDING ON VERNON**

Building Purchase	2,400 square feet X				
	Asking Price			\$240,000	<b>\$240,000</b>
<b>REMODEL AND REPAIR</b>					
Demo and reframe for District use	2,400 square feet X	\$15	\$36,000		
New flooring, ceiling and finishes	2,400 square feet X	\$18	\$43,200		
Electrical system upgrade	2,400 square feet X	\$9	\$21,600		
Code compliant lighting	2,400 square feet X	\$12	\$28,800		
Central heat and ventilation (no A/C)	2,400 square feet X	\$8	\$19,200		
New code compliant toilet rooms	2 Each X	\$7,500	\$15,000		
Paint Exterior	1 Lump Sum X	\$9,500	\$9,500		
Maintenance on roof and gutters	1 Lump Sum X	\$1,500	\$1,500		<b>\$174,800</b>
<b>SITE DEVELOPMENT</b>					
Demolish chicken building	1 Lump Sum	\$8,500	\$8,500		
Clean and improve site	1 Lump Sum	\$2,500	\$2,500		
Remove and reset pavers	1 Lump Sum	\$3,000	\$3,000		
Clean, seal and restripe parking lot	1 Lump Sum	\$3,500	\$3,500		
Upgrade septic system	1 Lump Sum	\$4,000	\$4,000		
Landscape	1 Lump Sum	\$2,500	\$2,500		<b>\$24,000</b>
<b>20 KW Generator</b>	One Lump Sum	\$25,000	\$25,000		<b>\$25,000</b>
Subtotal Building Purchase and Remodel					<b>\$463,800</b>
Contingency for Unknowns (Planning Allowance)				5%	<b>23,190</b>

<b>TOTAL CONSTRUCTION ALLOWANCE</b>	<b>\$486,990</b>
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**This budget does not include permitting, design, WSST or equipment and furnishings**

**NOTE: This is only a rough budget based on how other projects have gone and does not attempt to estimate the actual cost of your project.**

# **Site Evaluation and Concept Plans**

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**The Driftmier Architects, P.S.**

## SITE EVALUATIONS

### NORTH WELLHEAD SITE

1. THE NORTH WELLHEAD SITE WAS PUT TOGETHER OVER TIME BY THE PREVIOUS OWNER. IT INCLUDES THE BAKER SILO RESERVOIRS THAT ARE 20 YEARS OLD, 8 WELLS, SHOP, TREATMENT BUILDING, AND PUBLIC BUILDING LOCATED ON THE SITE.
2. THERE IS RESIDENTIAL USE AND RESIDENTIAL ZONING ON EACH SIDE OF THE EXISTING PROPERTY.
3. THERE ARE NO KNOWN EASEMENTS AND IT IS DOUBTFUL THAT ANY EXIST. HOWEVER, THERE IS A EASEMENT AT THE SOUTHEAST CORNER THAT HAS BEEN DELINEATED AND SURVEYED BY GRAY & OSBORNE. THERE IS NO SOILS REPORT.
4. GRAY & OSBORNE IS ALSO DOING WORK ON THE SITE RELATED TO THE DRINKING WATER STATION. DISTRICT FUND. BILL WILL CHECK TO MAKE SURE THAT THERE IS NO CONFLICT BETWEEN WORK BEING DONE BY DISTRICT FUNDING AND SEPARATE WORK BEING DONE BY DISTRICT FUNDING.
5. UTILITIES FOR THE SITE INCLUDE POWER AND PHONE THAT ARE OVERHEAD, ALONG THE STREET TO THE NORTH AND TO THE SOUTH, SEPTIC SYSTEM AND A 10MG COMPUTER CONNECTION THROUGH THE STREET. THERE IS NO GAS, SANITARY SEWER, CABLE TV, RADIO ANTENNAE OR PHONE ANTENNAE.

### NOTES ON DESIGN OF THE NORTH WELLHEAD SITE

1. TO FIT BETWEEN BUILDING AND SETBACKS, WE WOULD LOOK TO LOCATE THE NEW BUILDING TO THE NORTH AND SOUTH CLOSE TO THE EAST SIDE OF THE CURRENT FILTRATION BUILDING. THE NEW BUILDING TO STAY ON THE HIGHER GROUND. IT MAY BE 3 OR 4 FEET HIGHER THAN THE LAND SURFACE.
2. TO THE NORTH WOULD BE A PARKING LOT FOR STAFF AND PUBLIC VEHICLES THAT WOULD BE 64 FEET DEEP. SO IT WOULD BE +/- 64 FEET DEEP. IN FRONT OF THIS WOULD BE THE 20 FOOT SETBACK AND A 20 FOOT SIDE AREA THAT IS OFF THE RIGHT OF WAY. THAT RESULTS IN SOMEWHERE AROUND 100 FEET PLUS OR MINUS.
3. THE INTENT WOULD BE TO LOCATE THE BUILDING SO THAT THERE IS A PARKING LOT ON THE WEST SIDE OF THE STREET WHERE THE PUBLIC WOULD PARK AND THEN ENTER THE BUILDING. DISTRICT VEHICLES WOULD ENTER FROM THE NORTH, GO THROUGH A GATE AND THEN TURN INTO THE BUILDING FROM THE WEST. THIS ALLOWS THEM TO EXIT BEHIND THE FILTRATION BUILDING. WHEN THEY LEAVE THEY WOULD TURN AND CONTINUE WEST AND EXIT THE SITE TO THE WEST OF THE SHOP BUILDING. THIS KEEPS A CLEAR SEPARATION BETWEEN PUBLIC VEHICLES AND PEDESTRIANS AND THE DISTRICT VEHICLES. STAFF WOULD PARK IN THE PUBLIC PARKING LOT OR INSIDE THE GATE.

## OCEAN PARK OFFICE BUILDING

1. THE OFFICE BUILDING IS ABOUT 2,400 SF WITH A PARKING LOT AND A SEPARATE BUILDING FOR FRIED CHICKEN AND PIZZA. THE SECOND BUILDING IS IN POOR REPAIR WHILE THE PARKING LOT AND MAIN BUILDING ARE IN PRETTY GOOD SHAPE.
2. PURCHASE PRICE FOR THE WHOLE THING IS \$240,000, WHICH MIGHT BE REDUCED TO ABOUT \$200,000 THROUGH NEGOTIATION.
3. THE BUILDING IS AN INEXPENSIVE FRAME BUILDING WITH DROP-IN CEILING THAT IS NOT IN THE BEST OF OLD LIGHTS THAT WOULD NEED TO BE REPLACED, AND NO HVAC SYSTEM.
4. I ESTIMATE THE COST OF IMPROVEMENTS TO BRING THE BUILDING TO MEET THE DISTRICT'S REQUIREMENTS AT \$100 PER SQUARE FOOT.

## NOTES ON LOCATION OF OFFICE BUILDING

1. ASSUMING 2,400 SF AND A PURCHASE PRICE OF \$240,000 PLUS \$100 PER SF FOR IMPROVEMENTS, THE LIKELY COST OF A FINISHED BUILDING WOULD BE \$480,000. (ATTACHED BUDGET IS A BIT HIGH).
2. AN OFFICE AND MEETING SPACE TO ADDRESS THE DISTRICT'S NEEDS WILL REQUIRE ABOUT 2,000 SF. ESTIMATED COST TO BUILD AN OFFICE AND MEETING SPACE IN CONJUNCTION WITH A BUILDING WOULD BE APPROXIMATELY \$165 PER SF FOR A TOTAL OF ABOUT \$430,000. RELOCATING THE BUSINESS OFFICE TO THE NORTH WELLFIELD WOULD ALSO PROVIDE OPERATIONAL SAVINGS THROUGH CONSOLIDATED UTILITY COSTS AND CONSOLIDATED EMERGENCY POWER COST.
3. THERE ARE CONSIDERATIONS OTHER THAN COST THAT SHOULD BE EVALUATED IN LOCATING THE OFFICE.
4. OCEAN PARK IS A RURAL COMMUNITY CENTER. BY KEEPING ITS BUSINESS OFFICE WITHIN THE COMMUNITY CENTER THE DISTRICT WILL DEMONSTRATE ITS SUPPORT FOR COMMUNITY CONNECTION AND PROMOTE A FEELING OF OWNERSHIP BY ITS RATEPAYERS. RATEPAYERS WILL HAVE A MORE VISIBLE AND ACCESSIBLE LOCATION TO CONDUCT BUSINESS WITH THE DISTRICT.
5. MUCH OF THE WORK CONDUCTED BY THE ADMINISTRATION AND FIELD DEPARTMENTS IS CURRENTLY CONDUCTED AT TWO LOCATIONS. THE GENERAL MANAGER IS RESPONSIBLE FOR THE OPERATION OF THE ADMINISTRATION AND FIELD OPERATIONS. COMBINING THE BUSINESS OFFICE WITH THE FIELD OPERATIONS IN ONE LOCATION WILL PROVIDE CONTINUITY IN MANAGEMENT THAT CANNOT BE ACHIEVED WITH SEPARATED LOCATIONS.
6. ONCE ALL OF THE COSTS HAVE BEEN IDENTIFIED, THE RATEPAYERS SHOULD BE POLLED ON WHETHER TO RELOCATE THE BUSINESS OFFICE AWAY FROM THE OCEAN PARK CORRIDOR. ULTIMATELY, THE DECISION WILL BE UP TO THE BOARD OF COMMISSIONERS.

**Pacific County  
Zoning Checklist**

DATE: OCTOBER 15, 2013

PROJECT: 21313.00

PROJECT:	NORTH BEACH WATER DISTRICT – EQUIPMENT BUILDING
JOB NUMBER:	21313.00
SITE LOCATION:	2320 272nd St. Ocean Park, WA 98640
PARCEL NUMBER	75026001001, 75026001002, 75026001003, 75026001004, 75026001005, 75026001006, 75026001007, 12112813015, 12112813046, 75001000015
LOCAL JURISDICTION:	Unincorporated Pacific County
Address:	300 Memorial Drive - Main South Bend, WA 98586 360.875.9334  7013 Sandridge Rd. – Community Development Long Beach, WA 98631 360.642.9381  26100 Ridge Ave/P.O. Box 890 - Pacific County Fire District #1 Ocean Park, WA 98640 360-665-4451
Planning and Community Development: Fire Department: Public Works:	Faith Taylor-Eldred - Director Jacob Brundage - Fire Marshall Mike Collins - Director
<u>LAND USE PERMIT REQUIREMENTS:</u>	
Land Use Permits and Requirements	Zoning Permit to be issued prior to submittal
SEPA	Environmental Checklist to be submitted
FEMA	None but verify
Downtown Design Review	None
Pre-Application	Mandatory prior to submittal
<u>CODES:</u>	
Zoning Code:	Pacific County Municipal Code
Building Code:	2012 International Building Code
Energy Code:	2012 Washington State, “Non-Residential Energy Code” (NREC) WAC 51-11
Ventilation Requirements:	2012 Washington State, Ventilation & Indoor Air Quality Code (VIAQC) WAV 51-13
Barrier Free Regulations:	2012 Washington State, UBC Amendment, “Chapter 11, Accessibility” with ANSI A117

<b>DETAILED REQUIREMENTS:</b>	
Site Zoning:	R-R Rural Residential (Exempt Status)
Adjacent Land Use / Zone Designation	North (Streetfront): R-R Rural Residential (Res) South: R-R Rural Residential (Res) East: R-R Rural Residential (Res) West: R-R Rural Residential (Res)

General Development Standards	R-R Residential	Maximum Building Height: 35'
Setback Requirements	R-R Residential	Minimum Front Yard: 20'  Maximum Front Yard: None  Exterior Side Yard: 20'  Exterior Rear Yard: 20'  Setback for all buildings used for machinery and equipment repair: 30'  Well Heads shall have 100' setback to avoid contamination
Parking Requirements	Quantity Required:	Min Size 10'X20'  For lots that have more than 12 stalls: 35% may be 8'X15'  For Industrial Use: 1 Space /1000 SF + 1 Space /2 Employees  Loading: 14'W X 25'L X 15'H For Buildings over 4,000 SF
Development and Design Standards	Site Sidewalks:	Pacific County Road Standards
Sensitive Areas	Wetlands/Streams  FEMA  Wildlife	None  None  None

	<p>Erosion</p> <p>Seismic Hazard Area</p> <p>SEPA</p>	<p>None</p> <p>None – Non-residential structures shall design per IBC, section 1613.5.6</p> <p>Separate review, need Pre-App Meeting</p>
Signs	<p>Building:</p> <p>Off Site Free Standing Signs:</p>	<p>Per 21.R PCMC</p> <p>1 sign per frontage @ 64 SF</p> <p>1 sign per entrance @ 32 SF</p> <p>None Permitted</p>
Landscaping Design Standards	Screening & Parking Lot Landscape- R-R zone	None

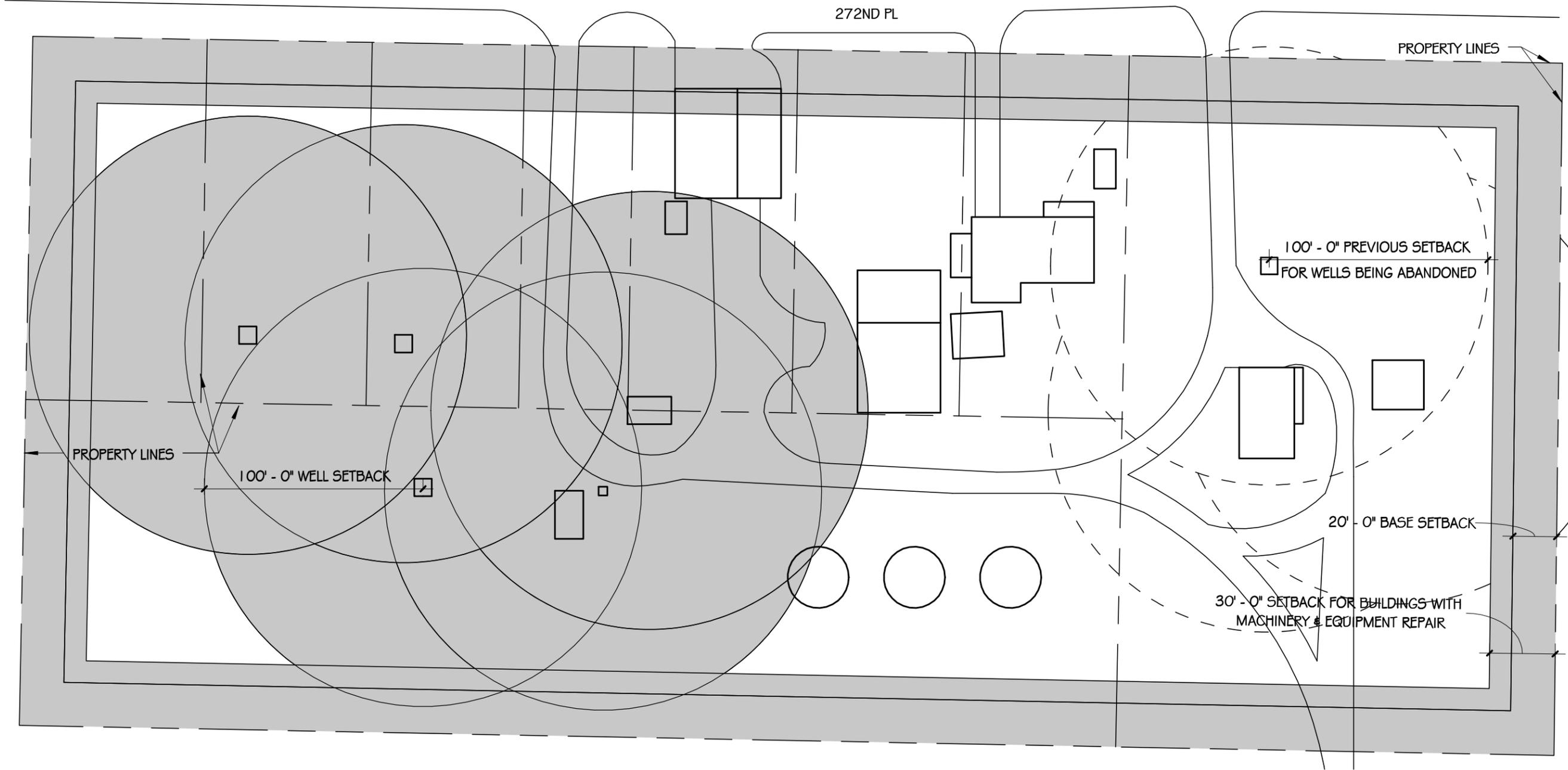
**Pacific County**  
**Zoning Checklist**  
 DATE: OCTOBER 15, 2013  
 PROJECT: 21313.00

PROJECT:	NORTH BEACH WATER DISTRICT – OFFICE BUILDING
JOB NUMBER:	21313.00
SITE LOCATION:	1410 260th Place Ocean Park, WA 98640
PARCEL NUMBER	75016000209
<u>LOCAL JURISDICTION:</u>	Unincorporated Pacific County
Address:	300 Memorial Drive - Main South Bend, WA 98586 360.875.9334  7013 Sandridge Rd. – Community Development Long Beach, WA 98631 360.642.9381  26100 Ridge Ave/P.O. Box 890 - Pacific County Fire District #1 Ocean Park, WA 98640 360-665-4451
Planning and Community Development: Fire Department: Public Works:	Faith Taylor-Eldred - Director Jacob Brundage— Fire Marshall Mike Collins - Director
<u>LAND USE PERMIT REQUIREMENTS:</u>	
Land Use Permits and Requirements	Zoning Permit to be issued prior to submittal
SEPA	Environmental Checklist to be submitted
FEMA	None but verify
Downtown Design Review	None
Pre-Application	Mandatory prior to submittal
<u>CODES:</u>	
Zoning Code:	Pacific County Municipal Code
Building Code:	2012 International Building Code
Energy Code:	2012 Washington State, “Non-Residential Energy Code” (NREC) WAC 51-11
Ventilation Requirements:	2012 Washington State, Ventilation & Indoor Air Quality Code (VIAQC) WAV 51-13
Barrier Free Regulations:	2012 Washington State, UBC Amendment, “Chapter 11, Accessibility” with ANSI A117

<b>DETAILED REQUIREMENTS:</b>	
Site Zoning:	C-C Community Commercial
Adjacent Land Use / Zone Designation	North (Streetfront): C-C Community Commercial South: C-C Community Commercial East (Streetfront): C-C Community Commercial West: C-C Community Commercial (Res)

General Development Standards	C-C Community Commercial	Maximum Building Height: 50'
Setback Requirements	C-C Community Commercial	Minimum Front Yard: 0'  Maximum Front Yard: None  Exterior Side Yard: 0' if adjoining commercial 5' sideyard if adjoining residential  Exterior Rear Yard: 0'
Parking Requirements	Quantity Required:  Commercial:	Min Size 10'X20'  For lots that have more than 12 stalls: 35% may be 8'X15'  For Professional Service: 1 Space /600 SF + 1 Space /2 Employees
Development and Design Standards	Site Sidewalks:	Pacific County Road Standards
Sensitive Areas	Wetlands/Streams  FEMA  Wildlife  Erosion	None  None  None  None

	<p>Seismic Hazard Area</p> <p>SEPA</p>	<p>None – Non-residential structures shall design per IBC, section 1613.5.6</p> <p>Separate review, need Pre-App Meeting</p>
Signs	<p>Building:</p> <p>Free Standing Signs:</p>	<p>Per 21.R PCMC</p> <p>Signs on 3 walls max 2 SF/ LF of Frontage. Max 15% of frontage.</p> <p>10' from Property and 5' in height. 1 SF/ LF of Frontage. Counted in SF calc above.</p>
Landscaping Design Standards	Screening & Parking Lot Landscape- C-C zone	None



**SITE CONSTRAINTS PLAN** 

SCALE:  
1" = 50'-0"

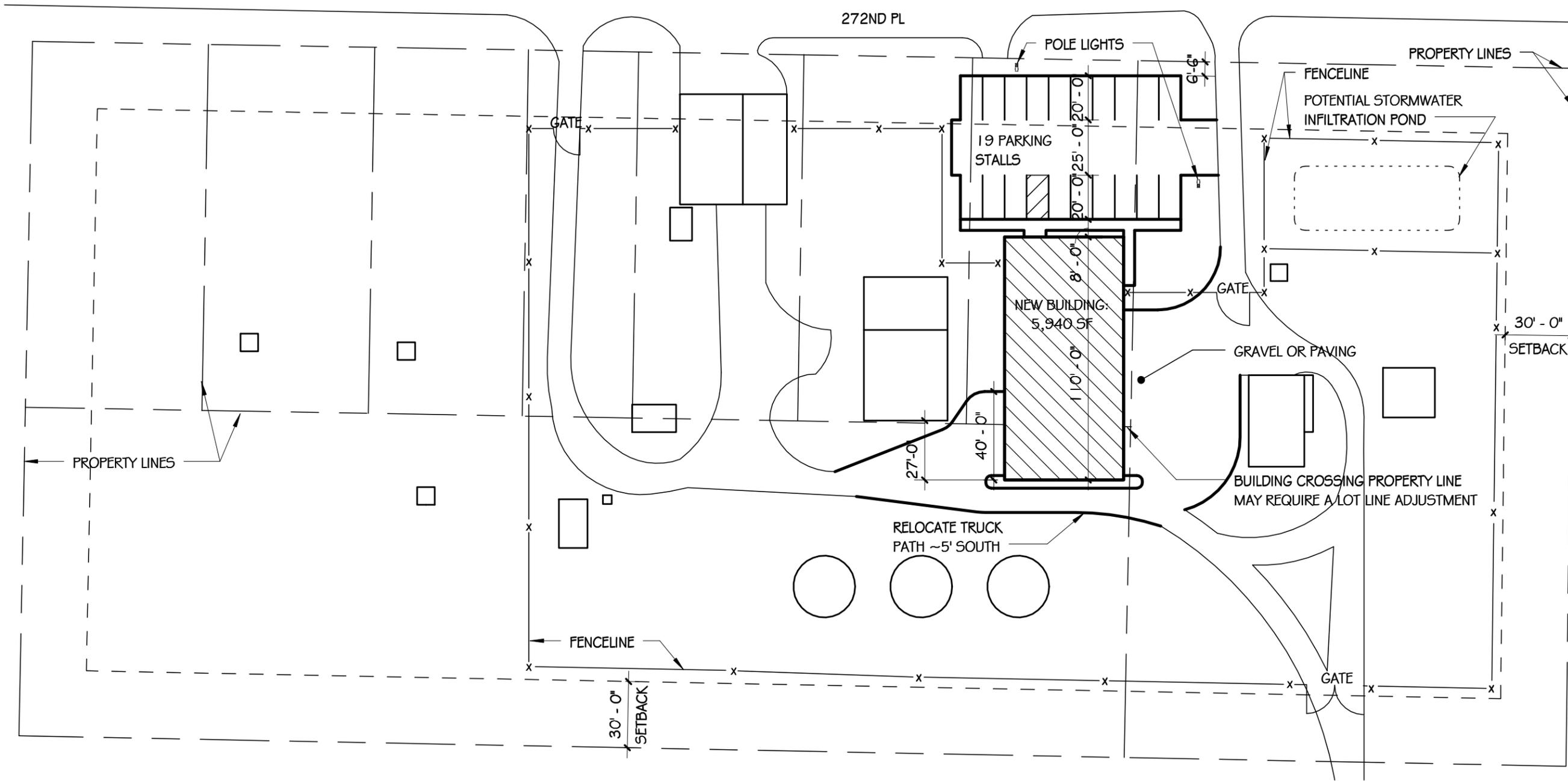
DATE: 11/18/13  
DRAWN BY: LRD  
JOB: 21313

**NORTH BEACH WATER DISTRICT**

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(425) 881-7506  
mail@driftmier.com

The  
Driftmier  
Architects, P.S.





**SITE PLAN** 

SCALE:  
1" = 50'-0"

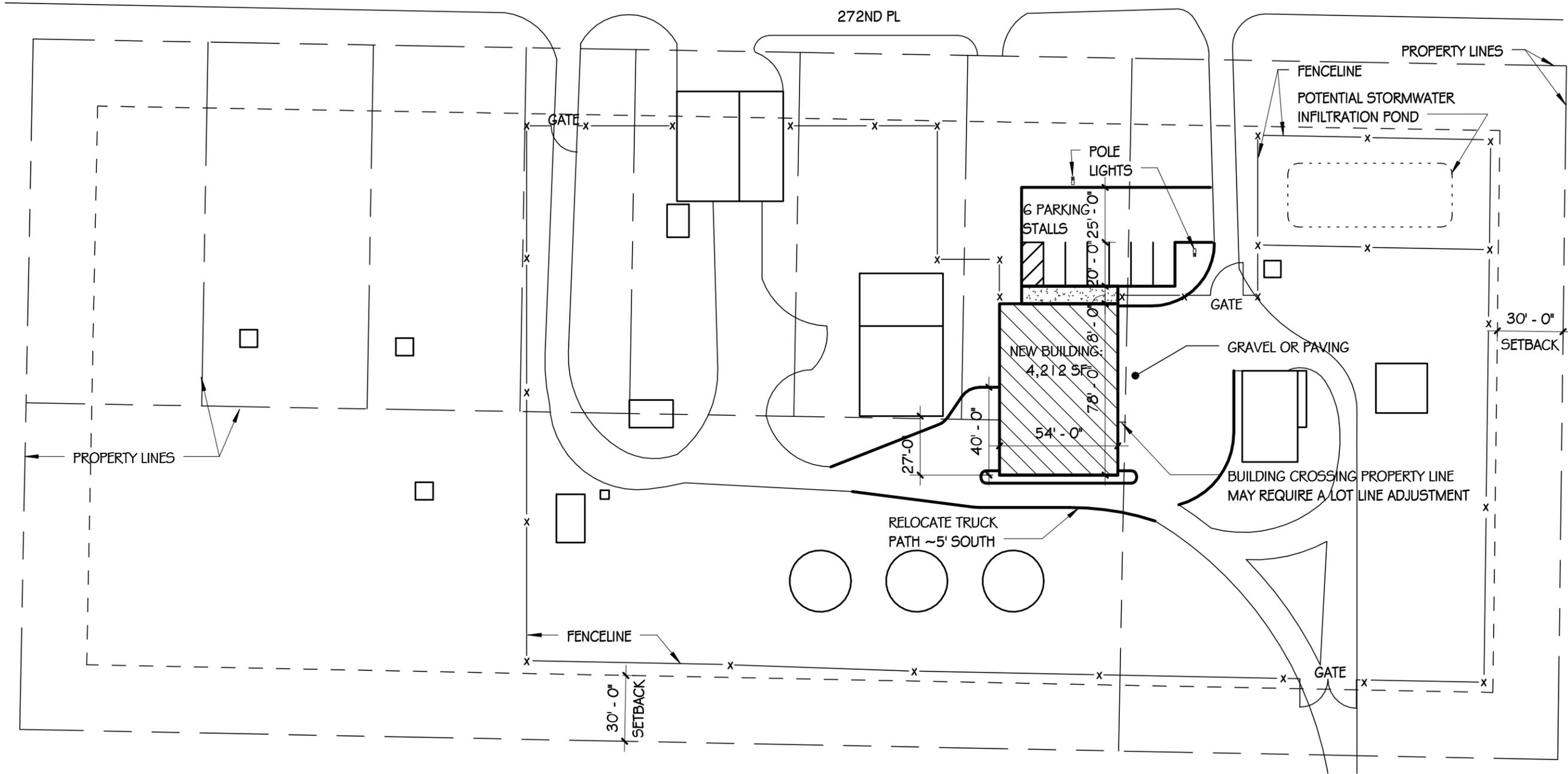
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**ALTERNATE SITE PLAN** 

SCALE:  
1" = 50'-0"

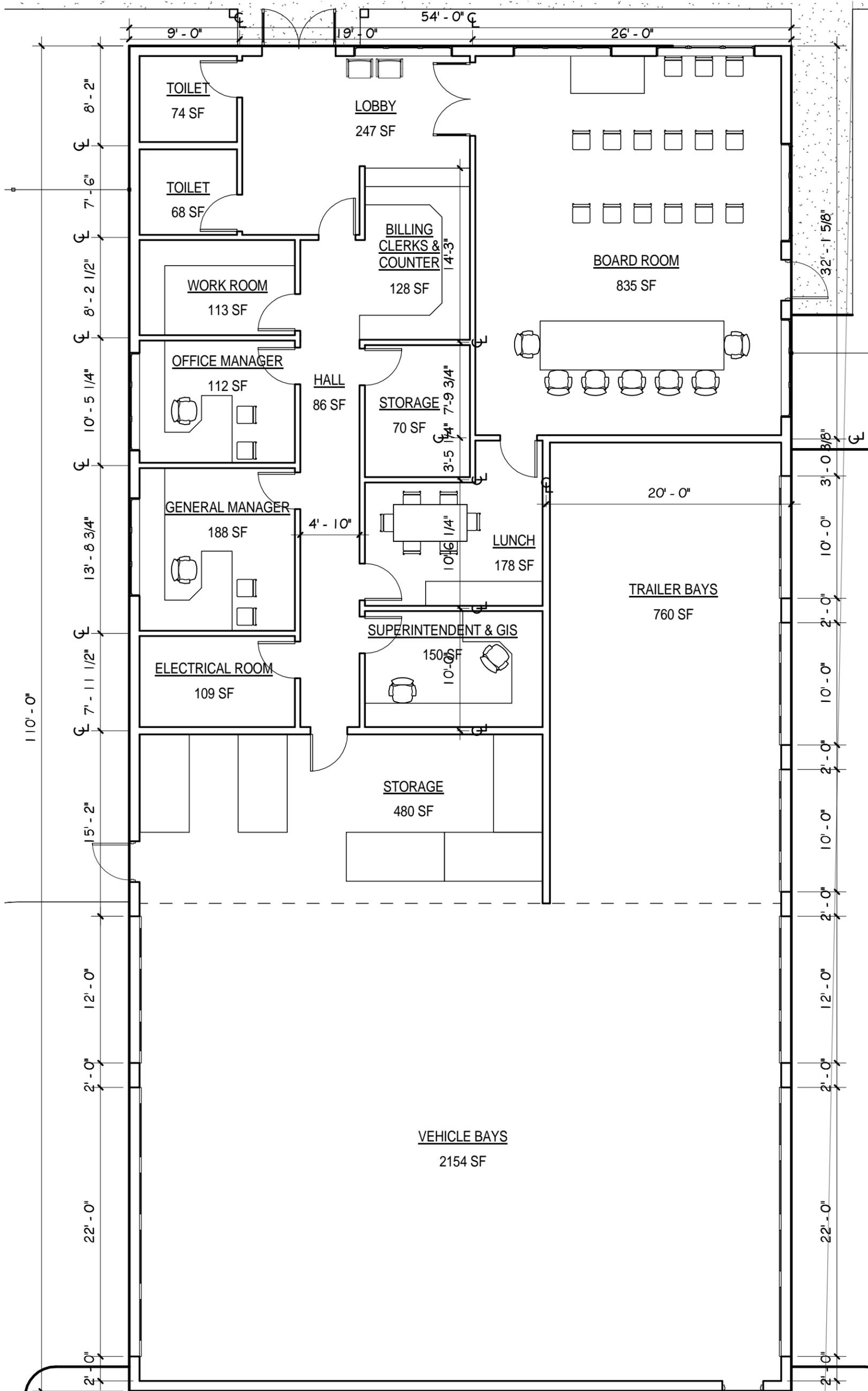
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**FLOOR PLAN** 

**NORTH BEACH WATER DISTRICT**

SCALE:  
1/8" = 1'-0"

**The Driftmier Architects, p.s.**

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**NORTH ELEVATION**



**EAST ELEVATION**

SCALE:  
1/8" = 1'-0"

DATE: 11/18/13  
DRAWN BY: LRD  
JOB: 21313

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PERSPECTIVE



**NORTH BEACH WATER DISTRICT**

SCALE:   
12" = 1'-0"

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DATE: 11/14/13  
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JOB: 21313